

MINUTES OF THE PUBLIC REGULAR MEETING OF THE PLEASANT DALE PARK DISTRICT

WEDNESDAY, APRIL 8, 2020 – 6:00 PM

HELD VIA ZOOM VIDEO CONFERENCE AS PERMITTED BY GUBERNATORIAL DISASTER PROCLAMATION IN RESPONSE TO COVID-19 (COVID-10 EXECUTIVE ORDER 5) EXEMPTING THE REQUIREMENT OF THE OPEN MEETINGS ACT FOR THE PHYSICAL PRESENCE OF THE COMMISSIONERS AT THE MEETING AND PERMITTING COMMISSIONER ATTENDANCE BY VIDEO, AUDIO, OR TELEPHONE ACCESS

1. Pledge of Allegiance
2. Call to Order/Roll Call: Present: Commissioners: C. J. Johnson, Todd Davis, Kristin Wojtulewicz, and Patrick Gierut. Also present: Executive Director Matt Russian & Attorney Joseph Cainkar. Absent: Brad Tertell
3. Consent Agenda items a, b & c. Monthly Business (**Items a, b & c on the consent agenda will be approved with one motion; Board Members with questions should call Matt prior to the meeting.**)
 - a. Minutes of the March 11, 2020 meeting
 - b. Minutes of the April 1, 2020 special meeting
 - c. Financial Statements presented to the Board of Park Commissioners for March 2020 in the amount of \$111,341.91 for accounts payable and \$48,055.82 for employee payroll.

MOTION

Mr. Gierut made a motion to approve items a, b & c. Seconded by Ms. Wojtulewicz. All Ayes. Motion passed.

4. Open Forum (Limited to 15 minutes, 5 minutes per speaker)

5. Old Business

5A - Update on Walker Park Redevelopment Project

Mr. Russian reported that construction is continuing at Walker Park. Fence posts have been installed, and the fabric on fencing should be installed within the next two weeks. There was a brief discussion regarding some water issues, soil issues, and concrete slab surface mount. Work has started on the North section of the challenge course. Monthly updates appear on the park district website.

5B - Update on Soehrman Park Project

Mr. Russian reported that the Soehrman construction fence is up. There has been some demolition, and work is being done on the pavers around the mulch beds.

5C - Discussion and possible Board Action on Pleasant Dale Parks Foundation Bylaws and Operating Agreement

Mr. Russian reported in Section 2 of the Bylaws, it indicates people will be appointed. It's important to set up a timeline when people are going to be appointed depending on what month the year appointment is decided upon by the Board. Bylaws Section 2B talks about appointments being made in December. There should be some kind of plan that flows for both documents. In the Operating Agreement, it refers to an annual meeting, and it needs to be established when that is. 4F in the Operating Agreement talks about an invoice for July 1st, and it should be set up to streamline with our terms as much as possible.

Mr. Johnson referred to a previous meeting and is open to any corrections, drafts, ideas, or thoughts regarding the bylaws and operating agreement. The Boards can propose what they would prefer to do for the upcoming year.

Mr. Davis indicated questioned the term policy with PDRMA.

Mr. Russian indicated that it's a standard operating procedure for agencies that have PDRMA coverage. As this is a foundation, the coverage would extend there.

Attorney Joseph Cainkar requested a word version of this proposal, and Mr. Russian will provide this information with any changes, and it will be the Pleasant Dale Parks Foundation. He also suggested having the annual meeting after the fiscal year. Our board annual meeting is May after the elections in April.

Mr. Johnson suggested scheduling it simultaneously with the park district schedule. The Chairman is John Santinello. Mr. Johnson is the park board commissioner that's on the foundation board, and Mark Radulski, Al Carr, and Hector Garcia are also on the board. We have four and looking for 2 more.

Mr. Gierut pointed out that it states up to 4 members can be non-residents.

Mr. Johnson indicated even though they might not reside in the area, you can have industries or businesses in the area.

Attorney Cainkar indicated they should have some affiliation within the boundaries of the district. He will send Mr. Russian a copy of the bylaws from a convention of visitor's bureau, which is a not-for-profit also. Officers have staggered terms, so you are not all appointed at the same time.

Mr. Johnson stated that this was a combination of McHenry Foundation, Waukegan Foundation, and the Burr Ridge Park District Foundation.

After reviewing all the information, Mr. Russian will make any changes and updates and then forward them to the Board and Attorney Joseph Cainkar for their review.

6. New Business

6A - Board action on IGA with School District 107 for 2020-21 Extra Innings program

Mr. Russian stated this is an annual operating procedure for the park district to run a program at their building.

MOTION

Mr. Davis made a motion to approve the IGA Extra Innings Program with School District 107 for 2020-21. Seconded by Ms. Wojtulewicz. All Ayes. Motion passed.

