



MINUTES OF THE REGULAR PUBLIC MEETING

A Regular scheduled meeting of the Elk Grove Park District, Cook County, State of Illinois was held on February 13, 2020 in the Administration Building of said Park District. President Walz called the meeting to order at 7:16 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:

Ben Curcio, Executive Director
Brad Sholes, Director of Business Services
Tim White, Director of Parks and Planning
Kelly Carbon, Director of Marketing and Communications
Tom Klaas, Manager, Fox Run Golf Links

APPROVAL OF MINUTES

President Walz questioned if there were any additions or corrections to the minutes of the January 30, 2020 Committee of the Whole Meeting and the January 30, 2020 Regular Meeting.

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

APPROVAL OF PURCHASE OF 2020 FORD F-250 TRUCK

Commissioner O'Malley moved to approve the purchase of a 2020 Ford F-250 (including trade-in) from Currie Motors Fleet of Frankfort, IL through the Suburban Purchasing Cooperative in the amount of \$28,270.00.

Commissioner Souder 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.

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**APPROVAL OF PURCHASE OF FAIRWAY MOWER,
ROUGH MOWER AND UTILITY VEHICLES**

Commissioner Souder moved to approve the purchase of a Fairway Mower, Rough Mower and Utility Vehicle from JW Turf through Sourcewell Cooperative Contract Purchasing for the total price of \$127,659.40.

Commissioner Cooke seconded the motion.

<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.

PARKS AND PLANNING UPDATE

Director Tim White gave the following update:

- Staff have been busy taking care of snow removal. Because schools are off the next couple of days, staff cleared paths in a few of the parks.
- Staff will try to get the ice rinks up and running this weekend if the with temperatures stay as low as it has been the past few days.
- Staff have been working on more debris clean-up at Colony Park and Johnson Park.
- Pruning is taking place at all parks.
- Facility Maintenance has been working on the Pavilion entrance flooring under the mats and also repairing some floor seams.
- At CAF, Joe Brown has started on some capital projects which include garage door openers and upgrading the lighting around the doors.

GOLF OPERATIONS UPDATE

Tom Klaas gave the following update:

- A one day Bags tournament is scheduled for March 20.
- Junior Golf registration is taking place now.
- Fox Run will be participating in Youth On Course again this year. There is a \$20 annual membership fee for this program.
- A new event is happening on April 4. This will be a three person scramble played as a six-some.
- Staff are finishing up maintenance on the golf cart fleet.
- There are openings for grounds maintenance and kitchen help. Please check the website for more information and to apply.

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BUSINESS SERVICES UPDATE

Director Brad Sholes gave the following update:

- Seasonal jobs are now posted on our website..
- The full time Horticulture position is almost filled.
- The auditors were here all week.
- IT started their 2020 capital projects. The back-up generator replacement begins on Monday.

MARKETING AND COMMUNICATIONS UPDATE

Director Kelly Carbon gave the following update on the merging of Customer Service with the Marketing Department. She stated in the past, the customer service areas at Hattendorf and the Pavilion were managed by two separate supervisors that reported to two different superintendents. Now both service counters operate under the leadership of a newly created Customer Service Manager, Leigh Ferstein. Leigh did an analysis of traffic flow at Hattendorf and determined that it would be cost effective to reduce the customer service hours by one hour a day and close at 5:00 pm rather than 6:00pm. It will also be closed on Christmas Eve and the day after Thanksgiving. This was decided based on traffic flow at the Hattendorf Center and the fact that Preschool is closed on those specific days. Director Carbon's focus for 2020 is to increase customer service training which she believes will lead to higher staff retention.

Director Carbon also shared that our full time graphic designer, Lynell Ingram, has resigned to pursue her dream of running her own design business. Bonnie Cichanski has accepted an offer to fill this position. The part-time marketing assistant and a summer marketing intern position are now posted on the District's website.

Lastly, over 65 dads and their special ladies attended the Daddy Daughter Date Night on Friday, February 7. at the Garden Terrace. This event was featured on the front page of the Elk Grove Journal

EXECUTIVE DIRECTOR UPDATE

Executive Director Ben Curcio shared the following upcoming events:

- Parents Night Out is on February 21, from 5:30-8:30pm at the Pavilion Aquatics Center.
- Carnival of Exceptional Character will be held on Saturday, February 29, from 5:00-7:30 at the Pavilion.
- The Home Improvement Show takes place on Saturday, March 7, from 9:00am-1:00pm at the Garden Terrace.
- Travel soccer try-outs are on May 13 and May 14.
- Spring soccer, inline hockey, house and part-time travel softball registration and house baseball registration is open now.

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PAYMENT OF BILLS

Commissioner Souder moved to authorize Director Curcio to make payment of the bills in the amount of \$177,732.24 for January 30, 2020 and \$102,994.59 for February 6, 2020.

Commissioner O’Malley seconded the motion.

ELK GROVE PARK DISTRICT					
SUMMARY LIST OF BILLS PRESENTED FOR APPROVAL ON FEBRUARY 13, 2020					
<u>SUMMARY BY FUND:</u>		<u>1/30/2020</u>	<u>2/6/2020</u>		
CORPORATE FUND		\$ 31,862.26	\$ 17,325.54		
AUDIT					
POLICE					
LIABILITY					
RECREATION FUND		\$ 83,947.39	\$ 15,642.58		
PAVING & LIGHTING FUND					
MUSEUM FUND		\$ 123.11	\$ 306.05		
SPECIAL RECREATION					
ASSOCIATIONS		\$ 21,307.28	\$ 11,105.25		
BOND & INTEREST FUND					
CAPITAL PROJECTS		\$ 11,120.00	\$ 56,661.07		
FOX RUN GOLF LINKS FUND		\$ 29,372.20	\$ 1,954.10		
		\$ 177,732.24	\$ 102,994.59		

<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.

ADJOURNMENT TO CLOSED SESSION

Commissioner Souder moved to adjourn to Closed Session for the purpose of discussing Personnel per 2(c)(1).

Commissioner O’Malley seconded the motion.

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<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.

RECONVENE TO OPEN SESSION

After discussion on Personnel, President Walz moved to reconvene to open session at 9:04 p.m.

Commissioner O’Malley 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.

OLD BUSINESS

Discussion continued on usage benefits for the Athletics Advisory Board members and reconsidering compensation for volunteering. There was also discussion on Queen of the Rosary parking lot, playground and gates. Executive Director Curcio stated he has been in contact with the Grounds Maintenance Manager, Richard Klement, about closing the playground gates. Mr. Klement stated it will be up to the new priest to decide if they will secure the playground and gates and limit use.

NEW BUSINESS

The Board inquired about the new Director of Leisure Services and how the hiring process went. Director Curcio stated the process was very competitive but the new director, Tiffany Greene, really stood out among the other candidates. Commissioner Cooke requested that a copy of the Leisure Services Department Organization Charts be sent to all of the Commissioners.

Director Curcio shared that he is considering promoting Director Sholes by moving the Golf Course operation to Business Services.

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ADJOURNMENT

President Walz moved to adjourn the Regular Meeting of February 13, 2020.

Commissioner Cooke seconded the motion.

<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.

The Regular Meeting of February 13, 2020 was adjourned at 9:35 p.m.

Respectfully submitted

Robert Biedke, Secretary