



## MINUTES OF THE REGULAR PUBLIC MEETING

A Regular scheduled meeting of the Elk Grove Park District, Cook County, State of Illinois was held on October 14, 2021 in the Administration Building of said Park District. President Cooke called the meeting to order at 7:05 p.m. and upon the roll being called, President Cooke, being physically present at such time and place and the following Park Commissioners, also being physically present at said time and place, answered present:

Thomas E. Cooke, President, and Commissioner

Scott Carlson, Secretary, and Commissioner

John R. Walz, Treasurer, and Commissioner

William B. O'Malley, Commissioner

Absent: Robert R. Biedke, Vice President, and Commissioner

### Administrative Staff:

Ben Curcio, Executive Director

Brad Sholes, Director of Business Services

Tiffany Greene, Director of Leisure Services

Kelly Carbon, Director of Marketing and Communications

Mark Kosbab, Director of Parks & Planning

Doug Sieder, Superintendent of Recreation

Visitors: Tracey Crawford, Executive Director, NWSRA

Alann Crites, Resident

## APPROVAL OF MINUTES

President Cooke questioned if there were any additions or corrections to the minutes of the September 30, 2021 Regular Meeting.

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

## COMMENTS FROM AUDIENCE

Executive Director Curcio introduced Tracey Crawford as the Executive Director of the Northwest Special Recreation Association (NWSRA) for the past 10 years. Tracey gave an overview of who they are and how the program was established. Tracey also shared the Mission, Vision and Values of the NWSRA and explained the services they provide for children with disabilities and families. Tracey stated the NWSRA is now working on senior programming for the older generation of people with disabilities. The NWSRA has a Foundation that gives them between \$250,000-\$330,000 annually, and they do eight fundraisers a year consisting of six golf outings and two large events. They also write grants to help get money for the program. Tracey stated she is very appreciative that the District continues to support the NWSRA.

**MINUTES – OCTOBER 14, 2021**

**APPROVAL OF THE PURCHASE OF A FOLEY 653 ACCU-MASTER  
REEL GRINDER WITH BOOM AND ELECTRIC HOIST**

Commissioner Walz moved to approve the purchase of a Foley 653 Accu-Master Reel Grinder with Boom and Electric Hoist from Reinders of Mundelein, IL for the amount of \$46,140.00.

Commissioner Carlson seconded the motion.

| <u>Roll Call Vote</u> | <u>Ayes</u> | <u>Nays</u> | <u>Abstain</u> |
|-----------------------|-------------|-------------|----------------|
| Commissioner Carlson  | X           |             |                |
| Commissioner Walz     | X           |             |                |
| Commissioner O'Malley | X           |             |                |
| President Cooke       | X           |             |                |

Motion Carried.

**APPROVAL OF 3-YEAR AGREEMENT WITH  
LAUTERBACH & AMEN, LLP**

Commissioner Walz moved to approve a three year agreement from Lauterbach & Amen, LLP for audit services in the amounts of \$21,500 for the year ending December 31, 2021, \$22,000 for the year ending December 31, 2022, and \$22,500 for the year ending December 31, 2023.

Commissioner Carlson seconded the motion.

| <u>Roll Call Vote</u> | <u>Ayes</u> | <u>Nays</u> | <u>Abstain</u> |
|-----------------------|-------------|-------------|----------------|
| Commissioner Carlson  | X           |             |                |
| Commissioner Walz     | X           |             |                |
| Commissioner O'Malley |             | X           |                |
| President Cooke       | X           |             |                |

Motion Carried.

President Cooke asked how long Lauterbach & Amen has been doing the District's audits. Director Sholes replied for at least ten years, but they switch up the auditors every three years. Director Sholes also said that with Lauterbach & Amen, the District has received the Award for Financial Excellence every year. Commissioner O'Malley thinks the District should use a different company, if even for one year, to get a different set of eyes. President Cooke inquired if we got prices from any other company. Director Sholes responded no, it is not required, and he would not hire someone based on price. Commissioner Walz said there have been three different employees in Director Sholes position over the past ten years and they all recommended staying with Lauterbach & Amen. In closing, Executive Director Curcio said staff does not have anything to say or touch when the auditors are here. He added that Lauterbach & Amen are also helping with the OSLAD grant.

