



MINUTES OF THE REGULAR PUBLIC MEETING

A Regular scheduled meeting of the Elk Grove Park District, Cook County, State of Illinois was held on May 25, 2017, in the Administration Building of said Park District. President Souder called the meeting to order at 7:02p.m. and upon the roll being called, President Souder, being physically present at such time and place and the following Park Commissioners, also being physically present at said time and place, answered present:

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

Absent: Thomas E. Cooke, Treasurer, and Commissioner

Thomas G. Hoffman, Attorney

Administrative Staff:

Tom Busby, Executive Director
Tammy Miller, Director of Leisure Services
Rhonda Brewer, Director of Finance
Ben Curcio, Director of Parks and Planning

APPROVAL OF MINUTES

President Souder questioned if there were any additions or corrections to the minutes of the May 11, 2017 Committee of the Whole Meeting or the May 11, 2017 Regular Meeting.

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

Commissioner O'Malley moved to approve the minutes of the May 11, 2017 Closed Session Meeting.

Commissioner Biedke seconded the motion.

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

Motion carried.

2016 AUDIT REVIEW

President Souder introduced Matt Beran from Lauterbach and Amen to present the 2016 Audit Review. Matt stated he is going to submit the audit report for the GFOA Certificate of Achievement Award again this year and thinks the District will get it. He then gave a brief overview of his report. Matt then reviewed the Management Letter. Current recommendation: GASB 74-75 was discussed regarding recommendation for private pension actuary study for financial statements year ending December 31, 2018. Prior recommendations: Golf course is not compliant with fund balance policy. Four funds that went over budget were all anticipated overages with prior board knowledge and approval.

APPROVAL OF THE 2016 COMPREHENSIVE ANNUAL FINANCE REPORT

Commissioner Walz moved to approve the 2016 Comprehensive Annual Financial Report.

Commissioner Biedke seconded the motion.

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

Motion carried.

APPROVAL OF CHANGE ORDERS #46, #47 AND #38 FROM WIGHT CONSTRUCTION

Commissioner Biedke moved that the Vice President find the Change Order #46, #47 and #48 for a total of \$7,395.43 is in the best interest of the Park District and otherwise authorized by law and that the President be directed to make such a determination in writing; and further authorized that upon being provided with said written determination from the President, the Executive Director be and hereby is authorized and directed to execute and deliver each such change order.

Commissioner Walz seconded the motion.

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

Motion carried.

MINUTES - MAY 25, 2017

Commissioner O'Malley stated that the Village of Itasca required change orders #46 and #48.

**APPROVAL OF PAYMENT APPLICATION FROM
CHICAGOLAND CONSTRUCTION FOR THE
RAINBOW FALLS FUNHOUSE RENOVATION PROJECT**

Commissioner Walz moved to approve the payment application from Chicagoland Construction, Inc. for final payment for the 2016 Capital Project-Rainbow Falls Funhouse Renovation Project in the amount of \$1,000.00

Commissioner Biedke seconded the motion.

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

Motion carried.

Commissioner O'Malley questioned why this payment was not combined with the following payment to Chicagoland Construction. Director Curcio explained he held back \$1,000 last year for them to fix the crack in the concrete.

Director Busby added these are two separate projects.

**APPROVAL OF PAYMENT APPLICATION FROM
CHICAGOLAND CONSTRUCTION FOR THE
RAINBOW FALLS POOL PAINTING PROJECT**

Commissioner Biedke moved to approve the payment application from Chicagoland Construction, Inc. for final payment for the 2017 Capital Project-Rainbow Falls Pool Painting Project in the amount of \$87,000.00

Commissioner Walz seconded the motion.

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

Motion carried.

MINUTES - MAY 25, 2017

CAPITAL PROJECTS

Commissioner Walz stated that Director Brewer handed out a copy of the updated 10-year Capital Improvement Plan at the Committee of the Whole meeting tonight.

FINANCE COMMITTEE

Commissioner Biedke gave the following update: In the Corporate Fund, there was no property tax received in April. Replacement tax year-to-date is \$257,000 compared to a budget of \$133,000. All expense categories are under budget with the exception of Insurance and Benefits due to a change in employee selections. Year-to-date net surplus is \$1,150,000, compared to a budget of \$539,000. In the Recreation Fund, No property tax was received in April. Fees and Admissions are \$485,000 compared to a budget of \$536,000. Program fees are \$651,000 compared to a budget of \$688,000. Some areas above budget are Early Childhood, Dance, Before & After School and Aquatics. The change in method of revenue recognition from date of sale to the accrual method will result in variations throughout the year on when revenue is recognized in financial reports. All expense categories are under budget year-to-date. The Recreation Fund net surplus year-to-date is \$472,000 compared to a budget of \$209,000. Golf had 3,260 rounds through April compared to 2,523 for the same period in 2016. In the Golf Fund, Fees and Admissions were \$99,000 compared to a budget of \$86,000. All expense categories are under budget. Net loss year-to-date is \$277,000 compared to a budgeted loss of \$389,000 because of a combination of revenue exceeding budget and reduced expenses. Cash equivalent as of April 30, 2017 is \$160,639.

COMMITTEE OF THE WHOLE

President Souder reported items discussed at the May 11, 2017 meeting included travel softball, potential changes to the educational reimbursement policy, Skate Park, recent incidents at our parks, a karaoke machine for the seniors and Board positions. Topics discussed at tonight's meeting were the fitness center lockers, Commissioner Assignments, noise issue at CAF, and the 10-year Capital plan.

ATHLETIC COMMITTEE

Commissioner Walz stated he attended the last Softball Association meeting. He feels the board members are doing a good job. He plans to attend all other Association meetings in the next quarter.

