

Morton Grove Park District

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Minutes of the 804th
Board Meeting
October 17, 2018

I. **Roll Call:** Commissioner Schmidt called the meeting to order at 6:30pm.

Commissioners Present: Dorothy Coletta, Mark Manno, Paul Minx, Steve Schmidt and Keith White.

Staff Present: Jeffrey Wait, Executive Director; Marty O'Brien, Superintendent of Finance; Laura Kee, Superintendent of HR & Risk Management; Keith Gorczyca, Superintendent of Parks and Facilities; GERALYN Konsewicz, Superintendent of Recreation and Facilities; Mary Mucci, Recreation Supervisor and Claudia Marren, Administrative Assistant.

Guests Present: Rita Minx, Village Trustee and resident and Ron Amen, Lauterbach & Amen

II. **Additions/Changes to the Agenda:** Director Wait pointed out that we changed the Citizens Comments to Non-Agenda Items and added a Public Comment on Agenda Items to the agenda.

III. **Citizens Comments on Non-Agenda Items/Correspondence:** None.

IV. **Consent Agenda:**

Commissioner White made a motion, seconded by Commissioner Minx, to approve the minutes of the Board Meeting held on September 20, 2018.

The Financial Reports:

1. The Cash Summary and Revenue Report dated September 30, 2018 and
2. The Invoice Distribution Report ending September 30, in the amount of \$97,003.30 **Ayes:**
Commissioner Minx, Schmidt, White, Coletta and Manno. Nays: 0. Motion carried.

V. **Director's Report:** Director Wait noted that he and Superintendent Gorczyca and Konsewicz will attend the Village Neighborhood Outreach Meeting at National Park tomorrow night. A meeting is scheduled for October 22nd regarding the Mansfield Park replacement project. Saturday is the Halloween Family Fest and Wait reminded everyone that the November Board meeting is on November 14th, the second Wednesday of the month.

VI. **Attorney's Report:** Director Wait explained Robbins Schwartz has finalized the Shared Service Agreement with the Village which the Board will approve tonight. Attorney Adams has asked for direction regarding the North Branch Restoration Stewards Agreement. Attorney Adams also reviewed the board packet.

VII. **Department Head Reports:** Superintendent Gorczyca was impressed with the turnout at the Pioneer Park rededication, and he received many positive comments. The Parks crew

completed the repairs to the totem pole outside of the museum and are currently working on the holiday orbs and winterizing both pools.

Superintendent O'Brien noted the 2018 financials have been completed. The Finance Department has implemented the new BS&A financial system; they are no longer using the old AEK system. The November Board meeting will cover the budget, tax levy and appropriations and at the December meeting the Board will approve the tax levy and budget.

Laura Kee, Superintendent of HR & Risk Management, noted there was a random drug pull, and everyone passed. Kee completed the salary range survey and noted we should receive the PDRMA Audit review results in early November. Also, because the district scored so high, the next PDRMA audit will be in four years.

Geralyn Konsewicz, Superintendent of Parks and Facilities noted her staff is working hard on their budgets and the winter/spring brochure. The Mom/Son event went well and the 5K was great despite the weather. Konsewicz attended the Kite Fly event on Saturday and is looking forward to the Halloween Family Fest. At this time, Konsewicz introduced Recreation Supervisor Mary Mucci and congratulated her on receiving the Ellis and Associates 2018 Platinum International Safety Award. Konsewicz explained that this was Mary's first year as Aquatics Supervisor and the district should be very proud since only 10% of park districts receive this award.

VIII. New Business:

a. Administration and Finance Committee – Commissioner White, Chair

Auditors Comprehensive Annual Financial Report: Ron Amen from Lauterbach and Amen gave a summary/review of the 2018 Comprehensive Annual Financial Report. Amen noted in the past the district has always received the prestigious GFOA award which states all rules and restrictions of government accounting were followed. He suspects the district will receive the award again this year because the audit opinion concluded the Morton Grove Park District financials were "clean and unmodified".

Commissioner White made a motion, seconded by Commissioner Manno to accept the recommendation of the Administration and Finance Committee to approve the Comprehensive Annual Financial Report for the Fiscal Year Ending April 30, 2018 and direct Superintendent O'Brien to file the audit report with the appropriate agencies. **Ayes: Commissioner Schmidt, White, Coletta, Manno and Minx. Nays: 0. Motion carried.**

Statement of Receipts & Disbursements, Resolution #R-06-18: Commissioner White made a motion, seconded by Commissioner Minx to accept the recommendation of the Administration and Finance Committee to approve the Statement of Receipts & Disbursements for the Fiscal Year Ending April 30, 2018 and to direct Superintendent O'Brien to file the document with the appropriate agencies. **Ayes: Commissioner White, Coletta, Manno, Minx and Schmidt. Nays: 0. Motion carried.**

Park Police: Commissioner White made a motion, seconded by Commissioner Minx to accept the recommendation of the Administration and Finance Committee to authorize the disbandment of the Park Police and for staff to complete the necessary paperwork with the proper authorities as soon as possible.

