

Minutes
Regular Meeting of the Board of Commissioners
Community Park District of La Grange Park
June 10, 2013

1. CALL TO ORDER & ROLL CALL

President Ritten called the meeting to order in room 101 of the Recreation Center, 1501 Barnsdale Road, La Grange Park, IL at 6:31 pm. Other Commissioners present were, Jeff Kilrea, Karen Boyd and Lucy Stastny. Commissioner Ogden was absent (arrived at 6:43 p.m.). Also present were Executive Director Roy Cripe, and Finance Consultant Phil Mesi.

2. PLEDGE OF ALLEGIANCE

3. AGENDA ADDITIONS/DELETIONS

There were no additions or deletions to the agenda.

4. APPROVE MEETING MINUTES

Commissioner Boyd made a motion, seconded by Commissioner Stastny to approve the May 13, 2013 regular meeting minutes as presented. MOTION CARRIED: There was no further discussion and the motion passed unanimously by voice vote.

5. RECOGNITION OF VISITORS & OPEN FORUM

La Grange Park residents Nancy Thomas and Peter Stojic were recognized. Neither visitor had comment or question.

6. STAFF REPORTS

A. Executive Director

A written report provided prior to the meeting was introduced by Executive Director Roy Cripe. He said that additional letters and other documents supporting our OSLAD application for the Memorial Park Improvement project are being forwarded to Landtech Design who is completing the application. Executive Director Cripe reported that arrangements to appraise the property at 534 Beach are in progress. He distributed an expected time line schedule for closing on the property and receiving the OSLAD/LWCF reimbursement. The plan to introduce the Park Board at the opening Music Under the Stars was briefly discussed. There was a brief discussion about the final Public Hearing scheduled for June 17th. President Ritten gave a brief status report on Veterans Memorial Committee progress.

Commissioner Ogden arrived at 6: 43 p.m.

B. Building and Grounds

A written report provided prior to the meeting by Parks Supervisor Martin Healy was introduced by Executive Director Roy Cripe. Replying to a question pertaining to the water fountains being turned on, Executive Director Cripe said all water fountains

were turned on as a result of a complaint at Beach-Oak Park. He said the park maintenance staff will closely monitor evidence of misuse of the water fountains. A question pertaining to the Amphitheater sound system was asked and answered.

C. Superintendent of Recreation

A written report provided prior to the meeting by Superintendent of Recreation Dean Carrara was introduced by Executive Director Roy Cripe. The written financial summary of the 2013 Run for the Roses event was introduced. There were no questions or comments.

D. Recreation Supervisor

A written report provided prior to the meeting by Recreation Supervisor Darla Goudeau was introduced by Executive Director Roy Cripe. A question pertaining to building rental fees was asked and answered.

E. Office Manager

A written report provided prior to the meeting by Office Manager Peggy Ronovsky was introduced by Executive Director Roy Cripe. Additional comment was made on moving our land line telephone business to AT&T. A progress report on installing new computers was given.

F. Risk Manager

A written report provided prior to the meeting by Risk Manager Megan Jadron was introduced by Executive Director Roy Cripe. A brief status report pertaining to Megan's new work schedule was given. There were no questions or comments.

G. Finance Consultant

Financial Statements for the month ending May 31, 2013 were provided prior to the meeting and were introduced by Finance Consultant Phil Mesi. He said that budget numbers on the financial statements will appear next month. He also gave a brief status report on the 2013 audit being completed by Lauterbach & Amen.

7. APPROVE MONTHLY DISBURSMENTS

A complete list of checks to be approved was provided prior to the meeting and was introduced by Financial Consultant Phil Mesi. A question on a tree trimming bill was asked and answered. Commissioner Stastny made a motion, seconded by Commissioner Kilrea to approve all disbursements totaling \$77,131.14. MOTION CARRIED: There was no further discussion and the motion passed 5-0 by roll call vote.

8. OLD BUSINESS

A. Approve OSLAD Grant Submittal for Memorial Park Improvement Project

A question on the spray pad budget was asked and answered. President Ritten reported on his tour to the Burr Ridge Park District spray park, which would be similar to ours. The Board will report to Executive Director Cripe any typographic or grammatical error found in the OSLAD grant submittal. Executive Director Cripe said

that the Park District may wish to delay bidding the project until the spring, 2015 depending on when the OSLAD recipients are announced. MOTION CARRIED: Commissioner Boyd made a motion, seconded by Commissioner Stastny to approve the OSLAD grant proposal pending any grammatical or typographical changes. There was no further discussion and the motion passed 5-0 by roll call vote.

B. Approve Robert Wessel Proposal for 534 Beach Avenue Appraisal Services

This matter was tabled to the July meeting.

9. NEW BUSINESS

A. Approve Policy and Procedure

a. Fund Balance Policy

The proposed policy provided prior to the meeting was introduced by President Ritten. Discussion to clarify ensued. Commissioner Stastny made a motion, seconded by Commissioner Ogden to approve the Fund Balance Policy as proposed. MOTION CARRIED: There was no further discussion and the motion passed 5-0 by roll call vote.

b. Outstanding Check Policy

The proposed policy provided prior to the meeting was introduced by President Ritten. Discussion to clarify ensued. Commissioner Kilrea made a motion, seconded by Commissioner Boyd to approve the Outstanding Check Policy as proposed. MOTION CARRIED: There was no further discussion and the motion passed 5-0 by roll call vote.

c. Fixed Asset Policy

The proposed policy provided prior to the meeting was introduced by President Ritten. Discussion to clarify ensued. Commissioner Boyd made a motion, seconded by Commissioner Stastny to approve the Fixed Asset Policy as proposed. MOTION CARRIED: There was no further discussion and the motion passed 5-0 by roll call vote.

B. Approve Prevailing Wage Ordinance

The Ordinance #13-03 provided prior to the meeting was introduced by President Ritten. There was a brief explanation. Commissioner Boyd made a motion, seconded by Commissioner Ogden to approve the Prevailing Wage Ordinance as proposed. MOTION CARRIED: There was no further discussion and the motion passed 5-0 by roll call vote.

C. Approve IDNR Project Agreement for the Acquisition of 534 Beach Avenue

The agreement provided prior to the meeting was introduced by President Ritten. There was a brief explanation. Commissioner Boyd made a motion, seconded by Commissioner Kilrea to approve the Project Agreement as proposed. MOTION CARRIED: There was no further discussion and the motion passed 5-0 by roll call vote.

10. President's Report

President Ritten thanked all Staff and Board members who attended the Run for the Roses. He commended the Staff and Board on the increased number of program registrations and rentals. He also noted that the Park District has received more press coverage. There was a brief discussion on the need to establish a special Veterans Memorial Fund. It will be on the July 8, Board meeting agenda.

11. Adjournment Regular Meeting

A motion was made by Commissioner Kilrea, seconded by Commissioner Ogden to adjourn at 7:47 p.m. MOTION CARRIED. There was no further discussion and the motion passed by unanimous voice vote.