

**HOMEWOOD-FLOSSMOOR PARK DISTRICT
REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS
MINUTES OF NOVEMBER 17, 2009**

The regular meeting of the Board of Park Commissioners was called to order at 7:31 p.m. by President Haderlein. Roll call was taken with Commissioners Bertram, Nevins, Camin and Haderlein present. Also present were Executive Director Debbie Kopas, Attorney Matt Lulich, Superintendent of Recreation Doug Boehm, Superintendent of Finance & Administration Renae Ross, Superintendent of Coyote Run Dave Ward, Administrative Assistant Pam Melnyk, Coyote Run Manager/Golf Professional Brian Smith, Racquet & Fitness Club Manager Dave Thommes, Marketing & Public Relations Manager Nicole Castagna, Leisure Services Committee member Dallas Collins and Secretary Cathi Hurtubise. Commissioner Johnson arrived at 7:32 p.m.

CHANGE IN AGENDA – None

COMMENTS FROM VISITORS – None

CONSENT AGENDA – None

OLD BUSINESS:

a. ADA Transition Plan

Commissioner Nevins moved to approve the ADA Transition Plan as presented. Commissioner Johnson seconded the motion. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approved.

Commissioner Bertram moved to approve Resolution #580, a Resolution adopting an Americans with Disabilities Act Transition Plan. Commissioner Camin seconded the motion. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approved.

NEW BUSINESS:

a. Illinois Association of Park District Credentials

Commissioner Bertram moved to elect Commissioner Camin as delegate for the Annual Business Meeting of the Illinois Association of Park Districts to be held January 30, 2010. Commissioner Nevins seconded the motion. On a voice vote, the motion was approved.

b. Alcohol Request for Holiday Party at Irons Oaks

Commissioner Bertram moved to change the request from allowing employees to bring beer and wine to allowing employees to bring alcohol to the holiday party. Commissioner Camin seconded the motion. On a voice vote, the motion was approved.

Commissioner Bertram moved to approve the request to allow employees to bring alcohol to the Holiday Party at Irons Oaks. Commissioner Camin seconded the motion. On a voice vote, the motion was approved.

c. Auditorium Rental Fee Increase

Commissioner Nevins moved to approve the increase in the Auditorium rental fees as presented effective May 1, 2010. Commissioner Camin seconded the motion. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approved.

d. Employee Contribution for Medical Insurance

Commissioner Johnson moved to approve the increase to the employee's contribution rate for medical insurance as presented. Commissioner Bertram seconded the motion. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approved.

APPROVAL OF MINUTES – Commissioner Nevins moved to approve the Minutes of September 1, 2009 and October 6, 2009 as amended. Commissioner Camin seconded the motion. On a voice vote, the motion was approved.

APPROVAL OF CLAIMS – Commissioner Nevins moved to approve the Claims List in the amount of \$2,693,289.51. Commissioner Johnson seconded the motion. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approved.

PRESENTATION AND COMMENTS ON FINANCIAL REPORTS FOR THE PERIOD ENDING OCTOBER 31, 2009 – Commissioner Johnson was pleased with the increase in revenue at the Ice Arena. Commissioner Nevins asked about the decrease in revenue in the recreation fund. Superintendent Boehm replied that overall, recreation programming is going well, especially camps and before and after school care. Boehm said aging facilities, increases in utility costs, pool repairs and Starry Nights have negatively affected revenue.

COMMUNICATIONS:

- Board & Administrator, November 2009

DIRECTORS REPORT & COMMISSIONERS' COMMENTS:

Director Kopas:

- The review for Distinguished Agency was Friday, November 13th. It was an interesting process and a very long day. With the approval of the ADA Transition Plan and some additional information we should be able to get the half point needed for that section. Will go before the full review board on Monday.

Administrative Assistant Melnyk said that as someone who has worked a long time preparing for the review it is really an honor for the park district and something for all to be proud of. Melnyk thanked the board for allowing the park district to seek accreditation. The park district previously received award recognition in 1997 and 2003. This year, criteria were changed making the process quite difficult and receiving recognition sets us apart from other districts. Only six park districts in the state applied this year. Melnyk thanked Secretary Hurtubise for her assistance and Manager Anderson for her work on the entire ADA process.

Commissioner Haderlein spoke on behalf of all commissioners thanking staff for their hard work in preparing for the review.

