

Minutes of a Regular Meeting, Board of Park Commissioners of the Rolling Meadows Park District, Park Central Administration Building, 3000 Central Road, April 24, 2018.

The meeting was called to order by President Bisesi at 7:30 pm. After the pledge of allegiance the roll was taken.

COMMISSIONERS PRESENT

Donna Bisesi, President
 Kevin O'Brien, Vice President
 Bill Cooley, Treasurer
 David Andrejek, Commissioner
 Kimberley Meehan, Commissioner
 Christine Savino, Commissioner

STAFF PRESENT

Amy Charlesworth, Executive Director
 Conor Cahill, Supt. of Recreation
 Tim Klier, Supt. of Finance
 Brian McKenna, Supt. of Parks
 Bob Veller, Supt. of Ice Arenas
 Connie Kubik, Recording Secretary

COMMISSIONERS ABSENT

Liz Bolash, Commissioner

APPROVAL OF MINUTES

Comm. O'Brien moved and Comm. Meehan seconded a motion to approve the previously distributed minutes of April 10, 2018. The motion passed unanimously with a voice vote.

SPECIAL BOARD ACTION

None

FINANCE

Comm. Cooley read and moved to approve the following resolution:

**A RESOLUTION PERTAINING TO THE APPROVAL OF BILLS
 CHARGED TO THE GENERAL CORPORATE FUND**

BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE ROLLING MEADOWS PARK DISTRICT, COOK COUNTY, ILLINOIS, that the following disbursements to the General Corporate Fund be approved for payment:

CHECK #	PAYEE	ACCOUNT	AMOUNT
12714	CallOne	01-02-6214	1,244.83
		01-02-6216	50.50
		02-01-6312	2,214.27
		02-05-6514	561.93
12715	Care Program	02-07-7230	7,171.12
12716	Collins Plumbing & Jetting Inc.	02-01-6322	1,091.05
12717	Deere & Company	15-00-6540	41,263.26
12718	G&I Electric Company	02-01-6322	2,015.00
		02-05-6522	190.00
12719	Hitchcock Design Inc.	15-00-6310	6,843.99
12720	Icemann Arena Services	15-00-6540	72,000.00
		01-00-4900	(10,000.00)
12721	Nicor Gas	02-05-6514	1,143.13

		02-01-6312	646.92
		01-02-6214	211.55
12722	NWSRA/Northwest Special Recreation	08-00-6640	43,363.86
		08-00-1500	21,681.92
12723	Park District Risk Management	01-01-6019	11,654.18
		02-01-6316	29,052.60
		01-01-2262	8,199.68
		05-00-6380	21,236.16
		05-00-6381	11,554.14
12724	Richmond Fisheries	01-02-6222	1,000.00
12725	RMC Inc.	02-05-6522	15,999.00
12726	Service Sanitation Inc.	02-01-6322	885.88
12727	WT Group LLC.	01-01-6012	2,792.06
12728	Service Sanitation Inc.	02-01-6322	1,390.00
Total General Fund Checks for April 24, 2018			\$ 295,457.03

Presented the 24th day of April, 2018

AYES:
NAYS:
ABSENT:

Approved the 24th day of April 2018



President, Board of Park Commissioners

ATTEST: 

Secretary, Board of Park Commissioners

Comm. Meehan seconded the motion which passed unanimously.

Supt. Veller entered the meeting at 7:35 PM.

Comm. Cooley read and moved to approve a Resolution for the Transfer of \$100,000 from the General Corporate Fund and \$200,000 from the Recreation Fund to the Capital Improvements Fund. Supt. Klier discussed impact fees from new development. Comm. Savino seconded the motion which was unanimously approved.

Comm. Cooley read and moved to approve a Resolution for the Transfer of the Interest Earned from the Recreation Fund, Bond and Interest Fund and Capital Improvements Fund to the General Corporate Fund. Supt. Klier explained interest across the Funds and consolidation of interest into the General Fund. Comm. Andrejek seconded the motion which was unanimously approved.

Supt. Klier reviewed the previously distributed 2018/2019 Capital Improvements Budget and Fund Recap. Dir. Charlesworth discussed completed and scheduled improvements in Parks, at Facilities and for Vehicle and Equipment replacements. There was topic discussion regarding Back Stop replacements/repairs in the

Parks, flooring replacements at the Community Center and the parking lot replacement schedule at Joint Maintenance Facility.

