

**Minutes of a Regular Meeting**, Board of Park Commissioners of the Rolling Meadows Park District, Park Central Administration Building, 3000 Central Road, **May 22, 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  
Christine Savino, Commissioner

**STAFF PRESENT**

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

**COMMISSIONERS ABSENT**

David Andrejek, Commissioner  
Liz Bolash, Commissioner  
Kimberley Meehan, Commissioner

**APPROVAL OF MINUTES**

Comm. Cooley moved and Comm. Savino seconded a motion to approve the previously distributed minutes of May 8, 2018. The motion passed unanimously by those present.

**SPECIAL BOARD ACTION**

President Bisesi declared open to the public for discussion, the second meeting for the 2018/2019 Budget and Appropriations Ordinance number 397. Copies were available for the public. There being no public present, and no questions or comments from the Board, Comm. Savino moved and Comm. O'Brien seconded a motion to close the public hearing. The motion passed unanimously by those present.

Comm. Savino moved and Comm. O'Brien seconded a motion to approve the 2018/2019 Budget & Appropriations Ordinance number 397 as presented. The motion was unanimously approved by those present upon a roll call vote.

**FINANCE**

Comm. Cooley read the previously distributed 2018 Estimate of Revenue. There was topic discussion.

Comm. Cooley read and moved to approve the previously distributed resolution regarding 2017 Replacement Tax Distributions. The motion was seconded by Comm. O'Brien and unanimously approved by those present.

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
12751	Bott Roofing Inc.	02-05-6522	1,247.30
12752	CallOne	01-02-6214	1,244.83
		01-02-6216	50.50
		02-01-6312	2,399.29
		02-05-6514	559.09
12753	City of Rolling Meadows	01-02-6214	71.67
		01-01-2020	5,065.24
		02-01-6312	6.00
12754	Constellation New Energy	02-01-2020	4,045.34
		01-01-2020	267.86
12755	Flying V Martial Arts Inc.	02-01-2020	1,831.13
12756	Heller & Heller Consulting LLC.	01-01-2020	2,340.00
12757	HiFi Superstar	02-02-6462	2,000.00
12758	Hoffman Estates Park District	02-05-6519	750.00
		02-01-2020	4,500.00
12759	Nicor Gas	02-01-2020	1,722.45
		01-01-2020	199.57
12760	Northwest Hockey League	02-05-6541	1,600.00
12761	Park Central Condo Association	01-02-6225	3,918.00
12762	Park District Risk Management	01-01-6019	11,660.03
		02-01-6316	29,058.45
		01-01-2262	8,229.58
12763	Park Ridge Park District	02-01-2020	2,760.00
12764	Performance Lighting	02-01-2020	5,500.00
12765	RMC Inc.	15-00-2020	20,508.34
12766	Rolling Meadows Golden Years	02-02-2020	1,107.00
		02-01-2020	575.50
12767	Service Sanitation Inc.	02-01-6322	1,390.00
12768	Tee Jay Service Company	15-00-6530	8,342.00
		08-00-6520	8,342.00
12769	W-T Group LLC	01-01-6012	3,483.61
12770	Warehouse Direct Workplace	02-01-6321	4,013.67
Total General Fund Checks for May 22nd, 2018			\$ 138,788.45

Presented the 22nd day of May, 2018

AYES:  
NAYS:  
ABSENT:

Approved the 22nd day of May 2018

  
\_\_\_\_\_  
President, Board of Park Commissioners

ATTEST:

  
Secretary, Board of Park Commissioners

After discussion concerning a roof leak and phone service fees Comm. Savino seconded the motion which passed unanimously by those present.

Dir. Charlesworth reviewed and discussed our 2018/2019 GFOA Budget. She explained the requirements for a GFOA compliant document and highlighted the Master and Capital Plans. She explained how the GFOA Budget helps the public understand and see the how and why of what we do. There was discussion of taxes paid to the Park District and lower EAV's.

Supt. Klier reported on the Auditors scheduled return for fieldwork in June, filing of Ordinance 397 with the City and State and noted that Cook County's 2017 tax numbers should be available by the end of the month.

### **COMMITTEE/STAFF REPORTS**

#### **Building and Grounds:**

Supt. McKenna reported on getting the pool ready for Memorial Day weekend, the West Meadows Parking lot project starting on Thursday and the insurance reimbursement for the cooling tower failure. There was discussion regarding pavement testing procedures.

Comm. Cooley asked about a report of water on the ice at West Meadows. Supt. Veller advised that they had added water to raise the thickness of the ice one afternoon in some areas. There was topic discussion.

Supt. McKenna continued to report on the ongoing Bike Path Project which passed its first inspection, paving challenges near the Carillon and the Amphitheater concrete in Kimball Hill Park which is waiting on the MWRD permit. There was discussion regarding compensatory water storage, engineering and the summer City events in Kimball Hill Park.

