

Minutes of a Regular Meeting, Board of Park Commissioners of the Rolling Meadows Park District, Park Central Administration Building, 3000 Central Road, September 25, 2018.

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

COMMISSIONERS PRESENT

Kevin O'Brien, President
 Bill Cooley, Vice President
 Liz Bolash, Treasurer
 David Andrejek, Commissioner
 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
 Conor Cahill, Supt. of Recreation
 Bob Veller, Supt. of Ice Arenas
 Connie Kubik, Recording Secretary

SPECIAL BOARD ACTION

None

APPROVAL OF MINUTES

Comm. Savino moved and Comm. Cooley seconded a motion to approve the minutes of September 11th, 2018. The motion passed unanimously.

FINANCE

Comm. Bolash 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:

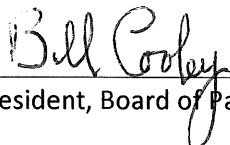
CHECK #	PAYEE	ACCOUNT	AMOUNT
12899	Alexander Equipment Co. Inc.	01-02-6224	1,119.07
12900	Arlington Power Equipment	01-02-6221	7.99
		01-02-6240	2,017.00
12901	CallOne	01-02-6214	1,445.41
		01-02-6216	51.99
		02-01-6312	2,557.70
		02-05-6514	577.04
12902	Constellation New Energy	01-02-6214	203.85
		02-01-6312	799.71
		02-05-6514	3,211.04
12903	Creekside Printing	02-01-6313	8,246.00
12904	Groot Inc.	02-01-6322	578.91
		02-05-6522	895.66
		01-02-1210	446.10

12905	Haskin, Corrigan & Tabis & Parravano PC	01-01-6012	2,638.00
12906	Henning Brothers Inc.	02-01-6321	1,047.45
12907	Hitchcock Design Inc.	01-01-6012	1,136.25
12908	Illinois Shotokan Karate	02-02-6443	2,853.48
12909	Nicor Gas	02-05-6514	739.45
		02-01-6312	403.81
		01-02-6214	147.04
12910	Park Ridge Park District	02-05-6519	1,150.00
12911	Planning Resources Inc.	01-01-6012	7,050.00
12912	Reno-Sys Corp-Aquatic Reno Sys	15-00-6530	3,166.00
12913	Signet Pavement Supply	01-02-6221	1,531.63
12914	SOS Technologies	05-00-6540	1,435.75
		02-01-6321	259.15
12915	Warehouse Direct Workplace	02-01-6321	3,513.40
Total General Fund Checks for September 25th, 2018		\$	49,228.88

Presented the 25th day of September 2018

AYES:
NAYS:
ABSENT:

Approved the 25th day of September 2018



President, Board of Park Commissioners

ATTEST: 

Secretary, Board of Park Commissioners

Comm. Bisesi seconded the motion, which passed unanimously.

Comm. Cooley asked how the GO bond funds were to going to be used. Dir. Charlesworth explained the public hearing announcement notice and advised that it will cover two years of capital projects in our five-year plan. Supt. Klier explained that it covers years 2020 and 2021 with the capital projects for 2020 already identified.

Comm. Cooley moved to accept the previously distributed 2017/2018 Fiscal Year Audit as presented by Dan Berg of Sikich, LLC on September 11th, 2018. Comm. Meehan seconded the motion and it was unanimously approved upon a roll call vote.

Supt. Klier reviewed his previously distributed Finance Report noting property tax distributions and the FY 2018 Audit disclosure requirements.

COMMITTEE/STAFF REPORTS

Building and Grounds:

Supt. McKenna noted his previously distributed Building and Grounds report and reported that weed spraying in the Parks and for some District 15 schools will be done the week of October 1 through the 5th; notice has been posted and published.

Comm. Cooley asked why the pool area is lit up. Supt. McKenna advised that some timers need to be readjusted.

Comm. Bisesi asked if we put ballast water in the tot pool for winter. Supt. McKenna advised that we do not due to the shallow depth.

Comm. Savino asked how the amphitheater in Kimball Hill Park is going. Staff advised that another submittal to MWRD is going in via WT Engineering tomorrow morning and we are hoping to have some information back from them in two weeks.

Comm. Savino asked for a timeline for the project. Dir. Charlesworth explained the permitting process with the City and MWRD and noted that WT initially advised us that MWRD permitting could take four to six months. There was discussion regarding how these permits might possibly be expedited and permitting of some prior projects. Supt. McKenna discussed the concrete additions for Plum Grove and Kimball Hill projects.

Comm. Bisesi asked if MWRD is a county authority. Dir. Charlesworth advised that it is regional.

Recreation:

Supt. Cahill noted his previously distributed Recreation Report. He reported that they are looking for a CDL bus driver for Wendy's trips; the Gallagher Wellness Fair was the best he had ever seen and he hopes to discuss a programming agreement with them; the 5K needs more people and they changed the course this year for better organization-he hoped the Gallagher publicity will help program attendance.

Comm. Savino mentioned that the advertising for the 5K lists fees for two categories: 21 and up and 20 and under. She suggested offering a family discounted price. There was discussion of extending a family of four group-discounted pricing.

Comm. Bolash suggested posting advertising in local gyms and fitness centers. There was discussion of additional advertising and possible incentives.

Supt. Cahill noted Friday was Brew Fest. Comm. Cooley asked that the program not be scheduled at the same time as homecoming. There was discussion of trying to prevent simultaneous events and better coordination with local events.

