

Minutes of the Special Committee of the Whole Meeting, Board of Park Commissioners of the Rolling Meadows Park District, Park Central Administration Building, 3000 Central Road, June 26, 2018.

The meeting was called to order by President O'Brien at 6:00 pm. The roll was taken.

COMMISSIONERS PRESENT

Kevin O'Brien, President
Donna Bisesi, Commissioner
Kimberley Meehan, Commissioner
Christine Savino, Commissioner

STAFF PRESENT

Amy Charlesworth, Executive Director
Tim Klier, Supt. of Finance
Brian McKenna, Supt. of Parks

COMMISSIONERS ABSENT

Bill Cooley, Vice President
Liz Bolash, Treasurer
David Andrejek, Commissioner

INTRODUCTION OF PLANNING RESOURCES, INC.

Director Charlesworth welcomed everyone and noted to the Board that staff had met with Planning Resources Inc. to develop questions for the community survey as a first step to Developing the Parks and Recreation Master Plan.

Director Charlesworth introduced Planning Resources representatives Steven Halberg, Assistant Director of Landscape Architecture, our Project Manager, and Joe Murphy, Landscape Architect. Ray Ochromowicz and Kim Sellars from Executive Decisions were also introduced.

DISCUSSION OF COMMUNITY SURVEY

Steve Halberg discussed the format of the survey, that 2000 would be mailed to a list that was obtained through Cook County Assessor's office and that the anticipated return is 400. There was discussion regarding reaching residents that live in apartments and including the Hispanic community. Steve then proceeded to go through each of the questions on the survey and recorded Board feedback.

FOCUS GROUP

Ray Ochromowicz gave a brief description of his company's role in assessing the recreational programs of the District. Then he and Kim Sellars led the Board through a SWOT analysis asking for feedback on Strengths, Weaknesses, Opportunities, and Threats relating to the programs and facilities of the District. Executive Decisions will lead the supervisory staff and others through a similar exercise as we go through the process of developing the Parks and Recreation Master Plan.

ADJOURNMENT

Director Charlesworth thanked everyone for participating. Guests then exited the meeting.

Minutes of a Regular Meeting, Board of Park Commissioners of the Rolling Meadows Park District, Park Central Administration Building, 3000 Central Road, June 26, 2018.

The meeting was called to order by President O'Brien at 7:34 pm. After the pledge of allegiance, the roll was taken.

COMMISSIONERS PRESENT

Kevin O'Brien, President

STAFF PRESENT

Amy Charlesworth, Executive Director

Donna Bisesi, Commissioner
Kimberley Meehan, Commissioner
Christine Savino, Commissioner

Tim Klier, Supt. of Finance
Conor Cahill, Supt. of Recreation
Brian McKenna, Supt. of Parks
Dominic Calderisi, Safety & Project Manager
Connie Kubik, Recording Secretary

COMMISSIONERS ABSENT

Bill Cooley, Vice President
Liz Bolash, Treasurer
David Andrejek, Commissioner

APPROVAL OF MINUTES

Comm. Bisesi moved and Comm. Savino seconded a motion to approve the previously distributed minutes of June 12, 2018. The motion passed unanimously by those present.

SPECIAL BOARD ACTION

None

FINANCE

Comm. O'Brien 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
12800	Amateur Hockey Association	02-05-6520	3,650.00
12801	James Auchinleck Jr.	02-01-2020	612.48
		02-02-6403	496.32
12802	Bob Ridings Inc.	15-00-6550	49,808.00
12803	CallOne	01-02-6214	1,244.83
		01-02-6216	50.50
		02-01-6312	2,381.20
		02-05-6514	556.12
12804	Constellation New Energy	02-05-6514	3,659.22
		02-01-6312	1,053.28
		01-02-6214	217.75
12805	Dual Temp of Illinois	02-05-6522	1,360.00
12806	G&I Electric Co.	02-05-6522	1,725.00
		02-04-6614	775.00
		01-02-6224	190.00
12807	Illinois Shotokan Karate	02-02-6443	2,794.14
12808	JC Licht, LLC.	02-04-6614	2,067.66
		02-01-6321	96.22
12809	Lifetouch	02-01-2290	1,030.00
12810	Mansfield Oil Company	02-05-6514	1,014.97

12811	Nicor Gas	02-05-6514	928.84
		02-01-6321	494.91
		01-02-6214	168.17
12812	Northwest Electrical Supply	02-01-6321	585.00
		02-05-6512	745.30
12813	Park District Risk Management	02-01-6315	30.00
		01-01-6019	11,660.03
		02-01-6316	29,058.45
		01-01-2262	8,229.58
12814	Paulson Press Inc.	02-01-2020	1,100.00
12815	US Postal Serv/Arlington Hts.	02-01-6313	1,850.00
12816	W-T Group LLC.	01-01-6012	2,829.41
Total General Fund Checks for June 26th, 2018		\$	<u>132,462.38</u>

Presented the 26th day of June, 2018

AYES:
NAYS:
ABSENT:

Approved the 26th day of June 2018



President, Board of Park Commissioners

Comm. Savino inquired if the W-T billing was for the Kimball Hill gazebo/amphitheater. Staff advised that it was. Comm. Meehan seconded the motion, which passed unanimously by those present.