Comm. Savino asked to have the fencing footprint around the Amphitheater project made smaller. There was additional discussion concerning potential compensatory water storage solutions, Sports Complex storm water backup and water storage to accommodate the Kimball Hill bathrooms years ago.

Comm. Cooley asked if the swim team was required to pay for pool lane dividers. Staff advised that the swim team does not pay rent and typically purchases their own amenities but we are already looking at what the Park District can do to help. There was topic discussion.

Comm. Bisesi asked about the lane divider missing between the deep and regular end of the pool and if the fountain was installed in Kimball Hill Park. There was topic discussion and Staff advised that the fountain has been installed.

Comm. Cooley asked about a cover for the pool to hold in the heat and if the fountain is in the pond yet. There was topic discussion and staff advised the fountain has not been installed yet.

#### **Recreation:**

Dir. Charlesworth reviewed a previously distributed report of enrollment totals for all schools participating in the Care Program; 884 children are enrolled with only one wait list of 13 children at Willow Bend School.

Supt. Cahill reviewed his previously distributed Recreation Report. He highlighted ongoing Camp registration, Preschool graduations, Fall catalog updates, successful Triad committee Senior lunch and learn event, and baseball rainouts. He noted implementation of Activenet's Facility Management module now being Beta

tested with Plum Grove Park rental data. He mentioned he is evaluating a new app, currently used at West Meadow Ice Arena for scheduling Part time employee work shifts and advised of a new junior intern assisting at the Community Center. There was discussion.

Comm. O'Brien suggested we advertise low enrollment programs on Facebook. Staff advised that we currently do this and can increase the routine schedule for all programming.

Ice Arenas:

Supt Veller reported that the second season of Little Blackhawks just finished with a Skate and Pizza Party, the Renegades also finished their season, Pubic Skate is ending, 10-12U won their tournament and Adult Hockey is in it's fifth week.

Dir. Charlesworth noted that there are 505 participants/families enrolled in the Renegades Hockey program.

There was discussion regarding adjusted pricing for Camp Dance/Hockey Camp one week rates.

Policy:

Comm. O'Brien read and moved to adopt the following resolution:


**A RESOLUTION PERTAINING TO THE AUTHORITY GRANTED  
TO THE POLICE DEPARTMENT OF THE MUNICIPALITY KNOWN AS THE  
CITY OF ROLLING MEADOWS TO ACT AS PARK POLICE IN AND FOR  
THE ROLLING MEADOWS PARK DISTRICT**

BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE ROLLING MEADOWS PARK DISTRICT, COOK COUNTY, ILLINOIS that the Rolling Meadows Police Department is hereby authorized by the Board of Park Commissioners of the Rolling Meadows Park District to enter on to the property owned and controlled by said Board for the purpose of enforcing the Ordinances of the Rolling Meadows Park District. This resolution will be in full force and effect until May 31, 2019.

Presented this 22nd day of May, 2018

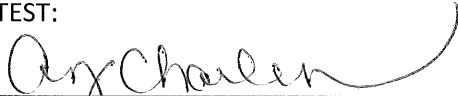
AYES:  
NAYS:  
ABSENT:

Approved this 22nd day of May, 2018



President, Board of Park Commissioners

ATTEST:

  
Secretary, Board of Park Commissioners

Comm. Savino seconded the motion which passed unanimously by those present.

Comm. O'Brien read and moved to adopt the following resolution:

**A RESOLUTION PERTAINING TO THE APPROVAL OF ACTS OF THE**

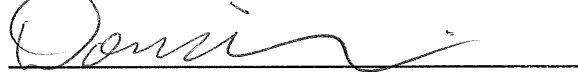
**OFFICERS AND COMMISSIONERS**

BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE ROLLING MEADOWS PARK DISTRICT, COOK COUNTY, ILLINOIS, that all acts of Officers and Members of the Board of Park Commissioners through and including April 30, 2018 and the same is hereby ratified, approved and confirmed.

Presented this 22nd day of May, 2018

AYES:  
NAYS:  
ABSENT:

Approved this 22nd day of May, 2018



President, Board of Park Commissioners

ATTEST:



Secretary, Board of Park Commissioners

Comm. Cooley seconded the motion which passed unanimously by those present.

Comm. O'Brien read and moved to adopt the following resolution:

**A RESOLUTION GIVING AUTHORITY FOR ACCESS TO  
PARK DISTRICT SAFETY DEPOSIT BOX**

BE IT RESOLVED BY THE BOARD OF PARK COMMISSIONERS OF THE ROLLING MEADOWS PARK DISTRICT, COOK COUNTY, ILLINOIS, that the following Board and staff members are authorized to gain entrance to the Safety Deposit Box 1303 located in the BMO Harris Bank NA for the purpose of viewing official documents belonging to the Rolling Meadows Park District.

