

Minutes
Regular Meeting of the Board of Commissioners
Community Park District of La Grange Park
March 9, 2015

1. CALL TO ORDER & ROLL CALL

President Boyd called the meeting to order in room 101 of the Recreation Center, 1501 Barnsdale Road, La Grange Park, IL at 6:31 p.m. Other Commissioners present were Jeff Kilrea, Tim Ogden, Lou Ritten, and Lucy Stastny. Also present was Executive Director Aleks Briedis, Superintendent of Recreation Dean Carrara, Maintenance Supervisor Martin Healy, Recreation Supervisor Darla Goudeau, Office Manager Peggy Ronovsky, Marketing Supervisor Dave Romito, and Financial Coordinator Phi Mesi.

2. PLEDGE OF ALLEGIANCE

3. PARK DISTRICT MISSION

President Boyd recited as follows: The Community Park District of La Grange Park shall offer high quality, affordable and accessible park and recreation facilities, programs and services in a financially responsible manner.

4. ADDITIONS/DELETIONS TO AGENDA

There were no additions or deletions to the agenda.

5. APPROVE MEETING MINUTES

Commissioner Stastny made a motion; seconded by Commissioner Ritten to approve the February 9, 2015 regular meeting minutes as submitted. MOTION CARRIED. There was no further discussion and the motion passed unanimously by voice vote.

Commissioner Stastny made a motion; seconded by Commissioner Ritten to approve the February 9, 2015 Executive meeting minutes as submitted. MOTION CARRIED. There was no further discussion and the motion passed unanimously by voice vote.

Commissioner Ogden made a motion; seconded by Commissioner Stastny to release as decided the June 9, 2014 Executive meeting minutes. MOTION CARRIED. There was no further discussion and the motion passed unanimously by voice vote.

6. RECOGNITION OF VISITORS

Resident Bob Corte of 329 Dover, La Grange Park, and Nancy Thomas of 805 N. Waiola, La Grange Park were in attendance.

7. STAFF REPORTS

A. EXECUTIVE DIRECTOR

A written report provided prior to the meeting was introduced by Executive Director Aleks Briedis. Executive Director Briedis included the previous week's weekly report

in the final packet to the Commissioners. He informed the board there is legislation in the state Senate, SB 274, which will take away \$37 million from the OSLAD grant fund, which effects Memorial Park and Beach Oak Park construction. He assured the Commissioners IAPD is on top of this issue. At this time they are waiting to see if the Senate will go into a third (3rd) reading. He will keep the board up to date when he finds out more information. In the meantime, he is still planning on going through with the demolition of the shelter at Memorial Park. Executive Director Briedis asked the board if there is anything they would like to see in the next Rose Clippings. The Commissioners all agreed to submit an article for Run for the Roses and Veteran's Memorial bricks are still available.

B. BUILDINGS & GROUNDS

A written report provided prior to the meeting was introduced by Maintenance Supervisor Martin Healey. Commissioner Stastny inquired about the condition of the parks equipment. Martin stated it was in good condition. There were no additional questions or comments.

C. SUPERINTENDENT OF RECREATION

A written report provided prior to the meeting was introduced by Superintendent of Recreation Dean Carrara. Dean stated that the Dance Recital and the Daddy Daughter Dance were both well attended and went very well. He also stated the first proof of the brochure is complete and the process is going smoothly.

D. RECREATION SUPERVISOR

A written report provided prior to the meeting was introduced by Recreation Supervisor Darla Goudeau. She informed the board she is still looking for sponsors for Music Under the Stars and if they know anyone to let her know. President Boyd asked if the final concert replaces Jazz Fest. Darla stated that it did. Aleks stated that depending on the status of the Memorial Park Project, the final concert may also include the grand opening of the new park additions.

E. MARKETING SUPERVISOR

A written report provided prior to the meeting by Marketing Supervisor Dave Romito. Dave stated the new web site should be going live by the end of the month. President Boyd asked about having a District Twitter account. Dave will look into it. Commissioner Ritten requested to see a preview of the new web site. Dave will send a link to the Board.