**MINUTES – OCTOBER 14, 2021**

**APPROVAL OF PAY REQUEST FROM  
HACIENDA LANDSCAPING, INC.**

Commissioner O'Malley moved to approve the pay request from Hacienda Landscaping, Inc. for services and materials for Jaycee Park Playground Renovation in the amount of \$65,586.24.

Commissioner Walz seconded the motion.

| <u>Roll Call Vote</u> | <u>Ayes</u> | <u>Nays</u> | <u>Abstain</u> |
|-----------------------|-------------|-------------|----------------|
| Commissioner Walz     | X           |             |                |
| Commissioner O'Malley | X           |             |                |
| Commissioner Carlson  | X           |             |                |
| President Cooke       | X           |             |                |

Motion Carried.

**APPROVAL OF PURCHASE OF  
GAMETIME PLAY EQUIPMENT FROM  
CUNNINGHAM RECREATION**

Commissioner O'Malley moved to approve the purchase of the Gametime composite play structures, swings, and independent play equipment from Cunningham Recreation through US Communities for purchasing of the Phase 2 Ridge playground equipment in the amount of \$80,484.80.

Commissioner Walz seconded the motion.

| <u>Roll Call Vote</u> | <u>Ayes</u> | <u>Nays</u> | <u>Abstain</u> |
|-----------------------|-------------|-------------|----------------|
| Commissioner O'Malley | X           |             |                |
| Commissioner Carlson  | X           |             |                |
| Commissioner Walz     | X           |             |                |
| President Cooke       | X           |             |                |

Motion Carried.

**APPROVAL OF PAY REQUEST FROM  
FRED QUINN CORPORATION**

Commissioner Walz moved to approve pay request #14 from Fred Quinn Corporation for construction management services for the Fox Run Golf Links Clubhouse and Maintenance Facility Project in the amount of \$544,962.00.

Commissioner Carlson seconded the motion.

## **MINUTES – OCTOBER 14, 2021**

| <u>Roll Call Vote</u> | <u>Ayes</u> | <u>Nays</u> | <u>Abstain</u> |
|-----------------------|-------------|-------------|----------------|
| Commissioner Carlson  | X           |             |                |
| Commissioner Walz     | X           |             |                |
| Commissioner O'Malley | X           |             |                |
| President Cooke       | X           |             |                |

Motion Carried.

## **LEISURE SERVICES UPDATE**

Director Tiffany Greene gave the following update:

- The Sheila Ray Adult Center currently has 253 active memberships.
- Dancing with the Band was held on September 2nd.
- Dog Obedience kicked off September 14 with all six sessions having 36 total participants.
- Seniors Got Talent was held on September 10th.
- Youth Swimming / Diving Lessons enrollment to date has 451 participants.
- Aqua Wellness classes are underway with 738 participants in September.
- Fall athletic sessions started up in September. Tumbling Times had 123 enrollments, Hot Shot Sports had 41 enrollments, Volleyball had 12 enrollments and Karate had 63 enrollments.
- The Adult Beginner Pickleball Clinic was held with 14 participants.
- Adult 50+ Softball had 11 teams, and finished their season on September 20th.
- Coed 14-inch Softball is halfway through their season with eight teams on Wednesdays and nine teams on Thursdays.
- Bags League began on September 28 with 22 teams signed up.
- All fall sports are well underway. There are 127 players for Travel Soccer, 215 players for Recreational Soccer, 122 players for Baseball, 113 players for Softball, 70 players for Tackle Football, 25 players for Flag Football, 26 cheerleaders for Competitive Cheer and 19 cheerleaders for Sideline Cheer.
- There were 11 private skateboard lessons at Audubon in September.
- The indoor skate park opened Friday, October 1st. The hours are Wednesdays and Fridays from 4:00-9:00pm, Saturdays from 1:00-8:00pm and Sundays from 12:30-5:00pm.
- Auditions for Moana were held on September 13. There are 35 members in the main cast and seven in the new Rising Stars program.
- Dance classes have begun and the registration is up by 25% compared to last year.
- There are currently 148 children registered for the 2021-2022 Preschool year, and ACES has 8 registered participants. Spots are still available in both programs.
- September was Yoga Month at the Fitness Center. The Yoga program recognized 242 total participants for the month. Group Exercise had 638 participants in September.
- The Museum recently hosted two events. Archeology Day was on September 4 with 20 participants and Pioneer Day was on September 11 with 60 people in attendance.
- There were a total of 25 rentals in September.
- Kids Club Before and After Care program is running at all five elementary schools.
- The District hosted its first annual Fall Carnival on September 18 with over 400 people in attendance.

