

MINUTES OF THE PUBLIC REGULAR MEETING OF THE PLEASANT DALE PARK DISTRICT
WEDNESDAY FEBRUARY 9, 2022 – 6:00 PM
WALKER PARK RECREATION CENTER
7425 SOUTH WOLF ROAD, BURR RIDGE, ILLINOIS

1. Pledge of Allegiance

2. Call to Order/Roll Call: Present: Commissioners: Todd Davis, Patrick Gierut, David Gallagher, & Jennifer Hennessy. Absent: Brad Tertell

Also present: Executive Director Matt Russian & Attorney Joseph Cainkar.

3. Consent Agenda items a - c. Monthly Business (**Items a – 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 January 5, 2022 meeting

b. Executive Session Minutes of the January 5, 2022 Meeting

c. Financial Statements presented to the Board of Park Commissioners for January, 2022 in the amount of \$73,015.76 for accounts payable and \$48,535.34 for employee payroll.

MOTION

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

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

5. Old Business

6. New Business

6A - Board Action on Lease Approval with Turf Tank for \$11,500 for GPS Paint Robot

Mr. Russian explained that this machine would be a savings on paint and labor hours. There are custom programs that can be utilized as needed. He also explained the terms of the six-year lease agreement.

MOTION

Mr. Gierut made a motion to approve the Lease Approval with Turf Tank for \$11,500 for GPS Paint Robot. Seconded by Mr. Davis. All Ayes. Motion passed.

6B - Board Action on Maintenance Department Capital Expense:

2022 Dakota 412 Topdresser for \$25,992.27

2022 Steiner FD800 Flex Deck Mower for \$11,951.71

2022 Steiner SB648 Snow Blower for \$5,274.44

2022 Steiner AR240 Core Aerator for \$2,681.36

Regarding the Topdresser, Tony Cavazos has the fields on an annual maintenance program, where he is putting a top dressing down to keep them healthy. That's a piece of equipment we have had to rent. Last year it was difficult to rent some of these items, and there were supply chain issues.

We are not sure when this will be available. They are all budgeted for FY2023 starting in May, but we are seeking approval now so if and when they become available, we will have the Board's approval.

The last 3 items are attachments for the Steiner unit purchased last year. These items are needed to keep the paths clear and help with turf maintenance. We are presently assembling the FY2023 budget, and a first draft will be presented at the March meeting.

MOTION

Mr. Gallagher made a motion to approve the Maintenance Department Capital Expense for:

- 2022 Dakota 412 Topdresser for \$25,992.27
- 2022 Steiner FD800 Flex Deck Mower for \$11,951.71
- 2022 Steiner SB648 Snow Blower for \$5,274.44
- 2022 Steiner AR240 Core Aerator for \$2,681.36

Seconded by Mr. Gierut. All Ayes. Motion passed.

6C - Board Action on selection of Building Committee Members to spearhead initial planning process for renovation/future building plans

Mr. Russian asked for the Board's assistance on establishing a Building Committee to start the planning process for renovation and/or future building plans for the Park District. The assistance of an architect or firm to guide us through this process will be needed. Attorney Joseph Cainkar suggested having two board members, Mr. Russian, and maybe a staff member to assist with this process. Mr. Russian also suggested the possibility of visiting other park districts with the members to attain information and ideas for future building plans. Mr. Davis and Mr. Gierut offered to be the board. There was a brief discussion regarding funding, land available, properties, available grants, energy savings, and community input for sports and other activities.

MOTION

Mr. Gallagher made a motion to approve the forming of a Building Committee to spearhead the initial planning process for renovation/future building plans. Seconded by Ms. Hennessy. All Ayes. Motion passed. (It was decided that all Board members will start off serving on this committee)

6D - Board Action on rate increases at Flagg Creek Golf Course

Mr. Michael Natale appeared and advised the Park District Board of the rate increases for Flagg Creek Golf Course. He explained some of the reasons for the increases, but explained that it is a competitive rate when compared to other similar golf courses. They would prefer golfers take advantage of booking online. Mr. Gierut suggested that the Senior rates stay the same.

MOTION

Mr. Davis made a motion to accept the Board Action on the increases at Flagg Creek Golf Course. Seconded by Mr. Gallagher. All Ayes. Motion passed.