At this time a discussion ensued regarding how the district would proceed. Commissioner Manno asked if there was a plan in place to handle the duties of the police and how would security at events be addressed. Director Wait explained they are working on a plan which might include Park Rangers or a security force, but the district will also hold employees responsible for locking doors, etc. Manno said he would like to see the plan for training the new security employees. Wait said that after talking with PDRMA the prudent course for the park district to take is to not employ their own police because the liability is too high. Wait also noted the Police Fund still exists, although it is much smaller. **Ayes: Commissioner Coletta, Manno, Minx, Schmidt and White. Nays: 0. Motion carried.**

Village of Morton Grove Cooperative Agreement: Commissioner White made a motion, seconded by Commissioner Minx to approve the changes to the intergovernmental agreement regarding the shared services between the Village and Park District. Director Wait explained this document helps clarify each entities responsibilities. **Ayes: Commissioner Manno, Minx, Schmidt, White and Coletta. Nays: 0. Motion carried.**

Full-Time Salary Ranges: Commissioner White made a motion, seconded by Commissioner Minx to accept the recommendation of the Administration and Finance Committee to approve the updated full-time salary ranges for 2019. **Ayes: Commissioner Minx, Schmidt, White, Coletta and Manno. Nays: 0. Motion carried.**

Closed Session Review: Commissioner White made a motion, seconded by Commissioner Manno to accept the recommendation of the Administration and Finance Committee to approve the closed session minutes and recordings Resolution #R-05-18. **Ayes: Commissioner Schmidt, White, Coletta, Manno and Minx. Nays: 0. Motion carried.**

IAPD Delegates: Commissioner White made a motion, seconded by Commissioner Schmidt to accept the recommendation of the Administration and Finance Committee for the Board of Park Commissioners to appoint Steve Schmidt as the delegate for the IAPD annual business meeting and Paul Minx, Dorothy Coletta and Jeff Wait as the alternates. **Ayes: Commissioner White, Coletta, Manno, Minx and Schmidt. Nays: 0. Motion carried.**

b. Parks and Facilities Maintenance Committee – Commissioner Manno, Chair

Harrer Pool: The Commissioners discussed Harrer Pool. It was decided to follow the guidelines offered by the responses received in the Community Survey. The survey responses indicated residents want a pool on that site, some residents indicated they would like an indoor pool, a running track and residents would appreciate more programmable

space, particularly for the senior community. Director Wait said he would have 3 concept drawings completed.

- A modern version of the current Harrer Pool, using the same footprint; with a new pool, amenities and pool house.
- A modern version of the current pool with infrastructure in place to accommodate expanding the pool and building in the future to include an enclosed pool, programmable space and an in-door walking track.
- An enclosed pool with an exercise pool and in-door walking track, programmable space and the possibility of a recreation center and space to accommodate pre-school.

Commissioner Manno wants staff to look at the what programs (revenue) they would introduce, what other necessities, i.e. increased staff, the amenities to incorporate into the new pool and building, the cost of operating a larger building, and parking needs. Also, staff should determine what value it brings to the community. Another crucial factor discussed was involving the residents in the decision-making process and developing a task force.

IX. Public Comment on Agenda Items: None.

X. Commissioner Comments:

Commissioner Coletta: Congratulated everyone; Superintendent Konsewicz, Kee and O'Brien for their accomplishments.

Commissioner Manno: Thanked Superintendent O'Brien for all his demanding work on the audit and praised Recreation Supervisor Mucci for receiving the Ellis award. He also noted it was nice to have Superintendent Konsewicz back with the park district.

Commissioner Minx: Praised Superintendent O'Brien for the excellent job on the audit and Superintendent Gorczyca for how well Pioneer Park turned out. Minx also thanked Director Wait and staff for the 5K event, he thought it was great and looks forward to the Halloween Fest.

Commissioner Schmidt: Thanked the staff for their responsiveness to the residents. Schmidt commented on how the Board relies on staff to make educated decisions and appreciates the various opinions and views that the staff bring to the table.

Commissioner White: Agreed that staff is very helpful in streamlining the decision making process.

XI. Closed Session: At approximately 8:12pm Commissioner White 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 120/2(c)(21). **Ayes: Commissioner Schmidt, White, Coletta, Manno and Minx. Nays: 0. Motion carried.**

The meeting reconvened at approximately 8:24pm.

No action was taken during closed session.

COMMITTED TO QUALITY PARK AND RECREATION SERVICES

XII. Approval of Closed Session Minutes: Commissioner White made a motion, seconded by Commissioner Minx to approve the minutes of the Closed Session Meetings held on August 15, 2018 and September 20, 2018. **Ayes: Commissioner Minx, Schmidt, White, Coletta and Manno. Nays: 0. Motion carried.**

XIII. Adjournment:
Commissioner White made a motion, seconded by Commissioner Minx to adjourn the meeting. **Motion carried by voice vote.**

Meeting ended at approximately 8:27pm.



Steve Schmidt, Board President



Jeffrey Wait, Board Secretary