



MINUTES OF THE REGULAR PUBLIC MEETING

A Regular scheduled meeting of the Elk Grove Park District, Cook County, State of Illinois was held on January 10, 2019 in the Administration Building of said Park District. President Walz called the meeting to order at 7:06 p.m. and upon the roll being called, President Walz, being physically present at such time and place and the following Park Commissioners, also being physically present at said time and place, answered present:

John R. Walz, President, and Commissioner
William B. O'Malley, Vice President, and Commissioner
Thomas E. Cooke, Treasurer, and Commissioner
Robert R. Biedke, Secretary, and Commissioner
Ralph C. Souder, Commissioner

Administrative Staff:

Tom Busby, Executive Director
Tammy Miller, Director of Leisure Services
Ben Curcio, Director of Parks and Planning
Brad Sholes, Director of Business Services
Tom Klaas, Manager, Fox Run Golf Links

Visitors:

Kathy Potocnic, Elk Grove Soccer
Melanie Gomez, Elk Grove Football
Debby Rogers, Elk Grove Football

PUBLIC HEARING

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At 7:07 p.m., President Walz announced that the next agenda item for the Board of Park Commissioners was a public hearing (the "*Hearing*") to receive public comments on the proposal to sell in the amount not to exceed \$2,600,000 General Obligation Limited Tax Park Bonds (the "*Bonds*") for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, for the payment of the expenses incident thereto, and for the payment of the costs of issuance, and explained that all persons desiring to be heard would have an opportunity to present written or oral testimony with respect thereto.

Commissioner Souder moved to proceed to the Public Hearing, and to continue the other business of the Regular Meeting upon the conclusion thereof.

Commissioner Biedke seconded the motion.

President Walz advised that it has been moved and seconded that we open the Public Hearing and continue with other business of the Regular Meeting upon the conclusion of the public hearing. He questioned if there was any discussion. There being none, President Walz directed that the roll be called for a vote upon the motion.

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<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner O'Malley	X		
Commissioner Cooke	X		
Commissioner Biedke	X		
Commissioner Souder	X		
President Walz	X		

Motion carried.

The President opened the discussion and explained the reason for the proposed issuance of the bonds are for the payment of land condemned or purchased for parks, for the building, maintaining, improving, and protecting of the same and the existing land and facilities of the District, and for the payment of the expenses incident thereto.

Whereupon the President asked for additional comments from the Park Commissioners. None were made.

Whereupon, the President asked for any oral or written testimony from the Commissioners concerning the proposed issuance of the Bonds. None were made.

Whereupon, the President asked for any oral or written testimony from the public concerning the proposed issuance of the Bonds. None were made.

The President then announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Park Improvement Bonds.

President Walz asked for a motion to finally adjourn this Public Hearing

Commissioner Souder moved that the Hearing be finally adjourned.

Commissioner Biedke seconded the motion.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nay</u>	<u>Abstain</u>
Commissioner Cooke	X		
Commissioner Biedke	X		
Commissioner Souder	X		
Commissioner O'Malley	X		
President Walz	X		

Whereupon the President declared the motion carried, and the Public Hearing was finally adjourned.

APPROVAL OF MINUTES

President Walz questioned if there were any additions or corrections to the minutes of the December 13, 2018 Committee of the Whole Meeting and the December 13, 2018 Regular Meeting.

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There being none, the minutes were approved by a unanimous voice vote.

Commissioner Souder moved to approve the minutes of the December 13, 2018 Closed Session Meeting.

Commissioner O'Malley seconded the motion.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Biedke	X		
Commissioner Souder	X		
Commissioner O'Malley	X		
Commissioner Cooke	X		
President Walz	X		

Motion Carried.

CORRESPONDANCE

Commissioner Souder stated he met with three youth football board members and will meet with Director Miller later but we are going forward with two training sessions for athletic advisory boards on January 17 and January 19 at Hattendorf. Sometime after those trainings, a meeting will be held to discuss how things are going.

Commissioner Biedke questioned what happens if one of the athletic program volunteers cannot make either training. Director Miller responded once we find out how many of those there are, staff will work with them to receive training.

APPROVAL OF PURCHASE OF ELECTRIC GREENS MOWERS

Commissioner Souder moved to approve the purchase of two electric greens mowers from Burriss Equipment for the total price of \$68,462.00 through the National Joint Powers Alliance.

