

**MOKENA COMMUNITY PARK DISTRICT
REGULAR MEETING
THE OAKS RECREATION & FITNESS CENTER
10847 LaPORTE ROAD, MOKENA
6:00 P.M.
JULY 23, 2019**

1. CALL TO ORDER (6:00 p.m.)
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL

PRESENT: President Jeffrey Apel; Commissioners Robert Lindbloom, Dennis Bagdon, Steve Jacobson, Mary Louise Knoerzer; Mike Selep, Executive Director; Dave Blommaert, Supt. of Parks/ Facilities; Mary Beth Windberg, Supt. of Recreation; Rachel Bauer, Facility Manager, The Oaks Recreation & Fitness Center; Patti Parli, Supt. of Finance/HR; John M. O'Driscoll, Legal Counsel; and Carrie Coffelt, Recording Secretary

ALSO PRESENT: Mokena Residents

ABSENT: Commissioners Mike Gandy, and Tim Ozinga

4. ADDITIONS, CORRECTIONS OR DELETIONS TO AGENDA - None.
5. COMMUNICATIONS, PRESENTATIONS & DECLARATIONS
 - A. Public Comments - Andy Ventress: I am happy about the pickleball project starting soon.
6. CONSENT AGENDA

Does anyone have an item that you wish to remove from the Consent Agenda? There were no replies.

 - A. Approval of the June 25, 2019 Regular Board Meeting Minutes
 - B. Approval of the June 25, 2019 Executive Session Meeting Minutes
 - C. Approval of the June 30, 2019 Financial Report
 - D. Approval of Payment of Bills Including Travel Reimbursement

**Mokena Community Park District
Regular Board Meeting
July 23, 2019**

Financial Update

The following payments are included in the Board Report.

Vendor	Description	Line Item	Amount
Mid America Tree & Landscape, Inc.	June 19 Turf Mowing	01-51-417	\$4,101.20
		02-51-417	6,151.80
		check total	\$10,253.00

Eco Clean Maintenance, Inc	June 19 Custodial Service Recreation Center	14-51-417 15-53-417 check total	\$1,515.00 <u>3,535.00</u> \$5,050.00
Eco Clean Maintenance, Inc	June 19 Custodial Service Administration, Concession, Program Center, Splash Pad	01-51-417 02-51-417 check total	\$900.40 <u>1,350.60</u> \$2,251.00
Amber Mechanical Contractors, Inc.	June 19 Service Contract HVAC – Recreation Center	14-51-417 15-53-417 check total	\$577.13 <u>1,346.62</u> \$1,923.75
Tressler, LLP	Legal, June 2019	01-50-451	\$3,325.50
Martin Implement Sales	Maintenance Equipment 2019 Kubota Lease	01-51-442 02-51-442 check total	\$3,706.35 <u>5,559.52</u> \$9,265.87
Shorewood Home & Auto, Inc.	Maintenance Equipment 2018 Gator Lease Buyout (Cost \$10,567-2015 trade in \$6,250)	01-52-496	\$4,317.00
Design Perspectives, Inc.	Whisper Creek – Design Services & OSLAD Grant Writing Assistance	01-50-488	\$537.12
Design Perspectives, Inc.	Maintenance Center Addition - Construction Docs, Local Permitting Assistance, Sub- Consultant 52% Complete	12-54-494	10,000.00
Fifth Third Bank - Master Card	Multi Card Purchase Program Purchases 5/17/19-6/16/19	VARIOUS	\$13,234.47
Pioneer Manufacturing Co.	Facility Equipment – 10 sets Bleachers	01-51-408 02-51-408 check total	\$7,348.00 <u>11,022.00</u> \$18,370.00
Mid America Tree & Landscape, Inc.	Fox Ridge Park – Swale Cleanup	12-54-494	\$4900.00
PDRMA – Park District Risk Management Agency	1 ST Payout FY 2019 Property, Liability, Workers Comp, Emp. Practice, Pollution Insurance	04-50-433	\$25,949.16
Robert Juris & Associates Architects, Ltd.	Maintenance Center Addition – A/E Services 5 % Complete	12-54-494	\$2,512.50
Aleck Plumbing	Recreation Center – North Gym Repair Leak in Mechanical Room	14-51-412 15-53-412 check total	\$591.00 <u>1,379.00</u> \$1,970.00

Submitted by Patti Parli

Motion: Commissioner Lindbloom made a motion to approve Consent Agenda Items A, B, C and D. Commissioner Bagdon seconded the motion.