Listed below are those duly authorized:

David Andrejek	Amy Charlesworth
Donna Bisesi	Tim Klier
Liz Bolash	Bruno W. Tabis
Bill Cooley	Connie Kubik
Kimberley Meehan	
Kevin O'Brien	
Christine Savino	

Presented this 22nd day of May, 2018

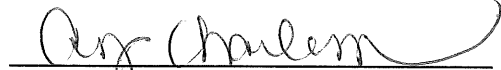
AYES:  
NAYS:  
ABSENT:

Approved this 22nd day of May, 2018



President, Board of Park Commissioners

ATTEST:

  
Secretary, Board of Park Commissioners

Comm. Savino seconded the motion which passed unanimously by those present.

#### **REPORT OF OFFICERS**

President – Comm. Bisesi shared a communication she received from a resident that has a child in summer camp and wants him to be kept indoors rather than go to the pool with a camp group. There was discussion of a variety of possible alternative options that was presented to this resident. Comm. Bisesi suggested a nurse from Northwest Community Hospital provide an educational presentation on natural sunscreens and sun protective clothing for parents.

She noted that she was glad to see that the 60<sup>th</sup> Anniversary email went out. She asked Commissioners to attend our free events and complimented the new doors at the Community Center.

Vice President – Comm. O’Brien inquired about an update on the 60<sup>th</sup> Anniversary float. Dir. Charlesworth advised she had some information for the Board after the meeting.

Treasurer – None

Secretary/Director – Dir. Charlesworth updated the Board regarding the following correspondence:

Telephone call from Sports Complex neighbor regarding the LED lights shining in her backyard. They have been adjusted once and we are trying to fix.

Call from resident regarding parking at Park Central and car being towed. Car was illegally parked.

Email from dance parent regarding the Petites competitive team (commissioners were all copied). We are working toward some type of compromise.

Email from camp parent regarding pool visits and exposure to the sun. Suggested alternative options.

Email from Harper College about room use for the ESL partnership. Working on the logistics.

Email from Waverly Park resident about graffiti.

Picnic at Kimball Hill Park with loud music to 11:30 pm. (Permit to 10 PM). Perhaps have a Supervisor assigned or visiting Staff during event.

There was group discussion.

Dir. Charlesworth reported that she attended the PDRMA meeting and our loss control score was 96%. We receive a monetary incentive used for the Staff Recognition program in fall. She noted that PDRMA has educated 120 of our Staff over two years for Safety Training and 74% of employees participated in the Path program.

Attorney – None

#### **MATTERS FROM COMMISSIONERS**

Comm. Bisesi complimented Comm. Savino on the Hit, Run Pitch Derby.

**RECOGNITION OF VISITORS**

None

**NEW BUSINESS**

Dir. Charlesworth reported that she has met with the Church of Christ and they will be using Chadwick for their parking lot project. We will be making a \$25,000 donation to their project in exchange for use of their lot for Florey Park parking. Attorney Tabis is presently working on the agreement. There will be a small instructional parking sign below the stop sign near the Park and on the Campbell Street stop sign.

Dir. Charlesworth advised that when attending the District 15 Care meeting she found that Kimball Hill School had purchased their new playground equipment for July 2018 installation. The Park District has agreed to install it for them. The intergovernmental agreement will reflect that District 15 will perform the maintenance and repairs and the Park District will perform the Safety audits for the playground equipment.

Dir. Charlesworth reviewed our previously distributed Strategic Plan chart of goals showing how we implement goals from the Strategic Plan into each department. She discussed measures to create a visual dashboard for residents to view which we can regularly post online and use for tracking progress. There was discussion regarding systematic Facebook posting.

Dir. Charlesworth discussed the previously distributed the Strategic Plan Short Term Departmental Goals tied to the strategic themes and objectives which will be kept by department for follow through each budget year. Further discussion will be scheduled for our next meeting.

**EXECUTIVE SESSION**

None

**EXECUTIVE SESSION ACTION**

None

**SCHEDULE OF MEETINGS**

Board Meeting-Annual Election	June 12, 2018	7:30 PM
Board Meeting	June 26, 2018	7:30 PM

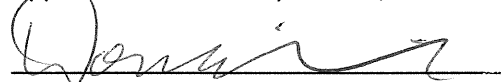
**ADJOURNMENT**

There being no further business Comm. Cooley moved to adjourn. Comm. Savino seconded the motion which was unanimously approved at 9:05 PM by those present.


Presented this 12<sup>th</sup> day of June, 2018

AYES:  
NAYS:  
ABSENT:

Approved this 12th day of June, 2018

  
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President, Board of Park Commissioners

ATTEST:

  
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Secretary, Board of Park Commissioners