Supt. Klier reviewed his previously distributed ten-year Property Tax Levy Extension analysis, discussed the tax rates, EAV, new property tax revenue and CPI. He noted that Sikich is on site this week to complete their audit work and update the district's fixed assets, along with the GASB 34 and GASB 68 pension reporting requirements. He advised a draft version should be available by the end of July, with the final version presented at the August 28 meeting and accepted on August 28 or September 11.

COMMITTEE/STAFF REPORTS

Building and Grounds:

Supt. McKenna reported on construction rain delays for the West Meadows parking lot and Bike Path renovations. He advised that RMC will be installing two new HVAC systems at the Community Center and the Boy Scouts will be installing new planter boxes at Sunset, Creekside, and Cardinal Drive Parks.

Director Charlesworth advised that Scott Paddock and Brian McKenna met with the pickleball ambassador at our Plum Grove Park tennis courts. He advised us that these tennis courts have a synthetic surface rather than asphalt and are not suitable for pickleball use. Consequently, we will only have outdoor pickleball at Florey and Countryside Parks and we will note this for future renovations.

Recreation:

Supt. Cahill advised that he was pleased with JEM's response to our previous concerns and noted only a few small things remained. He advised that extra training has been implemented, full time management

personnel have been changed, and he will continue to check on them. There was topic discussion and Comm. O'Brien agreed things were improved.

Supt. Cahill discussed the Senior trip to Plainfield, the Soccer Academy, Tot camp, Noonie Times, Family Find Event and the Parking Lot Party. He noted that we may have a possible corporate sponsor for the 5K Event, Rentals has a new Activenet software that is now live, next week will be #3 of the catalog proof and Preschool registration is up. Comm. Meehan asked if Preschool always has a wait list. Director Charlesworth advised that Karrie is considering opening up some additional classes to accommodate.

Comm. O'Brien asked about the security deposit charged for damage at Park Central. Director Charlesworth advised that it was a broken window in the Teen Center during a rental. He inquired about who is assigned to change the Pool Open sign on Owl Drive. There was topic discussion and it was determined that it was the pool supervisor. Comm. O'Brien noted that his daughter who is a pool supervisor was not informed of this.

Comm. Bisesi asked about the lane lines at the pool that were not replaced after a meet and after swim class ended. There was topic discussion. Director Charlesworth advised that we will issue a reminder to swim team to replace the lane lines after swim classes or team meets.

Ice Arenas:

Director Charlesworth reported that Hockey camps are going well. She advised that West Meadows Ice Arena received the AHAI President's Award at the 2018 AHAI Association Leadership Conference on June 2 and Supt. Veller is currently working on fall contracts.

Policy:

Comm. Savino moved to table discussion of the Parking Lot Replacement Agreement and Pathway Access Easement Agreement with Cardinal Drive Church of Christ until the next meeting. Motion was seconded by Comm. Meehan and unanimously approved by those present.

Director Charlesworth discussed updates to the agreement between Cardinal Drive Church and the Park District for Florey Park parking.

REPORT OF OFFICERS

President – None

Vice President – None

Treasurer – None

Secretary/Director – Dir. Charlesworth advised that the Board should meet for the 4th of July parade at 10:30 AM at Park Central; she discussed the float, parade giveaways, shirts and parking passes. She noted that Duck Race tickets are by each Commissioners seat and asked that they each sell a couple of Quack Packs; the Parks Foundation donated \$4,000 for our 60th Anniversary and we received a certificate from NRPA (National Recreation and Parks Association) for metrics program participation. Residents have noted that the Parks look great, that they appreciate more information in the Minutes and adjustments are still being made to LED lighting near resident homes; she received a Thank you from Sundling Jr High for the donation of pool passes.

Attorney – None

MATTERS FROM COMMISSIONERS

Comm. Bisesi inquired about a Daily Herald headline that stated that Plum Grove Park was becoming a wedding venue. Director Charlesworth advised that the headline was misleading-it is not only a wedding venue. There are grills, benches and an outdoor pavilion for any a picnic or party rental opportunity.

Comm. O'Brien asked whether we had received any feedback from Attorney Tabis regarding the JEM contract and credits for closings. Director Charlesworth advised that he had not yet replied.

RECOGNITION OF VISITORS

None

NEW BUSINESS

None

EXECUTIVE SESSION

None

EXECUTIVE SESSION ACTION

None

SCHEDULE OF MEETINGS

Board Meeting	July 24, 2018	7:30 PM
Board Meeting	August 8, 2018	7:30 PM

ADJOURNMENT

There being no further business Comm. Savino moved to adjourn. Comm. Meehan seconded the motion, which was unanimously approved at 8:15 PM by those present.

Presented this 24th day of July, 2018

AYES:

NAYS:

ABSENT:

Approved this 24th day of July, 2018



President, Board of Park Commissioners

ATTEST:



Secretary, Board of Park Commissioners