



Park District Board of Commissioners Regular Meeting Minutes February 20, 2014

Call to Order: President Gallagher called the meeting to order at 7:00 PM.

Commissioners Present: Commissioners Collins, Myers Bachour-Chemaly, Hartwig, Wheeler, Gallagher
Commissioner Absent: Commissioner Aquilina

Legal Counsel: Scott Puma, Ancel, Glink, Diamond, Bush, DiCianni and Krafthefer, P.C.

Staff: Jason Herbster, Executive Director, Erik Jakubowski, Superintendent of Park Services, Debra Oldham, Superintendent of Business Services, Kim Buscemi, Superintendent of Recreation Services, Jack Sebesta, Superintendent of Facility Services, Anne Sandor, Recording Secretary

Citizens: None.

Pledge of Allegiance: The Pledge of Allegiance was recited.

Approval of Agenda: President Gallagher noted that item XI. A. Annexation Ordinance 13.14.10, Wirkus Property Annexation, was moved to item XVIII. Action from Matters from Executive Session. Commissioner Collins moved to approve the agenda as amended.
Seconded by Commissioner Myers
Roll Call:
Ayes: 6 (Myers, Collins, Bachour-Chemaly, Hartwig, Wheeler, Gallagher)
Nays: 0

Approval of Minutes:
A. January 16, 2014
Regular Meeting
Commissioner Bachour-Chemaly moved to approve the minutes of the January 16, 2014 Regular Meeting, as presented.
Seconded by Commissioner Hartwig
Roll Call:
Ayes: 6 (Myers, Collins, Bachour-Chemaly, Hartwig, Wheeler, Gallagher)
Nays: 0

B. January 30, 2014
Regular Meeting
Commissioner Wheeler moved to approve the minutes of the January 30, 2014 Regular Meeting, as presented.
Seconded by Commissioner Myers
Roll Call:
Ayes: 6 (Myers, Collins, Bachour-Chemaly, Hartwig, Wheeler, Gallagher)
Nays: 0

Approval of Voucher List: Commissioner Wheeler moved to approve the balance of the vouchers for the month ending, January 2014, in the amount of \$240,114.90.
Seconded by Commissioner Collins
Roll Call:
Ayes: 6 (Collins, Myers, Bachour-Chemaly, Hartwig, Wheeler, Gallagher)
Nays: 0

Approval of Interim
Voucher List: Commissioner Wheeler moved to approve the interim vouchers for the month of February 2014 in the amount of \$105,299.77.
Seconded by Commissioner Bachour-Chemaly
Roll Call:
Ayes: 6 (Myers, Bachour-Chemaly, Hartwig, Wheeler, Collins, Gallagher)
Nays: 0

Treasurer's Report: Commissioner Wheeler moved to approve the Treasurer's Report with a total fund balance of \$7,948,576.61.
 Seconded by Commissioner Myers
 Roll Call:
 Ayes: 6 (Bachour-Chemaly, Hartwig, Wheeler, Collins, Myers, Gallagher)
 Nays: 0

Matters from the Public: None.

Committee Reports:

A. Safety Action Team
 Committee Meeting Minutes: Nothing to add.

B. Planning Buildings/Grounds
 Committee Meeting Minutes: Commissioner Myers reported that Ann Viger, Director of Development of Planning reviewed the 2012 conceptual plans for the renovation of Main Beach. The Committee discussed maintenance issues with having a splash pad at the beach. Commissioner Collins suggested asking the staff at the City if they are having any issues with the splash pad at Three Oaks. A public meeting will be held at Main Beach on Wednesday, February 26, 2014 at 7:00pm. Ann Viger, Director of Development of Planning will give a presentation of the conceptual plans for the Main Beach facility and park.

C. Finance Committee Meeting
 Minutes: Commissioner Wheeler reported that the Finance Committee discussed the budget process and timeline for the 2014-2015 budget, the health care/affordable care act and merit increase process. As of January 2014, the annual fee on Health Insurance and the Transitional Reinsurance Program Contribution fees were added to the district's monthly insurance premium. The increase for the district is 3.36%. The committee agreed to make a recommendation to the board to follow the current park policy with employees covering 20% and the Park District covering 80% of the health and dental insurance premium. The committee agreed to make a recommendation to the Board to approve a 3% merit pool increase for the 2014-2015 budget year.

Commissioner Wheeler reported that the committee agreed to recommend a 3% merit increase pool to the Park Board. Commissioner Collins expressed that her concerns of not having a criteria to determine pay increases. Director Herbster added that research results that were reviewed in the committee meeting minutes showed how agencies determine their pay increases. When researching calculations he did not find a specific formula to determine a percentage. Commissioner Gallagher noted that the survey provided included the public and private sector. Herbster added that Organizational Research Forum, Inc. will compare positions to the public and private sectors to determine salaries when conducting the Compensation Study. Commissioner Collins commented that the District needs to make sure that salaries are not based on a large percentage of the budget.