## **MINUTES – OCTOBER 14, 2021**

- Camp Under the Stars at Pirates Cove returned this year with 33 families spending the night.
- Upcoming events include H20o0ooo on October 15, Halloween Fest on October 22, Doggy Trick or Treat on October 23, Dancing with the Band on November 4, and Beginning Cake Decorating on November 6.

### **PARKS & PLANNING UPDATE**

Director Mark Kosbab gave the following update:

- The Grounds staff have been working hard as we move into another season.
- The Horticulture staff has done some really cool fall displays all around.
- Fall athletics have kept Joe Brown's staff busy making sure fields are ready to play on.
- Turf staff are still out mowing, and are winterizing the irrigation systems.
- The Audubon Skate Park project has gone out to bid again.
- Jaycee Park Playground project is in progress. The pour in place should go in next week.
- The Streambank Stabilization project at Morton/Olmsted Parks has started. The Morton side will be done first.

### **BUSINESS SERVICES UPDATE**

Director Brad Sholes gave the following update:

- The District is still looking to fill a number of jobs. They are all posted on the District's website.
- Staff are busy working hard on their budgets.
- IT is busy closing seasonal facilities.
- At the golf course, staff is transitioning out of the temporary clubhouse into a temporary set up outside the new clubhouse so work can be done on the parking lot. There will be minimal food and beverage options available.

### **MARKETING AND COMMUNICATIONS UPDATE**

Director Kelly Carbon gave the following update:

- There was a football theme up in the Fitness Center in September with giveaways and promotions. There is also a "Mile a Day" challenge taking place at the Fitness Center. Members are encouraged to walk, swim or run a mile each day.
- The latest addition of The Buzz senior newsletter was distributed. It is filled with many activities for our senior population.
- Two Eblasts are sent out each month highlighting different topics of the District. Make sure to sign up for both the general Eblast as well as the Fitness Eblast.
- Staff is currently working on the Winter program brochure. They will go out to residents mid-November.
- Thank you to Commissioner O'Malley and President Cooke for helping out at the Hometown Parade by passing out t-shirts and frisbees from the Dance float.

**MINUTES – OCTOBER 14, 2021**

**EXECUTIVE DIRECTOR UPDATE**

Executive Director Ben Curcio stated staff has done a tremendous job with capitals and budgets the past two months. He is excited to present to the Board another great budget.

President Cooke congratulated Executive Director Curcio on his ten year anniversary at the District and said he has been an outstanding employee starting out as the Park & Planning Superintendent before working his way up to Director of Parks & Planning and now as Executive Director. President Cooke added that he has done an excellent job during one of the most challenging and unique times of the Park District history navigating through the Covid pandemic.

**OLD BUSINESS**

President Cooke stated a group of pickleball players attended the last Board Meeting to express their concerns about other groups not following the open play rules. Since then, staff did some research and also looked into what other District’s are doing and determined that according to the USAPA rules, the open play rule only applies when all courts are in use. It was also determined that groups with different skill levels do not want to mix levels, especially while open courts are available. Director Curcio will contact the group that attended the meeting to inform them of our findings. Staff will continue to monitor usage of our pickleball courts. Commissioner O’Malley added that he originally thought the group’s issue was a resident/non-resident issue but it was actually mixing players levels of play and that has been addressed appropriately.

**PAYMENT OF BILLS**

Commissioner O’Malley moved to authorize Director Curcio to make payment of the bills in the amount of \$249,359.82 for September 30, 2021, \$111,488.41 for October 7, 2021, and \$168,028.91 P-cards for October 7, 2021.

