

**HOMEWOOD-FLOSSMOOR PARK DISTRICT
REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS
MINUTES OF JULY 21, 2009**

The regular meeting of the Board of Park Commissioners was called to order at 8:00 p.m. by President Haderlein. Roll call was taken with Commissioners Bertram, Nevins, Johnson, Camin and Haderlein present. Also present were Executive Director Debbie Kopas, Attorney Matt Lulich, Treasurer Howard Blumstein, Superintendent of Recreation Doug Boehm, Superintendent of Finance & Administration Renae Ross, Superintendent of Coyote Run Dave Ward, Coyote Run Manager/Golf Professional Brian Smith, Irons Oaks Manager Tracey Anderson, Racquet & Fitness Club Manager Dave Thommes, Marketing & Public Relations Manager Nicole Castagna, Administrative Assistant Pam Melnyk, Recreation Supervisor Lee Ann Fisk, Secretary Cathi Hurtubise, Leisure Services Committee member Dallas Collins, Interim CEO & Professional Services Director of Illinois Park and Recreation Association Michael Selep, IPRA Intern Jennifer Elliot and University of St. Francis Recreation Chairman Lyle Hicks.

CHANGE IN AGENDA – None

PRESENTATION – Michael Selep, Interim CEO and Professional Services Director with the Illinois Park and Recreation Association presented Recreation Supervisor Fisk with the 2008 Best in Environmental Article Award from the Joint Editorial Committee of IPRA and IAPD. The article “Where Have All the Children Gone? Indoors” was co-written by Supervisor Fisk and Dr. Sydney Sklar from the University of St. Francis. Selep said it has been a real honor working with Fisk. Fisk has taken on many projects working with professionals, alumni and faculty creating quality programs including an intern program that has helped others throughout the state and the country.

Acting on Dr. Sklar’s behalf, Recreation Chairman Dr. Lyle Hicks thanked both Fisk and Selep and said receiving the award is a great honor. Hicks said that in his 34 years experience in the field of recreation Fisk is at the top of the list with regard to her professionalism, work, dedication and service to the profession. Hicks thanked the commissioners for inviting him to the meeting.

Fisk was honored to receive the award and thanked both Hicks and Selep.

Commissioner Haderlein thanked all for attending and congratulated Fisk.

COMMENTS FROM VISITORS - None

CONSENT AGENDA:

a. Crisis Management Plan

A report from the Superintendent of Finance & Administration recommending the Board of Park Commissioners consider a motion to approve the revised Crisis Management Plan as presented.

- b. Ordinance #547
An Ordinance Authorizing the Disposal of Certain Items of Personal Property by the Homewood-Flossmoor Park District.
- c. Ordinance #548
An Ordinance Adopting Revisions to the Homewood-Flossmoor Park District Personnel Policy Manual.
- d. Email Archive Policy
A report from the Superintendent of Finance & Administration recommending the Board of Park Commissioners consider a motion to approve the Email Archive Policy.
- e. Ordinance #550
An Ordinance Adopting the Revised Americans with Disabilities Act Resolution Procedures.

Commissioner Bertram moved to approve the Consent Agenda. Commissioner Nevins seconded the motion. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approved.

OLD BUSINESS:

- a. Ordinance #549
Commissioner Bertram moved to approve Ordinance #549 Authorizing the Execution of a License Agreement with T-Mobile Central, LLC to Construct, Operate, and Maintain a Cellular Tower at Irons Oaks Environmental Learning Center. Commissioner Nevins seconded the motion. Roll call vote with Ayes: Bertram, Nevins, Johnson and Haderlein. Nays: Camin. Motion approved.

NEW BUSINESS:

- a. Fitness Equipment Purchase
Commissioner Camin moved to approve the purchase of three Matrix treadmills from Professional Fitness Concepts in the amount of \$9,975. Commissioner Johnson seconded the motion. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approved.
- b. Irwin Roof Remodel
Commissioner Johnson moved to approve the hiring of Robert Juris & Associates for the architectural and structural engineering services for bid preparation, permit and construction documents, bid form and update estimates of probable construction costs for the Irwin Center roof remodel in the amount of \$5,300 plus reimbursable expenses. Commissioner Bertram seconded the motion. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approved.

c. Park Signs

Commissioner Camin moved to approve the quote from Schepel Signs in the amount of \$13,720 for the creation and design work of park signs at Apollo Park, Rover's Run, Flossmoor Park, Goldberg and Homewood Estates. Commissioner Nevins seconded the motion. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approved.

d. Vehicle Purchase

Commissioner Nevins moved to approve the purchase of one 2009 Ford Explorer from Packey Webb Ford in Wheaton Illinois for \$24,246 and waive bidding requirements because it is a used vehicle. Commissioner Johnson 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 June 16, 2009 as amended. Commissioner Camin seconded the motion. On a voice vote, the motion was approved.

