

**Park District of Franklin Park
Board of Park Commissioners
Regular Meeting
Tuesday, November 28, 2017; 7:00 p.m.
Community Center
MINUTES**

Call to Order

President White called the meeting to order at 7:03 p.m.

Roll Call

Physically Present: Commissioners Susan E. O'Connell, Mark K. White, Gilbert Hagerstrom and Michael Vonesh.

Absent: Commissioner Joseph E. Zinga.

Also Present: Joseph D. Modrich, Director of Parks and Recreation; Jackie Iovinelli, Superintendent of Recreation; Joanne Donoulis, North Park Manager; Kevin Meyers, Ice Arena Manager; Nathan Wick, Superintendent of Parks; Crystal Gromala, Communications and Marketing Manager; Thomas Hoffman, Attorney and Cindy Indurante, Finance Coordinator.

Absent: Maria Laskowski, Human Resources Manager and Stephanie Bersani, Superintendent of Finance & Technology.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Additions, Corrections and Deletions to the Agenda

No additions, corrections or deletions to the Agenda.

Presentation / Approval of the Regular Board Meeting Minutes dated October 24, 2017

Motion #1 by Commissioner Vonesh, second by Commissioner Hagerstrom to approve the Regular Board Meeting Minutes dated October 24, 2017.

Roll Call Vote: Commissioners Hagerstrom, yes; White, yes; O'Connell, yes; Vonesh, yes. Motion carried.

Presentation / Approval of Manual Bill Listing dated October, 2017 in the amount of \$213,510.88

Motion #2 by Commissioner O'Connell, second by Commissioner Vonesh to approve the October, 2017 Manual Bill Listing in the amount of \$213,510.88.

The Manual Bill Listings were reviewed.

Roll Call Vote: Commissioners White, yes; O'Connell, yes; Vonesh, yes; Hagerstrom, yes. Motion carried.

Presentation / Approval of System Bill Listing dated November, 2017 in the amount of \$62,344.42

Motion #3 by Commissioner Hagerstrom, second by Commissioner Vonesh to approve the November, 2017 System Bill Listing in the amount of \$62,344.42.

The System Bill Listings were reviewed.

Roll Call Vote: Commissioners O'Connell, yes; Vonesh, yes; Hagerstrom, yes; White, yes. Motion carried.

Correspondence

A thank you card was read from the Bersani family for the gift for the new baby.

Reports of Officers and Commissioners

Commissioner Hagerstrom welcomed Tim Monroe to the staff at the Ice Arena.

Commissioner O'Connell appreciates being invited to the Park District Christmas Party.

Commissioner White stated that he went to the Legal Symposium with Director Modrich. He thought it was interesting and informative. Some of the topics included Board of Commissioners term years and whether to eliminate Park Districts. None of these bills were passed. There are more than 6,000 bills to be considered.

2016-2017 Audit Presentation by Martha Trotter from Sikich

Martha Trotter from Sikich is the Audit Manager for the Park District. She thanked everyone for allowing her to come to the board meeting to go over the audit reports. Martha stated that the audit went smoothly and staff was very timely in getting in all the required documents. Martha reported that the Park District received the CAFR, which is the highest audit level allowing the Park District to apply for a Certificate of Achievement from GFO. Martha also reviewed the GASBY 72 and Budget vs. actual disclosures. Martha stated all that is left to be completed is the audit journal entries.

Recess for Public Comment at 7:24 p.m.

President White recessed for Public Comment at 7:24 p.m.

Reconvene at 7:25 p.m.

President White reconvened the meeting at 7:25 p.m.

Staff Reports:

Director

Director Modrich reported that everything is on the agenda except the refrigeration/water supply issue.

Director Modrich stated that in regards to the British Columbia incident a technician from Cimco lost his life along with the others that were working on the system. Kevin and Tim will be doing more research about this situation and the purpose is to learn from the mistakes. Staff should always be trained in these emergency situations. Director Modrich informed the Board that he will keep them posted and after more research is completed.

Director White questioned whether or not there were alarms. Staff will research that question.

Marketing & Communications Manager

Preparing for Polar Express. The tickets for the December 2 and December 9 events were mailed out.