President Apel: We have a motion and a second. Is there any discussion? None.
Recording Secretary, can we please have a roll call vote?

Ayes: (4) Lindbloom, Bagdon, Apel, Jacobson

Nays: (0)

Abstain: (0)

Absent: (2) Ozinga, Gandy

By a vote of 4 to 0 the motion passed.

7. STAFF REPORTS

- A. Executive Director - Mike Selep: We had a challenge with a group of children and the staff from the Ivy League Kids. They were at our park in addition to surrounding park district parks and leaving the parks in disarray. We put together an agreement so we know when they are coming to the parks. Now they have a permit, certificate of insurance, and damage deposit to help with the challenges of making sure the parks are clean.
- B. Supt. of Parks/Facilities - Dave Blommaert: Today, we finished the concrete pads at the disc golf course. We are going to do some concrete pads for port o lets at Main Park. We corrected some drainage issues at Heritage park. We plan on doing some work at the dog park to not make it so muddy. We have a calendar too from the Ivy League Kids to make sure it has been well maintained and clean.
- C. Supt. of Recreation - Mary Beth Windberg: I have a sign-up sheet for Farm and Barn on Saturday, August 10th. We do need volunteers.
- D. Supt. of Finance/Human Resources - Patti Parli: The preliminary budget is on the agenda for review. Final approval of the budget will be next month.
- E. Facility Manager - Rachel Bauer: We have some new fitness equipment. The childcare carpet is in and officially completed.

8. ATTORNEY'S REPORT - None.

9. COMMITTEE REPORTS

- A. Finance Committee - Commissioner Lindbloom: We went over the budget. The revenue is coming in and the expenditures projected this year will be a little more this year because of the pickleball courts and maintenance facility. We still have a healthy reserve.

10. BOARD BUSINESS

- A. Old Business
 - 1. Project Updates - Mike Selep: Pickleball project - D & J Landscaping is ready to go and will start in a few weeks. Maintenance facility - We submitted all plans to the Village SPARC (Site Plan and Architectural Review Committee). They will be conducting a meeting August 7th to have our project reviewed and approved. If approved through SPARC, it will go to full Village Board for approval on September 12.
- B. New Business
 - 1. Administer Oath of Service to Selected Park Board Commissioner (Filling the Remainder of Vacant Position): Mary Louise Knoerzer.

Oath was given by John O'Driscoll, legal counsel and successful executed by Mary Louise Knoerzer.

**Commissioner Mary Louise Knoerzer joined the meeting.*
 - 2. Budget and Appropriation Ordinance 19-1 (In Tentative Form) for Review/Approval
Budget and Appropriation Ordinance 19-1 (In Tentative Form) for Review/Approval.
Provided in tentative form and placed on file for Public Inspection for 30 days prior to formal action. Copy placed in binder.
 - July 23 Adopt in tentative form at regular Board meeting.
 - July 24 Place on file for Public Inspection for 30 days prior to action.
 - Aug.18 Publish Notice of Public Hearing (classified ad in *The Daily Southtown*)
 - Aug.27 Hold Public Hearing and Enact Ordinance
 - Aug.28 File Certified Copy with County Clerk as well as an estimate of revenue (within 30 days of adoption and within the 1st quarter of the new fiscal year)

Motion: Commissioner Lindbloom made a motion to approve the Budget and Appropriation Ordinance 19-1 in tentative form prior to adoption at the August 27th Board meeting; Commissioner Jacobson seconded the motion.

**President Apel: We have a motion and a second. Is there any discussion? None.
Recording Secretary, can we please have a roll call vote?**

Ayes: (5) Lindbloom, Jacobson, Bagdon, Knoerzer, Apel
Nays: (0)
Abstain: (0)
Absent: (2) Ozinga, Gandy

By a vote of 5 to 0 the motion passed.

3. Approval of Resolution 19-4: A Resolution Approving Doc-3 Resolution of Authorization (Whisper Creek Park Development 2019)

Motion: Commissioner Jacobson made a motion to approve Resolution 19-4: A Resolution Approving Doc-3 Resolution of Authorization (Whisper Creek Park Development 2019); Commissioner Lindbloom seconded the motion.