GOLF COURSE COMMITTEE

Commissioner Walz shared information on the Wine and Nine event that is taking place on June 2 at the golf course. Staff is promoting the junior golf program this year. They will be offering a discount rate punch card for juniors as well as offering free golf on Sundays after 5:00 pm with a paid adult. In July, junior golfers can purchase a pass for \$100. This pass will give them unlimited golf with restricted times and days. The parking lot lights will be done on June 2, weather permitting and the cart path between holes #11 and #12 will be repaired on Monday, June 5.

MINUTES - MAY 25, 2017

YOUTH COMMITTEE

Commissioner O’Malley stated this year’s Rainbow Falls Summer Blast dates are set for June 7 and August 11, from 8:15-10:15pm. This event is for teens only. Staff is working with the fire department on a bonfire scheduled for October 21. More information will come later in the summer. Summer Scene camp is full and there is a waiting list.

Kim Laper reached out to students at Mead Junior High and asked them to complete a survey regarding Park District teen programs. She will also do the same for Grove students soon.

The Youth Committee members will meet this Saturday to review scholarship essays.

OLD BUSINESS

Director Busby stated that Rainbow Falls and Pirates’ Cove will open their seasons this Saturday. Weather permitting, they will be open Saturday through Monday and then open again the next weekend.

190 North will be filming a segment at Pirates’ Cove on June 5 and June 6. It will air later in June.

Commissioner O’Malley asked how many lifeguards we have. Director Miller responded she does not know the exact count, but she knows there are more fifteen year olds this year than in past years. She added that there are 100 guards ready for this weekend and with another training scheduled in June, we should be over the 150 mark.

PARK BOARD COMMITTEE ASSIGNMENTS

President Souder announced the following Committee Assignments for the Park Board:

	<u>First Chair</u>	<u>Second Chair</u>
Capital Projects Committee	Commissioner Walz	Commissioner Cooke
Finance Committee	Commissioner O’Malley	Commissioner Biedke
Committee of the Whole	Commissioner Souder	Commissioner Walz
Athletic Committee	Commissioner Walz	Commissioner O’Malley
Golf Committee	Commissioner Cooke	Commissioner Biedke
Youth Committee	Commissioner Biedke	Commissioner O’Malley
Adult Committee	Commissioner Cooke	Commissioner Walz

MINUTES - MAY 25, 2017

**APPOINTMENT OF DIRECTOR BUSBY AS THE
EGPD REPRESENTATIVE TO THE NWSRA BOARD**

Commissioner Biedke moved to appoint Executive Director Thomas A. Busby as the Elk Grove Park District's Representative to the Northwest Special Recreation Association (NWSRA) Board.

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 Walz	X		
Commissioner Biedke	X		
President Souder	X		

Motion carried.

PAYMENT OF BILLS

Commissioner Biedke moved to authorize Director Busby to make payment of the bills in the amount of \$153,611.19 for May 11, 2017, \$82,025.70 for May 11, 2017 P-cards, and \$233,668.63 for May 18, 2017.

Commissioner O'Malley seconded the motion.

Elk Grove Park District			
SUMMARY LIST OF BILLS PRESENTED FOR APPROVAL ON MAY 25, 2017			
<u>SUMMARY BY FUND:</u>	<u>5/11/2017</u>	<u>5/11/2017</u>	<u>5/18/2017</u>
		P-cards	
CORPORATE FUND	37,615.37	19,668.13	189,024.23
AUDIT	150.00		
POLICE			
LIABILITY			
RECREATION FUND	22,910.58	35,255.97	14,269.45
PAVING & LIGHTING FUND	655.49		1,541.64
MUSEUM FUND		246.93	112.12
SPECIAL RECREATION	1,600.00	145.69	3,800.00
ASSOCIATIONS	33,457.75	387.62	4,104.55
BOND & INTEREST FUND	13,350.00		
2016 CAPITAL PROJECTS	275.00	2,956.63	3,070.35
2017 CAPITAL PROJECTS	11,600.01	10,913.83	4,146.65
FOX RUN GOLF LINKS FUND	31,996.99	12,450.90	13,599.64
	\$153,611.19	\$82,025.70	\$233,668.63

MINUTES - MAY 25, 2017

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

Motion carried.

MOTION TO APPOINT TREASURER

President Souder opened the floor for nominations for Treasurer of the Park Board.

Commissioner Biedke moved to nominate Commissioner O'Malley for Treasurer of the Park Board.

Commissioner Walz seconded the motion.

There being no other nominations, President Souder called for a roll call vote.

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

Motion carried.

ADJOURNMENT TO CLOSED SESSION

Commissioner Walz moved to adjourn to Closed Session for the Purpose of Discussing the Purchase or Lease of Real Estate for the use of the Public Body per 2(c)(5).

Commissioner Biedke seconded the motion.

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

RECONVENE TO OPEN SESSION

After discussion regarding the purchase or lease of real estate, Commissioner Walz moved to reconvene the meeting to Open Session at 9:10 p.m.

Commissioner Biedke seconded the motion.

MINUTES - MAY 25, 2017

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

The President then re-convened the Regular Meeting.

OLD BUSINESS

Commissioner Walz stated he hopes staff will have information on converting the AHC gym into an area with batting cages.

ADJOURNMENT

Commissioner Walz moved to adjourn the Regular Meeting of May 25, 2017.

Commissioner O'Malley seconded the motion.

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

Motion carried.

The Regular Meeting of May 25, 2017 was adjourned at 9:13 p.m.

Respectfully submitted,

Robert Biedke, Secretary