6B - Board action to approve Ordinance 2020-1 in tentative form: Ordinance Providing for a Budget and Appropriation for the Fiscal Year beginning May 1, 2020 and Ending April 30, 2021, for the Pleasant Dale Park District, Cook County, Illinois.

Mr. Russian stated there was one change from the copy which was sent out last month to what is in the packets this month, which was a lowering of golf course revenue.

MOTION

Mr. Davis made a motion to approve Ordinance 2020-1 in tentative form: Ordinance Providing for a Budget and Appropriation for the Fiscal Year beginning May 1, 2020 and Ending April 30, 2021, for the Pleasant Dale Park District, Cook County, Illinois. Seconded by Ms. Wojtulewicz. All Ayes. Motion passed.

6C - Board action on Work Order #9 from Kee Construction for Walker Park Project \$37,665.26 for installation of new playground equipment.

Mr. Russian explained due to problems that arose from the initial demolition, unsuitable ground, and older equipment, the northern half of the playground equipment will be removed and needed to be replaced with new equipment. The original bid did not include installation of new equipment. This is basically a charge to install that equipment that wasn't part of the original plan. He also pointed out that the amount should reflect "not to exceed."

MOTION

Ms. Wojtulewicz made a motion to approve Work Order #9 from Kee Construction for Walker Park Project in the amount not to exceed \$37,665.26 for installation of new playground equipment. Seconded by Mr. Gierut. All Ayes. Motion passed.

6D - Board action on Work Order #12 from Kee Construction for Walker Park Project: \$20,891.80 for new electrical work

Mr. Russian explained the need to have electric connected to the new shelter for outlets and security lighting, possibly a motion detector. The electric will come from a light tower behind third base dugout on Spina.

MOTION

Mr. Davis made a motion to approve Work Order #12 from Kee Construction for Walker Park Project not to exceed \$20,891.80 for new electrical work. Seconded by Ms. Wojtulewicz. All Ayes. Motion passed.

6E - Board Action on contract addendum with Living Waters Consultants for \$18,500.00 for additional work on Lake Carriage Way project.

There was a brief discussion regarding additional work needed to prevent collection of water on the Northern area, berm issues, and a grate where debris collects along the West side. These issues need to be addressed now to make this area environmentally safe.

MOTION

Ms. Wojtulewicz made a motion to approve the contract addendum with Living Waters Consultants for \$18,500.00 for additional work on Lake Carriage Way project. Seconded by Mr. Gierut. All Ayes. Motion passed.

6F - Discussion on 2020 Golf Outing and July 3 Fireworks

There was a brief discussion regarding the golf outing and postponing any action for the golf outing until the May 2020 meeting. Regarding the July 3 Fireworks, Mr. Russian will check the contract and speak to Rob Novak regarding how this issue can be handled if a new date needs to be arranged.

6G - Board Action on maintenance barn roof repairs by Anthony Roofing for \$14,760.61.

Mr. Russian explained his concerns regarding the building and roof repairs.

MOTION

Mr. Davis made a motion to approve the barn roof repairs by Anthony Roofing in the amount of \$14,760.61. Seconded by Mr. Gierut. All Ayes. Motion passed.

6H - Board Action on purchase of equipment from JW Turf: \$21,475.20 for Dakota 412 Turf Tender and \$30,408.93 John Deere Aercore 2000 Aerator

After a brief discussion, the Board suggested that the approval of the purchase of these two pieces of equipment be put on hold and addressed again at the May 2020 meeting.

7. Flagg Creek Golf Course Report

Mr. Gierut stated there was no Flagg Creek Golf Course meeting. Mr. Russian referred to an email that stated that the last meeting was canceled and contained a budget as adjusted by the Board. The Board approved it at the last meeting. With respect to committee meetings, the city has canceled them throughout this shut-down period.

8. Staff Reports

a. (Staff reports are provided as information only; Board members with questions - contact Matt prior to the meeting.)

The Board commended the staff reports.

9. Additional Items

There was a discussion regarding a special meeting that was previously scheduled for Friday, April 17th at 5:00. Mr. Russian requested having other business added on the Agenda for that meeting. We also had budgeted for FY21 parking lot resurface and restripe, and we are anticipating doing the back lot.

There was a brief discussion regarding the park district grant. Attorney Joseph Cainkar sent an email and discussed the possibility of some of the grant monies flowing through from the State of Illinois, and he indicated that it was highly unlikely that the park districts would be on the top of the priority list for this round.

10. Board Member Comments

11. Executive Session: (As needed)

12. Adjournment

MOTION

Ms. Wojtulewicz made a motion to adjourn. Seconded by Mr. Gierut. All Ayes. Motion passed.

(Whereupon the Regular Meeting ended at 6:55 pm)

Reported by Carmella Traverso