Supt Klier reviewed the 2018/2019 Tentative Annual Budget and Appropriation Ordinance and noted that two public hearings are scheduled for May with final adoption scheduled for May 22nd, 2018.

Supt. Klier reviewed the previously distributed Finance Report. He noted the Auditors schedule.

Dir. Charlesworth reminded Commissioners to respond to the annual questionnaire sent to Board members from Sikich around May 1st. There was topic discussion.

COMMITTEE/STAFF REPORTS

Building and Grounds:

Supt. McKenna reported on the WM cooling tower replacement, snow melt pit coil replacement, Olympia ice machine delivery, plan review of installation of a concrete pad adjoining the Amphitheatre, Tot pool filter renovation project, mowing and athletic field schedules. He noted that Kimball Hill summer preparation is underway, bathrooms are open, pavilion floor power washed, picnic tables cleaned, waterfall is on and new drinking fountain is being installed. There was discussion regarding the porta-potties and the WM cooling tower.

Recreation:

Supt. Cahill reviewed the previously distributed Recreation Report. He highlighted Adult and Senior trips, Baseball season, Care lottery issues, Dance fundraising, Early Childhood registration, Teen Night programming, Rental reservation software, Ice Show Marketing and Fall catalog input; he noted ongoing departmental staff performance reviews. There was discussion regarding the new process for Supervisors to access their catalog pages.

Dir. Charlesworth noted that Willow Bend School is opening a room for CARE programming which will help wait list participants.

Ice Arenas:

Supt Veller discussed the Ice Show event. There was topic discussion.

Policy:

Comm. Meehan moved and Comm. Cooley seconded a motion to waive the reading of a Resolution Granting Authority for the President of the Board of Park Commissioners of the Rolling Meadows Park District to enter into an Agreement with the board of Education of Community Consolidated School District 15. The motion was unanimously approved.

Dir. Charlesworth and Supt. McKenna discussed revisions to the existing agreement for CCD 15 grounds and facility use in exchange for mowing. Noted changes eliminated the close/hand trimming from the existing agreement. There was topic discussion.

Comm. Meehan moved and Comm. Andrejek seconded a motion to approve the Resolution Granting Authority for the President of the Board of Park Commissioners of the Rolling Meadows Park District to enter into an Agreement with the board of Education of Community Consolidated School District 15 as presented.

The motion was unanimously approved.

REPORT OF OFFICERS

President – Comm. Bisesi asked the Board if they would like to create a float or use golf carts for the 4th of July parade. There was topic discussion with agreement to create a float with help from Full time staff.

Vice President – None

Treasurer – Comm. Cooley complimented Staff on the Ice Show.

Secretary/Director – Dir. Charlesworth noted a Thank you correspondence from Tracey Crawford of NWSRA for Staff reupholstering some of their office chairs. In response to resident’s email and telephone correspondence she advised that our electrician has made some adjustments to the Parking lot lights at Sports Complex. She reminded the Board of the Circle of Success recognition dinner on May 31st and requested an RSVP at the next meeting.

Attorney – None

MATTERS FROM COMMISSIONERS

Comm. Meehan inquired why we would pay to replace a fire hydrant. Supt. McKenna advised that it is located on our property and it broke while we were using it. She complimented Rita and Leanne for their work on the Ice show.

RECOGNITION OF VISITORS

None

NEW BUSINESS

Dir. Charlesworth reviewed the Bid Tabulation for the Master Plan RFP. She opened a discussion regarding the four bids and asked the Board if they would like to interview each bidder, simply choose the low bidder or have a Committee meeting. There was topic discussion with agreement to go with the low bidder Planning Resources Inc. Dir. Charlesworth advised that she will prepare a report for next meeting.

EXECUTIVE SESSION

None

EXECUTIVE SESSION ACTION

None

SCHEDULE OF MEETINGS

Board Meeting	May 8, 2018	7:30 PM
Board Meeting	May 22, 2018	7:30 PM

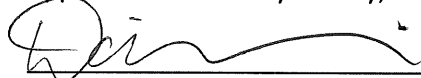
ADJOURNMENT

There being no further business Comm. Cooley moved to adjourn. Comm. Andrejek seconded the motion which was unanimously approved at 8:55 PM.

Presented this 8th day of May, 2018

AYES:
NAYS:
ABSEN

Approved this 8th day of May, 2018



President, Board of Park Commissioners

ATTEST:


Secretary, Board of Park Commissioners