**President Apel: We have a motion and a second. Is there any discussion? None.
Recording Secretary, can we please have a roll call vote?**

Ayes: (5) Jacobson, Lindbloom, Bagdon, Knoerzer, Apel
Nays: (0)
Abstain: (0)
Absent: (2) Ozinga, Gandy

By a vote of 5 to 0 the motion passed.

4. Authorization of Reunification Site Memorandum of Understanding Between the Mokena Community Park District and Mokena Public School District 159

Motion: Commissioner Knoerzer made a motion to approve Authorization of Reunification Site Memorandum of Understanding between the Mokena Community Park District and Mokena Public School District 159 per attorney review; Commissioner Jacobson seconded the motion.

**President Apel: We have a motion and a second. Is there any discussion? None.
Recording Secretary, can we please have a roll call vote?**

Ayes: (5) Knoerzer, Jacobson, Lindbloom, Bagdon, Apel
Nays: (0)
Abstain: (0)
Absent: (2) Ozinga, Gandy

By a vote of 5 to 0 the motion passed.

5. Approval of Bid from Oak Lawn Blacktop in the Amount of \$93,800 to Replace Asphalt Paving of the East (Partial) and West Parking Lots at the Oak's Recreation & Fitness Center

Motion: Commissioner Lindbloom made a motion to approve the vendor with the lowest responsible bid, Oak Lawn Blacktop in the amount of \$93,800, to replace asphalt paving the east (partial) and west parking lots at the Oaks Recreation & Fitness Center; Commissioner Bagdon seconded the motion.

**President Apel: We have a motion and a second. Is there any discussion? None.
Recording Secretary, can we please have a roll call vote?**

**Ayes: (5) Lindbloom, Bagdon, Jacobson, Knoerzer, Apel
Nays: (0)
Abstain: (0)
Absent: (2) Ozinga, Gandy**

By a vote of 5 to 0 the motion passed.

6. Request to Change Date of August Board Workshop Meeting for Park & Facility Tour from August 13 to August 20, 2019

Motion: Commissioner Bagdon made a motion to approve a request to change date of the August Board Workshop Meeting for Park & Facility Tour from August 13 to August 20, 2019; Commissioner Lindbloom seconded the motion.

**President Apel: We have a motion and a second. Is there any discussion? None.
Recording Secretary, can we please have a roll call vote?**

**Ayes: (5) Bagdon, Lindbloom, Jacobson, Knoerzer, Apel
Nays: (0)
Abstain: (0)
Absent: (2) Ozinga, Gandy**

By a vote of 5 to 0 the motion passed.

11. FOR THE BOARD'S INFORMATION

- A. Whisper Creek Park Development OSLAD Grant Public Information Gathering –July 24, 6-7pm at Whisper Creek Park Development, Tent Set up on Palmira Ct.

12. COMMISSIONERS' COMMENTS

Commissioner Lindbloom: Congratulations to Mary Louise.

Commissioner Jacobson: I reviewed the budget. Kudos to the staff for putting it together. The 4th of July, thank you for having me out there. Great job with the float. We have been enjoying movies in the park.

Commissioner Bagdon: Welcome to Mary Louise.

Commissioner Apel: Welcome to Mary Louise. I spoke with the other applicants.

Commissioner Knoerzer: I reviewed the budget. I truly appreciate all the work that goes into that.

13. EXECUTIVE SESSION PURSUANT TO 5 ILCS 120/2 (C) FOR THE PURPOSES OF:

- A. Potential Claims and/or Litigation (11)
- B. Real Property (5-6)
- C. Personnel (1)
- D. Selection of a Person to Fill a Vacancy (3)
- E. Approval or Semi-Annual Review of Closed Meeting Minutes (21)

14. ACTION OF ITEMS DISCUSSED IN EXECUTIVE SESSION (if necessary)

No Executive Session.

15. ADJOURNMENT

Motion: Commissioner Lindbloom made a motion to adjourn (6:42 p.m.); Commissioner Knoerzer seconded the motion.

President Apel: We have a motion and a second. Is there any discussion? None. Recording Secretary, can we please have a roll call vote?

Ayes: (5) Lindbloom, Knoerzer, Jacobson, Bagdon, Apel

Nays: (0)

Abstain: (0)

Absent: (2) Ozinga, Gandy

By a vote of 5 to 0 the motion passed.

Respectfully Submitted,

Carrie Coffelt
Recording Secretary