Commissioner Carlson seconded the motion.

| <b>ELK GROVE PARK DISTRICT</b>  |                         |                         |                         |                         |
|---|-------------------------|-------------------------|-------------------------|-------------------------|
| <b>SUMMARY LIST OF BILLS PRESENTED FOR APPROVAL ON OCTOBER 14, 2021</b> |                         |                         |                         |                         |
|   |                         | <b><u>9/30/2021</u></b> | <b><u>10/7/2021</u></b> | <b><u>10/7/2021</u></b> |
|   | <b>SUMMARY BY FUND:</b> |                         |                         | <b>P-cards</b>          |
|   | CORPORATE FUND          | \$ 54,750.95            | \$ 9,479.70             | \$ 45,936.74            |
|   | AUDIT                   |                         |                         |                         |
|   | POLICE                  | \$ 4,620.00             |                         | \$ 1.72                 |
|   | LIABILITY               | \$ 68,762.58            |                         |                         |
|   | RECREATION FUND         | \$ 61,703.16            | \$ 9,577.86             | \$ 77,981.38            |
|   | PAVING & LIGHTING FUND  |                         |                         |                         |

**MINUTES – OCTOBER 14, 2021**

|                            |  |                      |                      |                      |
|----------------------------|--|----------------------|----------------------|----------------------|
| MUSEUM FUND                |  | \$ 796.05            | \$ 204.27            | \$ 39.95             |
| SPECIAL RECREATION         |  |                      | \$ 14,547.43         |                      |
| ASSOCIATIONS               |  | \$ 23,524.67         | \$ 105.75            | \$ 16,230.51         |
| BOND & INTEREST FUND       |  |                      |                      |                      |
| CAPITAL PROJECTS           |  | \$ 23,623.76         | \$ 71,504.77         | \$ 15,381.81         |
| FOX RUN GOLF LINKS<br>FUND |  | \$ 11,578.65         | \$ 6,068.63          | \$ 12,456.80         |
|                            |  | <u>\$ 249,359.82</u> | <u>\$ 111,488.41</u> | <u>\$ 168,028.91</u> |

| <u>Roll Call Vote</u> | <u>Ayes</u> | <u>Nays</u> | <u>Abstain</u> |
|-----------------------|-------------|-------------|----------------|
| Commissioner Walz     | X           |             |                |
| Commissioner O'Malley | X           |             |                |
| Commissioner Carlson  | X           |             |                |
| President Cooke       | X           |             |                |

Motion Carried.

**ADJOURNMENT TO CLOSED SESSION**

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

Commissioner Carlson seconded the motion.

| <u>Roll Call Vote</u> | <u>Ayes</u> | <u>Nays</u> | <u>Abstain</u> |
|-----------------------|-------------|-------------|----------------|
| Commissioner O'Malley | X           |             |                |
| Commissioner Carlson  | X           |             |                |
| Commissioner Walz     | X           |             |                |
| President Cooke       | X           |             |                |

Motion Carried.

**RECONVENE TO OPEN SESSION**

After discussion regarding personnel, President Cooke moved to reconvene the meeting to Open Session at 9:01 p.m.

Commissioner Walz seconded the motion.

| <u>Roll Call Vote</u> | <u>Ayes</u> | <u>Nays</u> | <u>Abstain</u> |
|-----------------------|-------------|-------------|----------------|
| Commissioner Carlson  | X           |             |                |
| Commissioner Walz     | X           |             |                |
| Commissioner O'Malley | X           |             |                |
| President Cooke       | X           |             |                |

**MINUTES – OCTOBER 14, 2021**

Motion Carried.

**NEW BUSINESS**

President Cooke started the discussion asking why Commissioners were not invited to the Staff Summer Pool Party this past Summer. Director Curcio responded it was an oversight on his part and will not happen again.

President Cooke asked when we were planning to have a Holiday Party. He recommended it be at the New Fox Run Clubhouse and to make sure we have entertainment. Director Curcio stated he will plan to have the Holiday party at the new Clubhouse with entertainment. The date will be the second week in January.

**ADJOURNMENT**

Commissioner Cooke moved to adjourn the Regular Meeting of October 14, 2021.

Commissioner Walz seconded the motion.

| <u>Roll Call Vote</u> | <u>Ayes</u> | <u>Nays</u> | <u>Abstain</u> |
|-----------------------|-------------|-------------|----------------|
| Commissioner Walz     | X           |             |                |
| Commissioner O'Malley | X           |             |                |
| Commissioner Carlson  | X           |             |                |
| President Cooke       | X           |             |                |

Motion Carried.

The Regular Meeting of October 14, 2021 was adjourned at 9:15 p.m.

Respectfully submitted

Scott Carlson, Secretary