APPROVAL OF CLAIMS – Commissioner Haderlein asked what the \$63,869.86 payment was to Charter One. Superintendent Ross said it was the final payment on the installment contract for the initial purchase of golf equipment for Coyote Run. Commissioner Bertram moved to approve the Claims List in the amount of \$537,121.83. Commissioner Camin 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 JUNE 30, 2009 – Commissioner Johnson asked why salaries and wages for pools are half than the budgeted amount. Superintendent Boehm replied it has been a cool, rainy spring and pool memberships are down 130 from last year. Commissioner Camin is pleased that expenses are down at the Racquet Club but concerned that revenue is down as well. Manager Thommes said the cancellation of the Wimbledon trip decreased expected revenue by approximately \$42,000. In addition, payment was not received from Ingalls. Superintendent Ross said it is also due to monthly budget allocations. Commissioner Haderlein is pleased with the revenue in the golf course fund considering the inclement weather and the economy.

COMMUNICATIONS:

- Board & Administrator, June & July 2009

DIRECTORS REPORT & COMMISSIONERS' COMMENTS:

Director Kopas:

- This Friday is the last Starry Nights concert for the year.
- Auditors started on-site work yesterday.
- Minimum wage went up July 1st.

- Work has started on the tennis courts at Flossmoor Hills.
- Two new bike racks were installed; one at Millennium Park and one at Patriots Park.
- Three drinking fountains were found to be not functional. Two have been repaired, one has been removed.
- Wiffle Fest was this weekend with 45 teams participating. Eleven teams attended the pre-event social at Northwoods.
- A tent sale is planned for all three pro-shops in August. The sale will be held in the Ice Arena parking lot.
- Run for Freedom was a great success with just under 140 people participating.
- Tennisfest finished up this weekend with a barbecue on Sunday night.
- Photos attached to the director's report are before and after pictures of work completed on the culvert at Homewood Estates Park and the pathway at Leavitt Park.

Commissioner Bertram:

- Said the tennis courts at Flossmoor Hills look great.
- Asked how ticket sales were going for Starry Nights. Administration Assistant Melnyk replied approximately 300 tickets have been purchased so far.

Commissioner Nevins:

- Looking forward to Starry Nights. At the last Starry Nights concert he helped assist a disruptive person out of the park. Said this was the fourth incident he has experienced in twenty years of Starry Nights.
- Attended many fun park district events including the 4th of July Parade, Family Fun Fest, theatre performances at Homewood Days and the Tennisfest barbecue,
- Really enjoyed working with volunteer Hannah Boehm. Said Hannah has been wonderful. She has helped at Starry Nights, Family Fun Fest and performances for the theatre group.

Commissioner Johnson:

- Thanked everyone who helped with the 4th of July Parade and Family Fun Fest.
- Pleased to see the increase in usage at Kids Kourt.
- Asked how golf outings are this year compared to last year. Manager Smith replied that numbers are down however staff continues to pick-up outings each day. Outings tend to be smaller groups. Has not lost any shotgun groups.

Commissioner Camin:

- Happy to see the new NHL Diversity program.
- Disappointed that registration numbers are down for Community Kids. Asked if numbers were down for any specific reasons. Superintendent Boehm replied people are looking for camps with extended hours.
- Enjoyed Wiffle Fest on Saturday.
- Commented that the golf course was in great shape during a recent outing with friends.

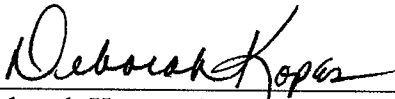
- Had several updates on the IAPD conference in January. The opening speaker is Chris Gardner, the man behind the *Pursuit of Happyness* story. The Hyatt won the five year bid for conference hotel starting in 2012. Reusable, recyclable totes will be available to carry materials. Two hundred sessions will be offered. Instead of mailing documents the registration receipt will have a barcode that will be scanned at the conference.

Commissioner Haderlein:

- Pleased to see the new NHL Diversity program.

EXECUTIVE SESSION – Commissioner Haderlein cancelled the Executive Session.

ADJOURNMENT – Commissioner Nevins moved to adjourn the meeting at 9:00 p.m. Commissioner Bertram seconded the motion. On a voice vote, the motion was approved.



Deborah Kopas, Secretary