Unfinished Business:

A. Annexation Ordinance
 13.14.10, Wirkus Property
 Annexation Approval Item moved to item XVIII. Action from Matters from Executive Session

B. Compensation Study: Commissioner Myers moved to authorize staff to execute the agreement with Organizational Research Forum, Inc. to conduct a compensation study in the amount of \$59,400.00 with \$10,000 being expensed from the 2013-2014 budget and the remaining amount of \$49,400 being placed in the 2014-2015 budget.
 Seconded by Commissioner Collins
 Roll Call:
 Ayes: 6 (Hartwig, Wheeler, Collins, Myers, Bachour-Chemaly, Gallagher)
 Nays: 0

Consent Agenda:

A. MUDD Earth Day Race
 Request: Commissioner Bachour-Chemaly moved to approve Consent Agenda items A. MUDD Earth Day Race, B. Misericordia Fundraiser and C. Andrea Lynn 5K Race/Walk Fundraiser, as presented.

B. Misericordia Fundraiser
 Request: Seconded by Commissioner Myers

- C. Andrea Lynn 5K Race/Walk Fundraiser Request: Roll Call:
Ayes: 6 (Myers, Collins, Bachour-Chemaly, Hartwig, Wheeler, Gallagher)
Nays: 0
- New Business:
A. PARC Grant Approval Commissioner Wheeler moved to authorize staff to submit a 2014 PARC Grant Application for the Main Beach Pavilion and Grand Patio project.
Seconded by Commissioner Myers
Roll Call:
Ayes: 6 (Hartwig, Wheeler, Collins, Myers, Bachour-Chemaly, Gallagher)
Nays: 0
- B. Resolution 13.14.05, We Choose Health Grant Commissioner Bachour-Chemaly moved to approve Resolution 13.14.05, a resolution authorizing staff to complete the We Choose Health Grant application process.
Seconded by Commission Collins
- The Board of Commissioners expressed concerns of people smoking near playgrounds and splash pads and to designate non-smoking areas. Commissioners Collins and Bachour-Chemaly agreed to promote no smoking in all parks.
- Commissioner Wheeler moved to table the approval of the Resolution to research the criteria of the grant to whether it will allow the designation of non-smoking areas.
Seconded by Commissioner Myers
Roll Call:
Ayes: 4 (Wheeler, Myers, Hartwig, Gallagher)
Nays: 2 (Collins, Bachour-Chemaly)
- C. Employee Policy Revisions Approval 106 Alcohol and Drugs/116 Classification, Definition and Status of Employees Commissioner Myers moved to approve revisions to Employee Policy 106/Alcohol and Drugs/116 Classification, Definition and Status of Employees, as presented.
Seconded by Commissioner Bachour-Chemaly
Roll Call:
Ayes: 6 (Myers, Collins, Bachour-Chemaly, Hartwig, Wheeler, Gallagher)
Nays: 0
- Reports to the Board:
A. Legal Counsel Nothing to add.
- B. Executive Director Director Herbster noted that the NISRA Banquet will be held on March 12, 2014. Commissioners were asked to contact Herbster if they wish to attend.
Herbster reported that an Intergovernmental Agreement has been sent to District 155 for their review.
McHenry County Senior Services will not be using the Grand Oaks facility. The organization cannot function without internet access.
Commissioner Myers noted that the Budget Orientation was very helpful and encouraged the Commissioners to attend.
- C. Park Services: Erik Jakubowski noted that crews have been busy plowing but not salting due to the increased cost of salt.
- D. Business Services Nothing to add.
- E. Recreation Services Kim Buscemi, Superintendent of Recreation Services, reported that she continues to work on a partnership with Senior Services. The Park District Senior Groups will be moving to Grand Oaks in June. Staff is working to build up and expand programs.
- F. Facility Services Commissioner Myers commented that he is glad to see that scout merit badge programs are being held at the Nature Center.
- Matters from the Board: Commissioner Bachour-Chemaly is receiving questions from Lake in the Hills residents regarding the annexation process. Attorney Puma will prepare a memo explaining the process.

Committee Meeting Dates: None.

Executive Session:

A. Litigation 2 (c) 11
B. Personnel 2 (c) 1
C. Sale or Lease 2 (c) 6
D. Land Acquisition/Lease 2(c)5
E. Review of Minutes 2 (c) 21

Commissioner Bachour-Chemaly moved to enter Executive Session at 8:30pm to discuss items A. Litigation 2(c)11, B. Personnel 2(c)1, D. Land Acquisition 2 (c) 5 and Review of Minutes 2 (c) 21.
Seconded by Commissioner Wheeler.
Roll Call:
Ayes: 6 (Collins, Myers, Bachour-Chemaly, Hartwig, Wheeler, Gallagher)
Nays: 0

Reconvene:

Commissioner Myers moved to return to open session at 9:18 pm.
Seconded by Commissioner Collins
Roll Call:
Ayes: 6 (Wheeler, Hartwig, Bachour-Chemaly, Collins, Wheeler, Gallagher)
Nays: 0

Action from Executive Session

None.

Adjourn:

Commissioner Wheeler moved to adjourn the meeting at 9:19pm.
Seconded by Commissioner Collins
Roll Call:
Ayes: 6 (Myers, Collins, Bachour-Chemaly, Hartwig, Wheeler, Gallagher)
Nays: 0

Approve: _____
President

Attest: _____
Secretary