Commissioner Cooke seconded the motion.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Souder	X		
Commissioner O'Malley	X		
Commissioner Cooke	X		
Commissioner Biedke	X		
President Walz	X		

Motion Carried.

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**APPROVAL OF ESTIMATED COST OF TRAVEL,
MEALS AND LODGING FOR 2019 CONFERENCE**

Commissioner O'Malley moved to approve the estimated cost of travel, meals and lodging for the 2019 IAPD/IPRA Annual Conference in January 2019 for Commissioner Souder at \$387.00; Commissioner Cooke at \$555.00 and Commissioner O'Malley at \$220.00.

Commissioner Biedke seconded the motion.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner O'Malley	X		
Commissioner Cooke	X		
Commissioner Biedke	X		
Commissioner Souder	X		
President Walz	X		

Motion Carried.

Commissioner Souder stated he no longer needs the per diem since his plans have changed and he will no longer be staying overnight.

LEISURE SERVICES UPDATE

Director Tammy Miller gave the following report:

- The New Year begins with the athletics leagues being Park District programs. Their advisory boards should be attending orientation trainings on either January 17 at 7:00 p.m. or January 19 at 9:00 a.m. at Hattendorf. These orientations are about processes regarding employment, finance, marketing and technology. Members of the District's Management Team will be presenting and filming these trainings.
- Registration for spring athletics have all started. There will be a special walk-in registration for Girls Softball on Saturday, January 12 from 9:00 a.m. until 1:00 p.m. There will be a discount on the registration fees up until 1:00 p.m. on Saturday.
- In-line Hockey walk-in registration will be on Saturday, January 26 from 9:00 a.m. until 1:00 p.m. Discount for in-line registration will continue until January 31.
- Indoor soccer is starting this Sunday, however, we are still taking registrations. Since Indoor Soccer has a low enrollment, the program will be more clinic based instead of game based.
- The Fitness Center is offering a 6-week weight loss and fitness challenge beginning January 28. Included in the registration is one small group training session per week, a seminar on nutrition, a t-shirt and weekly prizes for attendance and results.
- Auditions finished last night for Peter Pan Jr. All 35 participants that auditioned will be cast in a part. The performances for the play will be on March 8-10 at the Prairie Lakes Theater in Des Plaines.
- On Wednesday, January 16, the Early Childhood department welcomes the auditor from NECPA, as our accreditation review occurs.
- Preschool Open House is January 24 from 6:30-7:30 p.m. Preschool registration begins February 2 for Elk Grove residents.

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- The Dance Centre Winter Showcase will be on January 25 at 6:30 p.m. at Garden Terrace.
- All six Pirates' Cove managers as well as more than half of the Pirates' Cove staff have committed to returning for the next season so far. Ride attendants and Character job openings have been posted. The hiring process will begin toward the end of January or beginning of February.
- Aquatics has started the 2019 summer recruitment and are verifying which operations and programming staff are planning to return.
- Pavilion Aquatics Center hosted an Aqua Wellness Boot Camp event that received favorable reviews from attendees. Additional boot camp events will be offered later in the year.
- The Lagoon Pool and Therapy pools facilitated extended hours during winter break. This provided six days of extended pool usage available during the time of winter break.
- Irene Faciano has accepted the position of Youth Manager.
- We are currently accepting Junior Leader applications. They can be picked up at the Pavilion customer service desk.
- We have a Teen Nights coming up on Saturday, January 19 as well as two snow-tubing trips for the Teens and Tweens coming up. More information can be found on our website and in our brochure.

Commissioner O'Malley made a comment that there has been a lot of turnover in Leisure Services. His take on it is the morale is down in that department. He asked Director Miller what staff is doing about this. Director Miller responded that the people that have left did so for an opportunity to better themselves and grow in their career. She went on to explain that a survey was done earlier last year and have worked on any situations that were addressed. Commissioner O'Malley asked Director Miller if she feels the morale is down in her department to which she replied since addressing concerns from the survey she feels it is better. Commissioner O'Malley said he would continue this conversation with Executive Director Busby.

