

MINUTES OF THE PUBLIC REGULAR MEETING  
PLEASANT DALE PARK DISTRICT  
WEDNESDAY, DECEMBER 11, 2013 AT 7:00 P.M.  
RECREATION CENTER  
7425 SOUTH WOLF ROAD, BURR RIDGE, ILLINOIS

1. Pledge of Allegiance
2. Call to Order/Roll Call: Present: Commissioners: Kevin Burke, Mark Radulski, and Wade Brewer. Also present: Executive Director Matt Russian and Attorney Michael Cainkar. Absent: Amy Podczerwinski and Ernie Moon.
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 November 13, 2013 Regular Meeting
  - b. Minutes of November 13, 2013 Executive Session
  - c. Financial Statements presented to the Board of Park Commissioners for November, 2013

**MOTION**

Mr. Brewer made a motion to pass items a, b & c. Seconded by Mr. Radulski. All Ayes. Motion passed.

4. Old Business
  - a. Resolution authorizing sale of Chalet

Mr. Cainkar reported to the Board that Dr. Pierre Wakim approved the Memorandum of Intent . There is an Authorization to enter into the real estate contract that the Board may approve at tonight's meeting. Assuming that it is passed, Mr. Cainkar will send duplicate originals to Dr. Wakim's attorney. After it is signed and the duplicate original sent back to us, a court hearing will be scheduled, and it will be published in the newspaper. Hopefully, all of this may be accomplished by mid to late January of 2014.

**MOTION**

Mr. Radulski made a motion to approve the resolution authorizing the sale of the Chalet. Seconded by Mr. Brewer. All ayes. Motion passed.

- b. Mr. Burke introduced Mr. Robert Molaro, Lobbyist in Springfield for the Pleasant Dale Park District. Mr. Molaro's fees will be put on hold at the present time.

Mr. Molaro presented the Board Members with a Memorandum regarding the funding issues related to the area grants and recent developments in Springfield as well as Mr. Molaro & Associates' work in appropriating funding on behalf of the Park District. There was a discussion regarding \$90,000 which was recently received. The grant amount of 289,000 will be reviewed in Springfield in April, and Mr. Molaro & Associates will work with Mr. Russian regarding some language which may need to be changed regarding the grant, and they will report back to the Park District Board with any further information at that time.

Mr. Burke mentioned that Mr. Molaro has set up Legislative breakfasts with the Board and representatives from the area.

Mr. Molaro also indicated that one of his associates, Mr. Chris Ganshaw who is from Lyons Township has attended some meetings, and Mr. Bob Soldat who is from Willow Springs attends the meetings every month to keep the Board updated.

(The Memorandum from Robert S. Molaro & Associates is attached for review)

#### 5. Appointment of Flagg Creek Golf Course Board Members

Mr. Burke explained that each year the positions are alternated with the park district board members having 2 board members on the golf course board one year and then 3 the next year. This year it will be 3 board members from the park district. Presently, Mr. Radulski and Mr. Brewer are on the golf course board, and after speaking with Mr. Moon, Mr. Burke indicated that Mr. Moon had agreed to be on the golf course board for several months.

#### **MOTION**

Mr. Burke made a motion to have Mr. Moon take a position with the Golf Course Board. Seconded by Mr. Radulski. All Ayes. Motion passed.

#### 6. Holiday Bonuses for staff

Mr. Burke suggested that the bonuses be the same as last year. Mr. Russian reported after looking through the previous year's record, that there was a Christmas bonus of \$50 for part-time employees and \$100 for full-time employees with a few different amounts for certain individuals.

#### **MOTION**

Mr. Brewer made a motion to approve Christmas bonus payments under Matt's discretion to make the payments the same as from the previous year. Seconded by Mr. Radulski. All ayes. Motion passed.

#### 7. 4th of July Celebration-Fireworks, Golf Scramble, 60th Anniversary

Mr. Burke explained that he was in the process of choosing a date in June, either June 14 or June 21. He also suggested that entertainment be provided by an individual who does painting to music. This expense would be covered by donations. It should be emphasized that this is the 60<sup>th</sup> year anniversary for the park district. Mr. Russian suggested that the 21<sup>st</sup> might be a better date for the Golf Scramble. Volunteers are needed for the golf scramble and also volunteers for the fireworks committee for the 4<sup>th</sup> of July.

#### 8. New Business (Nothing heard)

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

Mr. Youseff questioned the amount of \$35,000 on the budget. He received an answer but wanted to know which amount was used for any further calculations throughout the budget or any financials. He questioned the amounts of \$15,962.35 and \$15,612.35.

Mr. Cainkar explained that there was an error, the body of the ordinance there was a corporate fund, and when they did the recapitulation, it was a different number. The number that's in the body of the ordinance was the one that was used, because those would be the line items that would be used in the budget. That would be the sum total of all the line items.

Mr. Youseff asked for clarification regarding the difference between the budget and appropriation. There's a difference of about \$10,000 between each one.

Mr. Cainkar explained that the budget is an internal number used to run the operation. The only significance of that ordinance is the amount of the appropriation. By law you can't spend more than you appropriate. The budget is what you would like to spend. Appropriations are approximately on average 20 percent more than the amount budgeted.

Mr. Youseff questioned from the September 11<sup>th</sup> meeting regarding the individual jobs and their descriptions. Under general corporate fund, you have support staff accounting and audit. He questioned the two people one for accounting and one for payroll and whether the Board considered sending those jobs to ADT.

Mr. Russian explained that Marsha does AP and payroll.

Mr. Radulski indicated that the auditor has to be external. ADT only does payroll. Marsha is part-time. Maria does financial statements .

There was further discussion regarding the different responsibilities for Marsha and Maria. Marsha does payroll and invoicing and individual employee benefits, insurance, new accounts with vendors, credit applications, and general human resource processing.

Mr. Radulski stated that they will research that information for the next meeting for Mr. Youseff.

## 10. Staff Reports

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

## 11. Additional items

Mr. Russian reported to the Board that he was contacted through the website regarding the Hess property and a gentleman inquired whether the Board would consider using the property for an Apiary (bee hives) explaining that there would be little expense for the Park District. A gentleman in the room mentioned that Cantigny has successfully used bee hives for many years to produce honey and is used for a global resource. He suggested if the Board were to consider an Apiary that someone from Cantigny should be contacted.

Other suggestions were made as to what can be done with the Hess property, with a suggestion of public gardening.

Mr. Burke indicated that at the present time they would like to concentrate on and finalize the Chalet property. Mr. Russian will contact the gentleman regarding the Apiary and what the Board discussed.

12. Executive session

-Motion for executive session to discuss the performance of specific employees.

**MOTION**

Mr. Radulski made a motion to go into Executive Session to discuss the performance of specific employees, hiring and firing. Seconded by Mr. Brewer. All Ayes. Motion passed.

(Whereupon the Board went into Executive Session at approximately 7:40 p.m.)

(Whereupon the Board came out of Executive Session at approximately 7:50 p.m.)

13. Hiring and firing of personnel (Nothing heard)

14. Adjournment.

**MOTION**

Mr. Brewer made a motion to adjourn. Seconded by Mr. Radulski. All Ayes. Motion passed.

(Whereupon the Meeting and Executive Session ended at approximately 7:55 p.m.)

Reported by Carmella Traverso