F. OFFICE MANAGER

A written report provided prior to the meeting was introduced by Office Manager Peggy Ronovsky. Peggy informed the board that the voicemail introduction was updated. President Boyd asked how many bricks were ordered for the Veteran's Memorial. Peggy stated 22 and the order has already been placed. Commissioner Ritten requested that we have a slide for the brick orders on the new web site.

G. SAFETY COORDINATOR

A written report provided prior to the meeting by Safety Coordinator Megan Jadron was introduced by Executive Director Aleks Briedis. There were no questions or comments.

H. FINANCIAL COORDINATOR

Financial statements provide prior to the meeting for the month ending February 28, 2015 was introduced by Financial Consultant Phil Mesi. There were no questions or comments.

8. APPROVE MONTHLY DISBURSEMENTS

A motion was made by Commissioner Ogden; seconded by Commissioner Stastny to approve the monthly disbursements in the amount of \$97,326.47. MOTION CARRIED. There was no further discussion and the motion passed 5-0 by roll call vote.

9. UNFINISHED BUSINESS

A. EMAIL SET-UP

A discussion was held regarding new email set-up with one email address for the board members. When someone sends an email to that particular email address, it will automatically be forward to each Commissioner's personal email address to view. If they wish to respond to that email using the park district email, they will need to log on to the park district email program. Otherwise the reply will come from their personal email address. Consensus was to eliminate the alert email. They will be able to use their individual park district email addresses to sign up for seminars, conferences, etc.

B. UPDATE ON MEMORIAL PARK PROJECTS

A discussion was held. Executive Director Briedis informed the Board that the current shelter at Memorial Park is sitting on top of a sewer main. Luckily this main only holds the shelter and not surrounding residents. When they had a camera through the sewer, it wasn't looking very good. They will not know the condition of this main until it is dug up. Once the condition is known, they will either replace it or inject a pvc liner. The La Grange Park fire department has contacted Executive Director Briedis to use the shelter before it's demolition for practice. He informed the board he will try his best to accommodate them with the small time frame of getting the demolition done. Executive Director Briedis recommended awarding the proposal from Builders Land Inc in the amount of \$26,000 to connect the water and sewer.

A motion was made by Commissioner Kilrea; seconded by Commissioner Stastny to approve the proposal in the amount of \$26,000 from Builders Land Inc. MOTION CARRIED. There was no further discussion and the motion passed 5-0 by roll call vote.

C. ADD ALTERNATES FOR MEMORIAL PARK PROJECT

A discussion was held on what alternates the board would like to see on the shelter at Memorial Park. Executive Director Briedis provided a list of add-ons with his recommendations. The board would like to see the brick piers and wood deck alternates, as well as the cupolas. Executive Director Briedis will check to see if the wood deck can be added at a later time. If so, the cost of materials will go down.

A motion was made by Commissioner Ritten; seconded by Commissioner Kilrea to accept the alternative cost as stands, but instead put the brick piers on the six (6) pillars and not to install the wood deck. MOTION CARRIED. There was no further discussion and the motion passed unanimously by voice vote.

A motion was made by Commissioner Kilrea; seconded by Commissioner Ritten to accept the recommendations, delete the wood deck and replace the brick piers. MOTION CARRIED. There was no further discussion and the motion passed unanimously by voice vote.

A motion was made by Commissioner Kilrea; seconded by Commissioner Ritten to accept the alternate cost of the shelter at Memorial Park as amended. MOTION CARRIED. There was no further discussion and the motion passed 5-0 by roll call vote.

D. 2015-16 BUDGET REVIEW

Executive Director reviewed the following items in the 2015-16 budget. He welcomed any and all questions from the board at the time of reviewing the item instead of waiting at the end of presentation.

- Corporate Fund

A discussion was held and questions were answered regarding the following: Legal Publications, Association Dues, Professional Development, Subscriptions, Mileage Reimbursement, Computer Services, Security Services, Office Machine Contract, Utilities Water, Other Expenses. He informed the board that less taxes will need to be allocated to this fund in future budgets.

