

# 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 May 4, 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:** Dominick Burdi and 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 and Claudia Marren, Executive Administrative Assistant

**Guests Present:** Chuck Balling and Charlie Williams, Gov/HR

**Public Comment:** None

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

**Fieldhouse HVAC:** Director Wait explained there is "request for bids" to replace the old furnaces and install new air conditioners at the fieldhouses. This \$40,000 project is included in the capital plan; however, staff believes it will come in under the budgeted amount. The bid opening is not until May 10<sup>th</sup>; however, to ensure the job was done prior to the hot weather, Wait wanted to discuss the merits of the project with the Board now and said he will forward the bid results as quickly as possible to place this project as an action item at the May Board Meeting.

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

**Board Office and Committee Appointments:** The Commissioners discussed the Board Officers for the fiscal year 2016-17. The decision was made to retain the current Board appointees and committee assignments and to update the MNASR representative and the employee assignments as needed. Commissioner Ashta made a motion, seconded by Commissioner Manno to approve the Board Officer Appointments and Committee Assignments for the fiscal year 2016-2017 as follows:

Board President, Dan Staackmann  
Board Vice President, Mark Manno  
Board Treasurer, Dan Ashta

|   |                       |                             |
|---|-----------------------|-----------------------------|
| Administration & Finance Committee:     | Chair: Dan Ashta      | Staff Member: Marty O'Brien |
| Recreation & Facility Program Committee | Chair: Eileen Coursey | Staff Member: Joe Bruntmyer |

|  |                    |                                |
|--|--------------------|--------------------------------|
| Parks & Facilities Maintenance Committee | Chair: Mark Manno  | Staff Member: Greg Jayne       |
| MNASR Board of Directors                 | Jeff Wait          | Alternate: Marty O'Brien       |
| Museum Council Representative            | Dan Staackmann     | Alternate: Joe Bruntmyer       |
| Morton Grove Baseball & Softball Assoc.  | Commissioner Ashta | Staff Member: Elizabeth McCann |

**Ayes: Commissioner Ashta, Manno, Staackmann. Nays: 0. Absent: Burdi and Coursey. Motion carried.**

**Naming Rights Policy:** Director Wait presented a Naming Rights Policy for the Park District. The policy provides a framework in determining the naming or renaming of parks and facilities. Attorney Rock reviewed the policy. It was agreed to move forward with the new policy.

**Transfer of Funds- Resolution #R-04-16:** Director Wait explained the Park District would like to transfer \$24,460 from the Special Recreation Fund to the Capital Project Fund because ADA work which was completed was paid for through the Capital Project Funds however qualified to be paid for from the Special Recreation Fund. The Commissioners agreed with the transfer of funds.

**investment Policy Revision:** Director Wait explained that we would like to revise the current Morton Grove Park District Investment Policy to allow the purchase of investments beyond three years to take advantage of higher yield investments. The current policy limits the maturity date to no more than three years, the change/update limits the maturity date to no more than four years. The Commissioners agreed the updated policy made good sense.

**Disposal Ordinance #O-04-16:** Director Wait explained the Park District continuously inventories the many broken and obsolete items which are no longer in use. Wait also explained there is an addition to the original Ordinance to include the old Harrer Pool chairs. The Commissioners agreed to move forward with the updated disposal ordinance.

The staff left the meeting at approximately 6:50pm.

**GovHr Strategic Planning:** Chuck said they had a really good workshop with the staff on April 13<sup>th</sup> and they would like to share the issues that were identified at that meeting. He also noted that the information in the 2013 Comprehensive Master Plan may be utilized during the strategic planning process. The strategic plan will be a 5-year plan.

The Commissioners were asked what made them proud of the Park District:

- Clean, safe decent amount of space
- Quality of MGPD facilities, family atmosphere
- Adaptability to the changing times of recreation with the assets that we have,
- Motivated residents, including kids playing ball

Chuck stated it's important to gather input from the Board, staff and the community. The community input will be partially gained from the Comprehensive Master Plan. Once issues are defined staff will be assigned to study each issue. At the September meeting the team leader of each initiative will explain the issues and how they will be handled in the next 5 years. Also, it will allow time to get projects into the budget. The plan should be complete by the end of the year.

Charlie stated to think about:

- What is it we think we need to do?
- What are the implications – how can we do this? To study, analyze and develop a plan
- Report back to the Board at which time the Board would make a decision on moving forward

The plan will include community focus groups and interest and attitude surveys.

Commissioner Staackmann suggested the Commissioners might hold regional meetings at the 5 fieldhouses with would include basic surveys and discussions. He also noted how the demographics have changed and we should try to find new representatives from the community or new community leaders.

Information should be on the website.

GovHr conducted an exercise to get feedback as to what the Commissioners would like to see the Park District accomplishing within the next 5 years.

- The #1 “go-to” place for the community – a real choice for resident’s recreational activities
- Young staff to grow and strengthen – their involvement, decision making, education
- Solid foundation, solid policies, solid administration, financial stability
- Develop long term sponsors and partners that believe in the Park District and will be there for a long time
- Sharing of resources
- Governances and philosophies which the Board agrees upon
- Nurturing the existing Board: Board orientation
- An indoor pool
- Provide more diverse programs, events to better reflect the community

When reviewing the staff’s view of the District in the next 5 years it was noted there were definitely common ideas between the Board and the staff.

To summarize, the Board agreed upon:

- To utilize the Comprehensive Master Plan
- Community Coffee’s (regional meetings) at the Fieldhouses
- Form a strategic plan advisory committee
- Conduct Commissioner outreach meetings
- GovHr and Jeff will do a review of the proposed initiatives

**General Discussion:** None.

**Executive Session:**

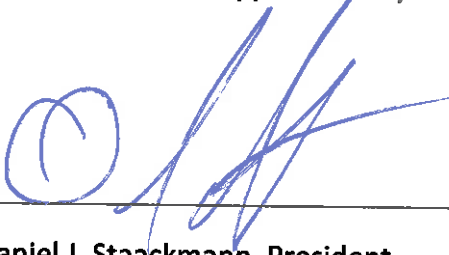
A motion was made by Commissioner Ashta, seconded by Commissioner Manno to move into Executive Session in accordance with the Open Meetings Act section 120/2.(c)(1) and for section 120/2c(11).

The Committee Meeting reconvened at approximately 8:58 pm.

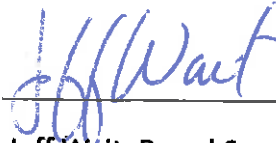
**Adjournment:**

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

Meeting ended at approximately 8:58pm.

A handwritten signature in blue ink, consisting of a large 'D' followed by several loops and a long horizontal stroke.

Daniel J. Staackmann, President

A handwritten signature in blue ink, appearing to read 'Jeff Wait' with a stylized 'J' and 'W'.

Jeff Wait, Board Secretary