

**Minutes of the Committee of the Whole Meeting.** Board of Park Commissioners of the Rolling Meadows Park District, Park Central Administration Building, 3000 Central Road, **October 9, 2018.**

The meeting was called to order by Treasurer Bolash at 6:15 PM. The roll was taken.

**COMMISSIONERS PRESENT**

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  
Brian McKenna, Superintendent of Parks  
Tim Klier, Superintendent of Finance & HR  
Conor Cahill, Superintendent of Recreation  
Bob Veller, Superintendent of Ice Arenas  
Scott Paddack, Athletics Supervisor  
Jackie Hirschauer, Intern

**COMMISSIONERS ABSENT**

Kevin O'Brien, President

**Planning Tomorrow's Parks Focus Group**

Dir. Charlesworth introduced representatives from Planning Resources, Inc. Darrel Garrison, Principle, and the team leader thanked the Board for attending and spoke to the group about the steps that have been completed so far in the process of creating the community survey and assessing the parks and facilities. Representatives from Dewberry conducted facility tours, representatives from Jeffrey Bruce and Associates assessed the sports fields, Executive Decisions conducted a Board as well as a staff focus group and Readex finalized the community survey questions. Steve Halberg informed the Board that the survey had been mailed to 2000 homes and the online version has gone live. He then led the Board through a series of five questions pertaining to the parks and open space in the community. In conclusion, Mr. Halberg noted that the team would be meeting to review all input into the survey and plan and would tentatively present their findings to the Board in late January.

**Adjournment**

There being no further business, Comm. Cooley moved to adjourn, and Comm. Meehan seconded the motion, which was unanimously approved at 7:18 PM by those present.

**Minutes of a Regular Meeting,** Board of Park Commissioners of the Rolling Meadows Park District, Park Central Administration Building, 3000 Central Road, **October 9, 2018.**

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

**COMMISSIONERS PRESENT**

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  
Dominic Calderisi, Safety/Project Manager  
Jackie Hirschauer, Intern

**COMMISSIONERS ABSENT**

Kevin O'Brien, President

**SPECIAL BOARD ACTION**

Vice President Cooley declared the meeting open to the public to receive comments on the intent to sell, not to exceed \$3,000,000 General Obligation Limited Tax Park Bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and existing land facilities of the District and for the payment of the expenses incident thereto. There being no public comments Comm. Savino moved to close the public hearing. The motion was seconded by Comm. Bolash and unanimously approved upon a roll call vote by those present.

**CONSENT AGENDA**

Comm. Savino moved and Comm. Meehan seconded a motion to approve the previously distributed consent agenda of September 25, 2018. The motion passed unanimously by those present.

Comm. Bisesi inquired about the check issued to District 15 for transportation. Director Charlesworth advised that it is for bus rentals for summer camp trip transportation.

Comm. Bisesi asked what the check issued to Jerrys Pro Shop was for. Director Charlesworth advised that it is for Renegades socks and hoodies.

Comm. Bisesi asked what the check issued to QR Fit Trail LLC was for. Supt. Cahill explained how the QR Fitness system installed on our walking paths interacts with an app you download to your cell phone to enhance the fitness experience.

Comm. Bisesi inquired where the refrigerator purchased from Lowe's was being used. Supt. McKenna advised that it is located in the Community Center kitchen for staff.

**FINANCE**

The financial summary of the Park District is as follows: zero in the payroll account, \$25,000.00 in the administrative account, \$345,761.83 in the general fund. The Park District investment summary is as follows: \$415,912 in the BMO Harris Bank prime money market plus account, \$1,999,081 in the Evergreen Bank Group Cornerstone money market account and \$3,978,739 in the Illinois Park District Liquid Asset Fund.

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
12916	Bob Ridings Inc.	15-00-6550	49,543.00
12917	City of Rolling Meadows	01-02-6214	3,420.35
		02-01-6312	25,923.42
		02-05-6514	3,081.12

		02-02-6406	680.00
12918	Comm Consol District 15	02-02-6423	8,737.50
12919	G&I Electric Co.	02-05-6522	1,615.00
		02-01-6322	95.00
12920	Grainger	02-01-6321	1,483.68
		05-00-6540	529.28
12921	Hitchcock Design Inc.	01-01-6012	1,305.63
12922	Jerry's Pro Shop	02-05-6541	10,630.00
12923	Learn to Skate USA	02-05-6543	1,251.25
12924	Lifetime Treasures	02-05-6541	2,500.00
12925	Lowe's Business Account	01-02-6222	225.52
		01-02-6223	222.71
		02-01-6321	1,012.32
12926	M&V Auto Body Inc.	01-02-6212	1,382.95
12927	Park District Risk Management	01-01-6019	11,663.11
		02-01-6316	28,525.51
		01-01-2262	8,032.73
		05-00-6380	21,236.16
		05-00-6381	11,554.14
12928	Park Ridge Park District	02-05-6519	3,680.00
12929	Proguard Sports Inc.	02-05-6541	1,014.39
12930	QR FIT Trail LLC	02-02-6480	7,500.00
12931	RMC Inc.	02-05-6522	15,933.33
12932	Service Sanitation Inc.	02-01-6322	1,352.00
12933	Sikich LLC.	06-00-6317	1,000.00
12934	Tee Jay Service Company	08-00-6520	6,190.00
		15-00-6530	6,190.00
12935	US Postal Serv/Arlington Hts.	02-01-6313	2,000.00
12936	Verizon Wireless	01-02-6214	836.15
		02-01-6312	338.45
		02-05-6512	374.30