- Recreation Fund

A discussion was held and questions were answered regarding the following: Full Time and Part Time wages, Wages Programs Leaders, Legal Publications, Professional Development, Supplies, and Equipment. Executive Director Briedis informed the board the fund balance is deficient by \$67,250. An increase to the taxes allocated to this budget will be needed in future budgets.

- IMRF FUND

A discussion was held and questions were answered regarding this fund. Executive Director Briedis informed the board the District's contribution to

IMRF has declined from 11.5% to 10.1% The fund balance exceeded by \$27,995, less taxes will need to be allocated in future budgets.

- **AUDIT FUND**

A discussion was held and questions were answered regarding this fund. This fund pays for our annual audits and the balance is within range of Board policy.

- **LIABILITY INSURANCE**

A discussion was held and questions were answered regarding this fund. This fund pays for PDRMA and our Risk Management position. This fund is exceeded by \$255, less taxes will need to be allocated to this fund in future budgets.

- **SEASPAR FUND**

A discussion was held and questions were answered regarding this fund. The park district's contribution will be reduced to the addition of Lemont Park District to SEASPAR. \$40,000 in this fund is budgeted to pay for ADA accessibility at Memorial Park. Instructor costs have increased due to more participants needing inclusion aides.

- **BOND AND INTEREST ACCOUNT**

A discussion was held and questions were answered regarding this fund. This fund is also known as Debt Service Account. The board will start to see a reduction in expenses in future budgets as our principal decreases.

E. CAPITAL BUDGET REVIEW

A discussion was held. Executive Director Briedis provided a list of recommendations to the board and is requesting all of them to be approved. The Commissioners suggested to postpone the restriping the tennis courts at Robinhood Park. The Board also suggested updating the tennis courts at Stone Monroe Park. La Grange Park Little League approached the commissioner regarding a new score board at Memorial Park. Commissioners recommended adding this to the list of capital projects. No action is needed at this time.

F. BUDGET DATES

A discussion was held as there is a 30 day time frame is required when reviewing/approving the budget. A special meeting will be held Tuesday, April 7, 2015 at 6:00 p.m. at the recreation building. Park District Staff is not required to attend this meeting. The Regular Board meeting will still be held on April 13, 2015.

10. NEW BUSINESS

A. NO CASH BID RESOLUTION

A discussion was held regarding Resolution #01-2015. This is a resolution of the Community Park District of La Grange Park to formally request the no cash bid through Cook County's No Cash Bid Program.

A motion was made by Commissioner Ritten; seconded by Commissioner Stastny to approve Resolution #01-2015 and begin the process of acquiring property. MOTION CARRIED. There was no further discussion and the motion passed 5-0 by roll call vote.

B. MOVING FUNDS FROM DEBT SERVICES TO CAPITAL

A discussion was held. Executive Director Briedis suggested no transfer at this time and can be discussed at a later time. A recommendation was made to speak with the auditors regarding this item.

11. OPEN FORUM

A. COMMENTS FROM THE FLOOR

There were no questions or comments

B. COMMENTS FROM COMMISSIONERS

There were no questions or comments.

C. COMMENTS FROM PRESIDENT

President Boyd thanked Commissioner Stastny for standing in for her during the February 2015 Regular meeting.

12. ADJOURN TO EXECUTIVE SESSION

A motion was made by Commissioner Stastny; seconded by Commissioner Kilrea to adjourn the regular meeting at 8:50 p.m and move into Executive Session in accordance with the Open Meetings Act under Section 2(c)(21), for the purpose of discussing the compensation & performance of specific employees and in accordance with the Open Meetings Act under Section 2(c)(5), for the purchase or lease of real property for the use of the public body, including whether a particular parcel should be acquired. There was no further discussion and motion passed unanimously by voice vote.

13. RECONVENE OPEN MEETING& ROLL CALL

President Boyd reconvened the open meeting at 9:28 p.m. Other Commissioners present were Jeff Kilrea, Tim Ogden, Lou Ritten, and Lucy Stastny. Also present was Executive Director Aleks Briedis.

14. ADJOURNMENT

A motion was made by Commissioner Ogden; seconded by Commissioner Kilrea to adjourn the regular meeting at 9:29 p.m. There was no further discussion and motion passed unanimously by voice vote.