Marketing Manager also did a push for the Magic Class and the Winter/Spring Brochure is currently at the printer. The brochure is expected to be at the post office on December 6th. Staff is also currently working on the Winter/Spring Receptions Newsletter. This issue will go out in the middle of January.

Superintendent of Finance & Technology

Director Modrich reported that Sikich prepared the State of Illinois Comptroller's Report. Director Modrich will review and send to Sikich in Superintendent of Finance & Technology's absence.

Superintendent of Recreation

Superintendent of Recreation reported that the final full-time safety meeting for the year was held.

Superintendent of Recreation is also looking forward to the first Polar Express this weekend. The times are different each week this year. This will help us to see what the customers like. Next year the request will be done after January 1 to acquire dates and times.

The Winter Programs will wind down with Santa Visits Home on December 20.

Ice Arena Manager

Ice Arena Manager Meyers reported that the Winter Programs are underway.

Staff is getting ready for Ice Show this weekend.

Ice Arena Manager Meyers introduced the new Assistant Manager, Tim Monroe. Tim Monroe stated that he is getting to know the staff, coaches, the customers and is also working on learning the registration software.

North Park Manager

Manager Donoulis stated that the Sports Arena has picked up five additional hours of rentals. There are only two hours available. Manager Donoulis mentioned that the first Christmas Party will be held this weekend and there is a Master Kwon Tournament this weekend also.

Superintendent of Parks

Superintendent Wick reported that he will be picking up the truck from Monroe. The battery was drained due to a connection. Staff is getting through all the parks. Bob Daily completed aerating the sports fields and large parks. Superintendent Wick stated that staff is taking vacation *time* and thus he is "short-staffed." Staff will also go through the Community Center, North Park and Ice Arena to complete inside maintenance. Superintendent Wick mentioned that staff is working on daily maintenance and leaves.

WSSRA

Director Modrich reported that at the last meeting North Riverside was in attendance. Marianne Birko reported that the Village of Riverside and Maywood want to become members.

Unfinished Business

Maple Park

Director Modrich reported that he spoke with Martha from Sikich regarding the IDNR Reimbursement Project Audit process before the board meeting today.

Also a resident called regarding the carousel at Maple Park not working properly. Superintendent Wick reported that he looked at it and found everything to be in order. Tomorrow he will check to see if all the screws are intact.

Superintendent Wick also mentioned that the rat problem has been resolved at Chestnut Park. He will also be keeping an eye on Championship Park.

Community Center Renovations

Director Modrich reported that after the holidays there will be discussions and scheduling meetings regarding the renovation process.

Ice Arena Renovations

Director Modrich reported that he will be checking with staff regarding starting the Ice Arena Renovations earlier than April. Director Modrich mentioned that there are still many details that need to be discussed.

9558 Schiller Boulevard

Director Modrich reported that weather has been an issue. One more soil grading needs to be completed in Spring. Director Modrich stated that the small fence is in place.

New Business

No New Business was discussed.

Suggested Motions:

There were no Suggested Motions.

Required Signatures

Finance Coordinator Indurante received the required signatures.

Closed Session to discuss Land Acquisition 2(c)5, Personnel 2(c)1 and Pending Litigation 2(c)2

Motion #9 by Commissioner O'Connell, second by Commissioner Hagerstrom to enter into Closed Session at 7:55 p.m. to discuss Land Acquisition 2(c)5, Personnel 2(c)1 and Pending Litigation 2(c)2.

Roll Call Vote: Commissioners Vonesh, yes; Hagerstrom, yes; White, yes; O'Connell, yes. Motion carried.

Rise Out of Closed Session

Motion #10 by Commissioner Hagerstrom, second by Commissioner Vonesh to rise out of Closed Session at 8:28 p.m.

Roll Call Vote: Commissioners Hagerstrom, yes; White, yes; O'Connell, yes, Vonesh, yes. Motion carried.

Adjourn at 8:28 p.m.

Motion #11 by Commissioner Vonesh, second by Commissioner Hagerstrom to adjourn at 8:28 p.m.

Roll Call Vote: Commissioners White, yes; O'Connell, yes, Vonesh, yes; Hagerstrom, yes. Motion carried.

Gilbert Hagerstrom, Secretary