PARKS AND PLANNING UPDATE

Director Curcio gave the following update:

- The Capital Project kick off meeting was held yesterday with staff from all departments to discuss who project leads are and end dates for this year's capital projects.
- The ice rinks are still not open because the weather has not been cold enough for the water to freeze. If they are not frozen by mid-February, the rinks may be taken down.
- Staff is working diligently removing holiday lighting.
- There are some flooding issues on the path west of the new bridge of the Colony Park boardwalk. Director Curcio met with an engineer today to discuss the situation. The area needs to be regraded around the new boardwalk to improve the flow of water under the bridge. This will be worked on over the next few days. There is also a channel on the north side of the bridge in the wetland area that needs to be cleaned so water can flow properly. This will be a part of the brush cleanup that will be happening this winter and throughout the year. Director Curcio added we would continue to monitor this until it is fixed. Commissioner Biedke asked who would be paying for this to be fixed. Director Busby replied staff would clean it out so the cost is low.

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GOLF OPERATIONS UPDATE

Tom Klaas gave the following update:

- January is the time for staff to get much of the planning and maintenance done for the upcoming season such as locking in leagues, booking outings and special events, lesson program for junior golf and high school meet schedules.
- Grounds Maintenance is working on mower maintenance.
- Jeremy is getting quotes next week for the removal of willow trees, which is a capital project.
- The golf carts should be delivered at the end of March. The wiring and new brackets for the GPS were received this week and will be ready to be installed on the new carts.
- The Winter Bags league consists of 19 teams.
- Although there have been a few warmer days in January, the course remains closed not to risk damage to the grounds.

Commissioner O'Malley questioned how long the golf course keeps applications for employment, and where they are kept. Tom Klaas responded he keeps them in his office for two to three years. Commissioner O'Malley asked if the procedure for hiring is fair or by employee recommendation only. Tom replied he looks at the applications and hires the most qualified person. He will assess the applicants experience and choose ones that have golf knowledge.

BUSINESS SERVICES UPDATE

Director Brad Sholes thanked the Board and Executive Director Busby for the opportunity to be serving in his new role. He then gave the following update:

- Finance and HR are busy working on closing out 2018 as well as the beginning of 2019.
- Two new full time employees started in January; Irene Faciano as the Youth Manager and Kelly Repp as the Finance Manager.
- Always check our website for current job openings.
- I.T. will begin the migration to Google G-Suite on January 21 starting with e-mails. I.T. has also begun participating in a network of other local, county and state government agencies known as MS-ISAC. This is a clearinghouse for information on new cybersecurity threats. There is no cost to the Park District.
- We were awarded the 2018 PDRMA Loss Control Award in the amount of \$1,500.00.

EXECUTIVE DIRECTOR UPDATE

Executive Director Tom Busby gave the following update:

- An outstanding meeting took place yesterday with a company called Sports Engine. We have in the 2019 Capitals to redo the Park District's website and as we met with the seven athletic groups last year the website was discussed and bringing their team websites into our webpage eventually. Director Busby believes this company will service the needs of our athletic groups. Sports Engine is reasonably priced and already does a number of other athletic groups so they are familiar with their needs.

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- Some of the District’s larger 2019 capital projects are:
 - Completion of the outdoor skate park
 - New playground equipment for 2-5 year olds at Clark Park
 - North playground equipment replacement at Clearmont School
 - Storm sewer improvements at Jenson Park
 - Installation of new Fitness Center flooring
 - Roof replacement at 140 Lively
 - New golf carts for Fox Run
 - New Greens Mowers for Fox Run
 - A&E fees for the golf maintenance facility study
 - Master Plan
 - New Park District website

Commissioner O’Malley questioned what the next step is with Queen of the Rosary. He is frustrated at how long this has dragged on. Executive Director Busby replied that late last year, he, Commissioner Cooke, and Commissioner Walz met with a committee at QR and reached a tentative agreement. Director Busby then brought it back to our Board where the conditions were discussed and agreed upon. The agreement was then put in writing, emailed as well as hand delivered to Fr. Fred. Fr. Fred was going to take it to the Archdiocese for their approval. Director Busby stated he was told it would take approximately thirty days to hear but he feels it is probably taking a little bit longer to hear back due to the holidays. Director Busby said he plans to give Fr. Fred a call, but is confident that it will be approved. This will be a 10-year agreement between the Park District and Queen of the Rosary. President Walz added that he is not worried that it is taking a little longer because it was the consensus of everyone at the meeting that this was a fair agreement. Commissioner O’Malley wants to have a plan in action well before Rainbow Falls opens Memorial Weekend.