7. Flagg Creek Golf Course Report

Mr. Natale stated that 2020 was the best year we ever had in terms of rounds. 2021 slightly lower than 2020, but way above 2019 and 2018.

We would get six thousand rounds a month during the summer. We were in the 7,200 to 7,500 range the last couple of years. And the course has been able to handle that level of play. We haven't had an issue where we had to break tee times down to eight minutes. We are not at that point.

Some issues discussed for site improvements were the front entrance, framing around port-a-potties, and replacement of the pump house.

Mr. Russian indicated he has received an email from Patrick Jeter in relation to Mr. Doug Davis' letter of resignation. His last day will be March 4, 2022.

A question was raised previously about Countryside staff salary allocation at Flagg Creek. Mr. Russian informed the Board of those salary allocations. Since they are the administrative district, they appropriate a portion of salaries.

2018 it was:

10 percent - Sharon Peterson, Assistant City Administrator

10 percent - Dave Schutter, Finance Director

20 percent - Meiling Lieu, Senior Accountant

Current year **FY22**

10 percent - Sharon Peterson

10 percent - Dave Schutter

20 percent - Meiling Lieu

5 percent - Jesse Sterna, Public Works Superintendent

Projection for **FY23**

0 percent for Sharon Peterson

10 percent for Dave Schutter, Finance

15 percent for Meiling Lieu, Salary Accountant

10 percent for the Kelly Keach, Finance Clerk

5 percent for Jesse Sterna, Public Works

5 percent for Gail Paul, City Administrator

Mr. Davis questioned what the 2022 and 2023 figures would be

Mr. Russian explained 2022 was \$49,355 and projected FY2023 is \$45,237.

For reference we were just shy of \$41,000 on the 2018 percentages.

Mr. Natale indicated that he would be happy to be considered, as well as other golf board members, for the interviewing process for Doug Davis' replacement.

8. Staff Reports

a. (Staff reports are provided as information only)

The Board was very complimentary of the staff reports.

Mr. Russian invited any Board member to attend the annual IAPD/IPRA conference which is the third weekend in January, if their work schedule or life schedule permits. The last day of the conference is on Saturday where sessions are held specifically for commissioners.

9. Additional Items – There was a brief discussion regarding the upcoming Burr Ridge 5K race.

Mr. Russian reminded the board about OMA (Open Meetings Act) and the Attorney General website is back up and running. Mr. David Gallagher and Ms. Jennifer Hennessy will have to complete this as new commissioners. There is information explaining the procedure. It's my goal of tying this in with the Distinguished Agency Option, and we need to have the certificates for everyone on file.

Mr. Russian received a phone call from Rob from the Fireworks Company, but he was not able to put it on the agenda. Because of the 2020 cancellation of the fireworks, we extended the 3-year agreement into this year. So, technically, this will be year three. We talked about having more money allocated towards the fireworks. We have a three-year agreement, but the actual dollar amount we have left blank each year. Last year was \$18,000. I think the improved show was very good. For the sake of budgeting, I planned for \$20,000 on this year's line item. We normally pay around this time of year because we get a discount for early pay. There was a brief discussion regarding the show and amounts involved. We hope to have a contract in the next few months beyond this year.

Mr. Russian mentioned he had a meeting with Mr. C. J. Johnson regarding the Foundation and Golf Outing. Mr. Johnson is entertaining ideas of other courses, specifically 18-hole courses. He will be attending next month to discuss this issue and future plans.

At the conference Mr. Russian spoke to the company that will provide the Axe Throwing at the Fireworks Display that the Foundation is hosting. We need to set up the logistics regarding this activity.

Our computer budget line item may have to be ballooned because PDRMA Coverage includes cyber security. It is not going to be blanket coverage for everybody right now, because of cyber-security issues on the giant increase. PDRMA will have to check with each individual agency to make sure everything is lined up.

10. Board Member Comments – There was a brief discussion regarding the basketball season.

11. Executive Session: Pending Litigation – Kee Construction vs. Pleasant Dale Park District
Case No. 2021L003899

Attorney Joseph Cainkar indicated there would be no need to go into Executive Session at this time, because there was nothing to report at this time. There is a hearing scheduled in March.

12. Adjournment

MOTION

Mr. Gallagher made a motion to adjourn. Seconded by Ms. Hennessy. All Ayes. Motion passed.

(Whereupon the Regular Meeting ended at 6:45pm)

Reported by Carmella Traverso

