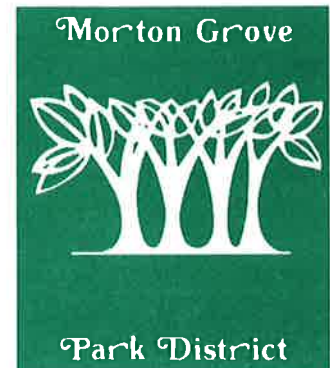


# Morton Grove Park District

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Morton Grove Park District  
6834 Dempster, Morton Grove, IL 60053  
Minutes of the Committee of the Whole  
Held on July 6, 2016 at 6:30pm



Commissioner Staackmann called the meeting to order at 6:30pm.

**Commissioners Present:** Dan Ashta, Mark Manno and Dan Staackmann.

**Commissioners Absent:** Eileen Coursey

**Staff Present:** Jeff Wait, Executive Director; Marty O'Brien, Superintendent of Finance; Laura Kee, Superintendent of HR and Risk Management; Greg Jayne, Superintendent of Parks & Facilities, Joe Bruntmyer, Superintendent of Recreation and Claudia Marren, Executive Administrative Assistant

**Guests Present:** Eric Poders, Morton Grove Voice/resident and Simon (a boy scout) and Rebecca Baethke

**Public Comment:** Simon Baethke addressed the Board to say he was working towards his Eagle Scout badge and looks forward to one day doing a project with the Morton Grove Park District. Eric Poders commented on how great he thought it was that the Park District was going to save money when changing website vendors. He suggested partnering with the Village and/or library.

## **Administration and Finance Committee – Commissioner Ashta, Chair**

**Park District Website:** Director Wait explained the current website is structured so the developer is required to make all the changes charging the District heavy annual fees. It was suggested to rebuild the website and internally maintain the system which would save the district money. The staff provided three quotes, the lowest of which was Fokoz Creative Group, Inc. at a cost of \$12,800, which included \$10,500 to rebuild the system and \$2,300 annual fee to maintenance and host the website. It was agreed to move ahead with the new website.

**Bond Expenditure Compliance – Resolution #R-06-16:** Director Wait explained that Marty O'Brien as the Compliance Officer has reviewed the bond expenditures and determined that the Park District is in compliance with all IRS regulations and submitted his report within Resolution #R-06-16.

**Intergovernmental Agreement with the Morton Gove Historical Society:** Although the Park District and the Historical Society have an Intergovernmental Agreement Director Wait presented a revised agreement which more clearly defines each organization's responsibilities regarding the museum and educational center. Commissioner Staackmann thought that some of the wording was ambiguous and

suggested several changes. Wait said he would include the changes and present an updated agreement at the Board Meeting.

**Board of Commissioners General Practices Manual Update:** Director Wait explained that our Distinguished Accreditation mentor, Steve Cherveney suggested the Park District include the Investment Policy, Comprehensive Revenue Policy, Gifts Policy and Procurement Policy as part of the General Practices Manual. All of these policies have been previously approved by the Board, however, the review panel prefers to see the all the policies in one manual. It was agreed to add the policies to the General Practices Manual.

**Strategic Planning Community Outreach Dates:** Director Wait said the first Community Outreach meeting would be held at PVCC, July 14<sup>th</sup> at 6:30pm. He asked for feedback on future dates. Commissioner Ashta suggested mixing the days of the week and times of the day to allow people with different schedules to attend the meetings. He also suggested holding the meetings at various parks and fieldhouses. Director Wait said he would propose several dates.

**Parks and Facilities Maintenance Committee – Commissioner Manno, Chair**

**PVCC Control System:** Director Wait and Superintendent Jayne explained that upon the Board's suggestion W-T Engineering was hired to review the HVAC control bid specifications and found them to be consistent with the previously completed Trane System Analysis. It was therefore decided to move ahead with the Honeywell Building Solutions proposal of \$127,420 to replace the PVCC HVAC control system.

**Dog Park Feasibility Study Update:** Director Wait gave a presentation and explained he is still trying to develop a dog park that would satisfy the public yet come in with a reasonable price tag. The concepts submitted by the architect ranged in price from \$300 to \$500K which everyone thought was out of our price range and over our budget. He then scaled down the project to the bare necessities with a price of \$97,980. He also considered doing the project in-house which would drastically reduce the price but leave us with an aesthetically unpleasing and unprofessional park which would need more maintenance in the long run. There was no recommendation or decision made.

**Oriole Pool Reconfiguration:** Director Wait explained the Oriole Pool configuration was changed to better align the number of swimmers with the activity at the pool. With the capacity of 500 patrons and four lap lanes the main pool was out of balance. Wait said the Park District would review this subject and try to incorporate a lap swim during the day (besides 5:00am) and the possibility of putting in more ladders next season. He also noted the lifeguards are assigned per the Illinois Department of Public Health guidelines.

**Executive Session:**

Commissioner Ashta made a motion, seconded by Commissioner Manno to move into closed session in accordance with the Open Meetings Act Section 120/2(c)(1) and Section 120/2(c)(3). **Ayes:** Commissioners Manno, Ashta and Staackmann. **Nays: None. Absent: Coursey. Motion carried.**

The Committee of the Whole meeting reconvened at approximately 8:05pm.

Commissioner Ashta made a motion, seconded by Commissioner Manno to adjourn the Committee of the Whole meeting. Motion carried by voice vote.

Meeting ended at approximately 8:06 pm.

A handwritten signature in blue ink, appearing to read 'D. Staackmann', written over a horizontal line.

Daniel J. Staackmann, President

A handwritten signature in black ink, appearing to read 'Jeff Wait', written over a horizontal line.

Jeff Wait, Board Secretary