Commissioner Souder asked Director Busby if there was any discussion with Sports Engine regarding Travel Baseball and MSBL. Director Busby responded MSBL is currently already on Sports Engine. Director Busby added that when they met with all the athletic associations in the fall, many of them mentioned Sports Engine as the program they prefer.

OLD BUSINESS

Commissioner O’Malley asked Director Busby if he see any organizational changes being made at the Pavilion between building attendants and janitorial staff. Director Busby replied he does not see any immediate changes at this point. There has been some discussion on whether to change some responsibilities among some staff as they are always looking to improve efficiencies.

NEW BUSINESS

Commissioner O’Malley requested Director Busby to give him all email and exchanges that occurred between A.J. Collier and Director Miller that has his name and/or any other Board member’s name in it for the past 18 months that they were not originally cc’d on.

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In addition, he also requested all emails and exchanges between A.J. Collier and Deb D’onofrio or any of their staff that have his and/or any other Board member’s name on it.

Commissioner asked if any member of the audience had anything they would like to say or ask. None did.

PAYMENT OF BILLS

Commissioner O’Malley moved to authorize Director Busby to make payment of the bills in the amount of \$122,207.10 for December 10, 2018, \$88,648.39 for December 13, 2018, \$62,040.51 for December 20, 2018 and \$155,870.75 January 3, 2019.

Commissioner Biedke seconded the motion.

Elk Grove Park District				
SUMMARY LIST OF BILLS PRESENTED FOR APPROVAL ON JANUARY 10, 2019				
<u>SUMMARY BY FUND:</u>	<u>12/10/2018</u>	<u>12/13/2018</u>	<u>12/20/2018</u>	<u>1/3/2019</u>
CORPORATE FUND	\$ 30,045.33	\$ 28,526.17	\$ 19,214.44	\$ 66,104.56
AUDIT				
POLICE			\$ 656.39	\$ 235.49
LIABILITY				
RECREATION FUND	\$ 55,353.05	\$ 23,340.35	\$ 28,082.48	\$ 48,432.27
PAVING & LIGHTING FUND				
MUSEUM FUND	\$ 250.90	\$ 1,301.96		\$ 93.03
SPECIAL RECREATION				
ASSOCIATIONS	\$ 9,290.81	\$ 13,181.23	\$ 370.00	\$ 7,885.00
BOND & INTEREST FUND			\$ 0.59	
2019 CAPITAL PROJECTS				
2018 CAPITAL PROJECTS	\$ 15,298.10	\$ 13,750.00	\$ 10,051.35	\$ 22,410.27
FOX RUN GOLF LINKS FUND	\$ 11,968.91	\$ 8,548.68	\$ 3,665.26	\$ 10,710.13
	\$ 122,207.10	\$ 88,648.39	\$ 62,040.51	\$ 155,870.75

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Cooke	X		
Commissioner Biedke	X		
Commissioner Souder	X		
Commissioner O’Malley	X		
President Walz	X		

Motion Carried.

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Commissioner O’Malley stated he had questions from the list of bills that were just approved. First he asked Director Busby to get him a dollar amount of how much was spent on the ship at Pirates’ Cove between 2016 and 2018 so he knows what the total cost was to renovate that ship. He then questioned a charge from Lalos for \$830 for a Communication Presentation to which Director Busby explained it was for lunch at a combined Business Services and Safety Training that took place from 8:00 a.m. until 2:00 p.m. Commissioner O’Malley questioned a charge from Action Fence for \$18,000 for boat dock improvements at Pirates’ Cove. He wanted to know if we went out to bid for this. Director Busby replied staff got multiple pricing on that and Action Fence came in at the lowest price. Lastly, Commissioner O’Malley why there is a payment to WT Group for \$7,400.00 for Fox Run Maintenance when he thought Williams Architect was doing the majority of the work now. Director Busby explained this is for a site plan and analysis to move utilities, which is something that was discussed at a previous meeting. This was done now so we know what the potential cost would be to move the utilities, if needed.

ADJOURNMENT

Commissioner Souder moved to adjourn the Regular Meeting of January 10, 2019.

Commissioner Biedke seconded the motion.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Biedke	X		
Commissioner Souder	X		
Commissioner O’Malley	X		
Commissioner Cooke	X		
President Walz	X		

Motion Carried.

The Regular Meeting of January 10, 2019 was adjourned at 7:54 p.m.

Respectfully submitted

Robert Biedke, Secretary