Comm. Bisesi asked about the 5K Race attendance goal. Supt. Cahill advised that it would be 100 as last year was 80.

Dir. Charlesworth discussed a new NWSRA program called, Healthy Minds/Bodies that is in five districts now. She explained that it offers a free fitness pass to any veteran of the armed services and a companion. It is for Park District residents who have served and she is looking into it now.

Comm. Bolash asked whether there was any interest in the Girls Retreat Event. Supt. Cahill stated that six girls were enrolled.

Comm. Bisesi asked about attendance at the Teen Center Homework program. Dir. Charlesworth stated that there were two attendees the other day.

Ice Arenas:

Supt Veller highlighted Youth Hockey, Adult Hockey, and Learn to Skate from his previously distributed Ice Arena Report. He noted we might be moving Frost Fest next year and the public skate Orbit lights are installed now. He advised that the new ice-scheduling program has been very nice and the first round of billings will be going out next week; we will have some feedback on that soon.

Comm. Cooley asked how much public skate time is scheduled. Supt. Veller stated Friday, Saturday and Sunday are each an hour and a half.

Comm. Bisesi asked what the fees are. Supt. Veller stated it is \$8.00 per person and skate rental is \$3.00. He noted that we can take credit cards now and are looking at pass type swipe cards for the skaters. He discussed how scanning tracks pass holder visits and can move the line along faster.

Comm. Cooley asked if the new software helps scheduling. He advised we are scheduled through March now and at Christmas time can schedule from March through June for in-house, clubs, and group contracted ice.

Noting an anonymous email received by Dir. Charlesworth and the Park Board of Commissioners there was discussion of how Adult Hockey teams are scheduled, what happens when teams drop or do not pay fees; rescheduling of ice time, segmented ice schedules corresponding with payment schedules, ice rental times and vendor contracts. After discussion, the agreed procedure was to pay as a team by a deadline or the team will be off the schedule. Also noted was that the schedule is to be created in three segments to allow for A/R reporting updates and determination of teams being dropped for nonpayment. There was other topic discussion including injury refunds, having a smaller league and the impact that has on the corresponding expense of renting other facilities and possibly consolidating divisions.

Policy:

Dir. Charlesworth updated the Board regarding Planning Resources community survey. She advised that there would be focus group meetings on October 10th at 11:00 AM for Administrative Support Staff, 12:30 PM for Maintenance/Parks departments and 9:30 AM for seniors and Sports Affiliates; October 9th at 6:15PM for the Park Board and October 17th at 7:00 PM a Meet the Planners meeting for residents. The Survey and Meet the Planners meeting will be advertised in our monthly newsletter, on Facebook and our website. Two Thousand four hundred resident addresses were selected to receive our Community Survey in early October.

REPORT OF OFFICERS

President – Comm. O'Brien mentioned the community survey for the City of Rolling Meadows.

Vice President – None

Treasurer – None

Secretary/Director – Board members asked the number of signatures required for the next elections nominating petitions and Dir. Charlesworth advised it was thirty-five. She noted that the information for candidates running for the Park Board of Commissioners has been posted on our website.

She updated the Board regarding the following correspondence and items:

Resident correspondence notifying us that the Thor Guard is working and inquiring about the Amphitheater. Dir. Charlesworth explained we were advised it could take 4-6 months to get an MWRD permit. After several reviews by Community Development, it has gone to the Metropolitan Water Reclamation District and has gone through two reviews with them; MWRD recently asked for additional topographical surveys. The Community Events Foundation Committee and City of Rolling Meadows sent a thank you for supporting the Wine Down by the Creek Event.

A thank you from the Cardinal Drive family with the water retention problem that was remediated by Parks personnel. Karrie received a positive letter regarding the Parent Orientation night for preschool. They stated our preschool is inviting and child-friendly. On September 13, Dir. Charlesworth participated in a City of Rolling Meadows focus group for their 2018 Comprehensive Plan update. Dir. Charlesworth reported that she sat in on interviews for a new NSWRA Finance and HR Superintendent. The SLSF Celebrate Ability Fundraiser on November 2 and requested an RSVP from Commissioners who wish to attend.
Attorney – None

MATTERS FROM COMMISSIONERS

Comm. Meehan mentioned mosquito complaints at baseball. There was discussion of how bad they were this year and Dir. Charlesworth noted that the NW Mosquito Abatement District does not do individual requests for spraying.

Comm. Bisesi reported on Colt baseball at Boomers Stadium.

RECOGNITION OF VISITORS

None

NEW BUSINESS

None

EXECUTIVE SESSION

None

EXECUTIVE SESSION ACTION

None

SCHEDULE OF MEETINGS

Planning Resources	October 9, 2018	6:15 PM
Board Meeting	October 9, 2018	7:30 PM
Board Meeting	October 23, 2018	7:30 PM

ADJOURNMENT

Comm. O'Brien reminded the Board that he will not be at the October 9th meeting and the Pool Report has been moved to the October 23rd meeting. There being no further business, Comm. Cooley moved to adjourn. Comm. Bisesi seconded the motion, which was unanimously approved at 8:30 PM.

Presented this 9th day of October 2018

AYES:
NAYS:
ABSENT:

Approved this 9th day of October, 2018



President, Board of Park Commissioners

ATTEST:


Secretary, Board of Park Commissioners