Total General Fund Checks for October 9th, 2018

\$ 241,059.00

Presented the 9th day of October, 2018

AYES:  
NAYS:  
ABSENT:

Approved the 9th day of October 2018

  
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President, Board of Park Commissioners

ATTEST:

  
\_\_\_\_\_  
Secretary, Board of Park Commissioners

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

No Finance Supt. Report

### **COMMITTEE/STAFF REPORTS**

Building and Grounds:

Comm. Andrejek asked for the Building and Grounds Report. Supt. McKenna advised he had no report this meeting. Comm. Andrejek asked if there were any questions for Supt. McKenna. There were no comments or inquiries.

Recreation:

Comm. Meehan asked for the Recreation Report. Supt. Cahill reviewed his previously distributed 2017-2018 Fiscal Year Report. He updated the Board on the following: new Mission/Vision/Values statements, 5 year online registration totals, number of visitors to Hockey & Skating programs and events, visitors to Recreation programs and events and rentals and picnics; two years of statistics for Facebook likes and online catalog views for 2018 Winter, Spring and Summer seasons; membership numbers for Sports Complex pool, GYC Seniors, Public Skate and Fitness Center; totals of participants served, residents and non-residents served, programs offered and the program success rate. There was topic discussion and questions regarding how this data is tracked and compiled. Supt. Klier noted these items can be tracked by IP address.

Supt. Cahill reviewed his previously distributed memo to keep the Board apprised of a partnership with GymPass Health and Wellness in conjunction with Tata Steel. He explained that Tata Steel employees will have access to our fitness center on a daily basis in exchange for a daily fee tracked for us by GymPass. He explained how the system works and noted that there doesn't appear to be a downside for us to engage in this partnership.

Comm. Bisesi asked if we could market this to other companies in town. Supt. Cahill advised that it might be possible and he would look into it further.

Ice Arenas:

Supt. Veller discussed a trial opportunity he and Supt. McKenna have engaged in to use an electric Olympia for three weeks at West Meadows. He explained that the unit recently came available as a possible trade for our current propane fueled Olympia. Supt. Veller noted the better air quality due the elimination of propane and the potential to remove the propane alarm system maintenance from the budget. Supt. McKenna discussed the market value of each of the units and stated that he and Supt. Veller both felt positive about the trade. Dr. Charlesworth noted that obtaining an electric Olympia was an item discussed some time ago as a capital expenditure.

Comm. Cooley inquired about battery life and there was discussion regarding battery life, charging and warranty.

Comm. Bisesi suggested we post a sign stating we are using an electric Olympia and asked if this unit is ok for making new ice, a cost analysis of electric versus propane Olympia repairs and the cost of replacement batteries. Supt. McKenna explained the ice making process and the benefits of going to electric – he noted that the batteries are lead acid truck size batteries. Supt. Veller advised that he will update the Board at the end of the three week trial. Dir. Charlesworth advised that she will prepare a draft of a resolution to remove the old unit in exchange for the new unit should the trial continue to be positive.

Policy:  
None

**REPORT OF OFFICERS**

President – None

Vice President – None

Treasurer – None

Secretary/Director – Dir. Charlesworth noted a thank you from the GYC for the donation of labor and materials to upgrade the Community Center woodshop and a thank you from police Chief Nowacki for our ATV support. She requested an RSVP from the Board for the Celebrate Ability event.

Attorney – None

**MATTERS FROM COMMISSIONERS**

Comm. Meehan discussed an incident at the before school CARE program. Dir. Charlesworth advised that it is a joint program with District 15 and she would forward the information to Cathy Fabjance to discuss.

Comm. Savino reported a light hanging from a light post near Kimball Hill pond. Supt. McKenna advised he is aware and it is scheduled for repair. She commented that Brewfest was awesome and fun and is looking forward to the 5K anniversary event next year.

**RECOGNITION OF VISITORS**

Vice President Cooley welcomed Jackie Hirschauer our Intern working at the Community Center. Supt. Cahill commented that she has been doing a wonderful job working with Staff in various areas.

**NEW BUSINESS**

None

**EXECUTIVE SESSION**

None

**EXECUTIVE SESSION ACTION**

None

**SCHEDULE OF MEETINGS**

Board Meeting	October 23, 2018	7:30 PM
Board Meeting	November 13, 2018	7:30 PM

**8ADJOURNMENT**

There being no further business, Comm. Savino moved, seconded by Commissioner Meehan to adjourn the meeting at 8:05 PM. The motion was unanimously approved by those present.

Presented this 23<sup>rd</sup> day of October 2018

AYES:

NAYS:

ABSENT:

Approved this 23<sup>rd</sup> day of October, 2018

  
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President, Board of Park Commissioners

ATTEST: Ay-Chau  
Secretary, Board of Park Commissioners