- Construction has started on the new CVS. There have been some issues with construction workers parking in the park district lot. Spoke with the onsite manager yesterday and the problem is now resolved.
- Superintendent Ward is happy to report that bio-solids were received from the Metropolitan Water Reclamation District.
- Superintendent Ross has completed the Risk Management Review.
- The winter Choices program guide is now available and has been mailed to all homes in the district.
- The park district is now on Twitter and Facebook.
- Additional information has been posted on the park district website including the budget, audit, additional forms and resources and the park ordinance.
- The Racquet Club had a very successful open house last weekend.
- The Butterball Burner is Friday, November 27th.

Commissioner Nevins:

- Asked about the surveillance camera for Irwin. Director Kopas replied that due to a Homeland Security grant, the village has a wireless network of cameras that is served on the water tower in their parking lot. The server on the tower has more ports for additional cameras. The village has offered the park district the option of installing a camera on a light pole across the street from Irwin. The camera would be monitored by the police department. The cost of the camera is approximately \$7,000. After the first year there would be maintenance agreement costs. Commissioner Bertram said Irwin would be a good place to have a security camera. Kopas will investigate if any grant funds are available.
- Pleased that golf numbers are up for November and asked if that in any way makes up for the wet, rainy October. Manager Smith replied not as much as he would have liked.
- Asked about the supervision and lack of respect issue with the high school gym classes at the Ice Arena. Superintendent Boehm replied that the issues have been resolved.
- Pleased with the look of the new Choices brochure.
- Pleased with the number of new memberships received at the Racquet Club's open house.
- Asked about the cancellation of the Holiday Yard Card Workshop. Boehm replied that registration for the program has been decreasing over the last few years.
- Asked about the Skyscraper Award. Boehm was unsure about the award and will get back to Commissioner Nevins.
- Happy to see that eighty-four teens attended the Halloween Party.

Commissioner Johnson:

- Enjoyed Halloween Happenings. Heard several comments that the event should not take place on Halloween so that children could go trick-or-treating. Boehm replied plans are already in place to change the time of the event next year.
- Asked about the NHL Diversity program. Boehm replied the program is one of the greatest programs he has been part of. Skill level and enthusiasm for the sport has increased. Attendance is awarded which has increased turnout. Participants who have

not shown up for class are called. The current session ends in December with a new session starting in January.

- Asked how often Special T Sports Sanitizing comes to the Ice Arena. Boehm replied they generally come every three months. Boehm said it is a great way to bring more people into the facility.
- Likes the look of the winter Choices brochure.
- Asked if it was possible for those who register online to not receive the Choices brochure by mail. Kopas replied it would not be possible since brochures are delivered directly to the post office which then mails the brochure to all residents. Kopas said that possibly an email could be sent to registered web users advising them the new Choices brochure is in the mail and available online now. Kopas said the district wants the book in the household for marketing purposes.
- Asked if staff had statistics for use of the park district website. Manager Castagna replied that there is a report that tracks usage of the main page. Castagna will run a report and forward the information.
- Thanked staff for all their hard work in preparing for the Distinguished Agency review.

Commissioner Camin:

- Asked about the back-up Zamboni. Boehm replied the Zamboni is near the end of its useful life. The new Zamboni is starting to age.
- Happy to see that attendance is up in the fitness center.
- Discussed the Urban Park Act and possible amendments to the Virginia Graeme Baker Act.
- Applauded staff on the work completed for Distinguished Agency.

Commissioner Bertram:

- Disappointed the Holiday Yard Card Workshop had to be cancelled.
- Asked about the issue of senior discounts affecting art classes. Boehm replied that most participants in the art classes are taking advantage of senior discounts which causes the budget to have a loss. Boehm said senior discounts need to be reviewed so programs do not work at a loss.

Commissioner Haderlein:

- Attended the Chamber of Commerce meeting with Jesse Jackson Jr.

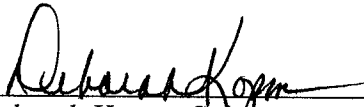
Discussion followed on a possible date for a public meeting regarding the outdoor pools. The meeting was tentatively scheduled for January 12, 2010.

EXECUTIVE SESSION - At 9:09 p.m., Commissioner Nevins moved to enter Executive Session for the purpose of 2(c)(11) discussion of pending, or probable and imminent, litigation against, affecting or on behalf of the District. Commissioner Johnson seconded the motion. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approved.

Meeting reconvened at 9:23 p.m.

Discussion followed on Northwood's past due balance. Commissioners agreed that Kopas should send a letter to Steve Nemitz stating the board would like him to submit twelve months of financial statements, sales tax returns and a payment schedule.

ADJOURNMENT – Commissioner Nevins moved to adjourn the meeting at 9:55 p.m. Commissioner Camin seconded the motion. On a voice vote, the motion was approved.



Deborah Kopas, Secretary