

**MOKENA COMMUNITY PARK DISTRICT
REGULAR MEETING
THE OAKS RECREATION & FITNESS CENTER
10847 LaPORTE ROAD, MOKENA
6:00 P.M.
JUNE 25, 2019**

1. CALL TO ORDER (6:00 p.m.)

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

PRESENT: *President Jeffrey Apel; Commissioners Mike Gandy, Robert Lindbloom, Dennis Bagdon, Steve Jacobson, Tim Ozinga; Mike Selep, Executive Director; Jim Van Gennep, 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*

4. ADDITIONS, CORRECTIONS OR DELETIONS TO AGENDA - None.

5. COMMUNICATIONS, PRESENTATIONS & DECLARATIONS

A. Public Comments - Andy Ventress: I am concerned that Mokena did not start the pickleball courts at Hecht Park. I was told the project was delayed because of weather. Patty Kasmarski: Thank you for helping make our pride fest a huge success. Mary Beth Windberg: Thank you for your support with respect to the pride fest and making the same a huge success. This event is so important to the community.

6. CONSENT AGENDA

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

- A. Approval of the May 28, 2019 Regular Board Meeting Minutes
- B. Approval of the May 28, 2019 Executive Session Meeting Minutes
- C. Approval of the May 31, 2019 Financial Report
- D. Approval of Payment of Bills Including Travel Reimbursement

The following payments are included in the Board Report.

Vendor	Description	Line Item	Amount
Mid America Tree and Landscape, Inc.	May 19 Turf Mowing	01-51-417	\$5,232.00
		02-51-417	<u>7,848.00</u>
		check total	\$13,130.00
Eco Clean Maintenance, Inc	May 19 Custodial Service Recreation Center	14-51-417	\$1,515.00
		15-53-417	<u>3,535.00</u>
		check total	\$5,050.00
Eco Clean Maintenance, Inc	May 19 Custodial Service Administration, Concession, and Program Center, Splash Pad	01-51-417	\$813.87
		02-51-417	<u>1,220.81</u>
		check total	\$2,034.68
Amber Mechanical Contractors, Inc.	June 19 Service Contract HVAC – Recreation Center	14-51-417	\$577.13
		15-53-417	<u>1,346.62</u>
		check total	\$1,923.75

Tressler, LLP	Legal, May 2019	01-50-451	\$3,556.50
Fifth Third Bank - Master Card	Multi Card Purchase Program Purchases 4/17/19-5/16/19	VARIOUS	\$12,473.15
Design Perspectives, Inc.	Maintenance Center Addition - 16% Start-Up, Sub-Consultant	12-54-494	\$4,500.00
Eternally Green Lawn Care	Various Parks Spring Weed and Feed	01-51-413 02-51-413 check total	\$1,899.60 <u>2,849.40</u> \$4,749.00
Lincolnway Special Rec.	Operating Contribution Capital Contribution FY 2019-2020 1 st Payout	05-50-460 05-50-460 check total	\$51,002.83 <u>6,375.36</u> \$57,378.19
K.C. Mechanical, Inc.	Splash Pad – System Start Up and Repairs	01-51-417 02-51-417 check total	\$1,944.00 <u>2,916.00</u> \$4,860.00
Direct Fitness Solutions	Fitness Center Equipment – 2 Ellipticals, Stairmaster, Virtual Bike	02-53-495	\$18,409.00

Bond principal and interest payments are due June 30, 2019 as noted in the following:

Type	Payable to	Amount	Line Item
\$2,405,000 G.O. Debt Certificates, 2012A Principal and Interest Payment	The Bank of New York Mellon	\$205,000.00	01-50-491
		<u>14,950.00</u>	01-50-491-1
		\$219,950.00	
\$5,825,000. G.O. Bond Interest Payment	Bond Trust Services Corporation	\$94,587.50	10-50-455
\$826,000 G.O. Bond Interest Payment	FNBC Bank & Trust	\$6,209.25	10-50-454

Bond Payments will be wired out/delivered on 6/28/19.

Fiscal Year End Fund Transfers:

Line Item	Amount	To / From	Line Item
Park Development 02-52-494	\$303,410.00	To	Project Fund 12-54-494
Building Development 01-52-493	\$220,000.00	To	Project Fund 12-54-494
Park Development 01-52-494	\$134,118.00	To	Project Fund 12-54-494
Accessibility & Special Acc. 05-50-494	\$176,693.00	To	Project Fund 12-54-494
Paving & Lightings 06-50-465	<u>\$36,719.00</u>	To	Project Fund 12-54-494
Total Transfers	\$870,940.00		

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: (6) Lindbloom, Bagdon, Apel, Gandy, Ozinga, Jacobson

Nays: (0)

Abstain: (0)

Absent: (0)

By a vote of 6 to 0 the motion passed.

7. STAFF REPORTS

- A.** Executive Director - Mike Selep: We will discuss the Burros later in the meeting. Rusy Mitcheff is here to discuss the growth of the Burros. I want to thank all the new Commissioners and Commissioner Lindbloom for attending the IAPD Boot Camp on June 4th. Also thank you to Commissioner Jacobson for helping out with the press release. Next month, I will have more information for you. We met with Don White from District 159 to utilize the Oaks as a facility in the event if there is an emergency situation and the elementary school needs to be evacuated. I provided some plans in the packet for updating the maintenance facility. Our goal is to move forward with the same and present the plans to the Village SPARC Committee. We have some candidates for the vacant position on the Board and will be doing interviews in the executive session today.
- B.** Supt. of Parks/Facilities - Jim Van Gennep: The staff is excited about the drawings for the maintenance facility. Bids went out for the Oaks parking lot repairs for the partial east of all the west lot. The same will be open July 15th. We anticipate to do some landscaping in the dog park after July 4th. Mid- America is back on schedule for the mowing.
- C.** Supt. of Recreation - Mary Beth Windberg: Summer day camp started yesterday. It is a 5-week program. I have over 200 kids from ages 3 to 10 years old. Yesterday, we had to go inside the Oaks because of the weather.
- D.** Supt. of Finance/Human Resources - Patti Parli: The bond payments are due at the end of the month. Year end fund balance transfers are on the agenda later. We are all working on the budget and will be presented to the Board at the next meeting. We will need a finance committee meeting.
- E.** Facility Manager - Rachel Bauer: We finally had a nice day and the splash pad hit capacity every session today. One session had 100 people today.

8. ATTORNEY’S REPORT - Governor signed off on the marijuana bill.

9. COMMITTEE REPORTS - None.

10. BOARD BUSINESS

- A.** Old Business
 - 1. Maintenance Facility Addition Project Update - Mike Selep: We received the report on the soil borings which was really positive. The staff have been working really closely with Robert Juris and making some little adjustments here and there. We spoke to the Village to make sure we maintain the front of the building to make it consistent to what we have now. We are now waiting for the plans to go through the SPARC (Site Plan and Architectural Review Committee) Committee for approval.
 - 2. Pickleball courts update: We received dialog with the company who is putting in the pickleball courts. it is not like it was weather delays here in Mokena but it was because the back up of all their other projects that they were going to start in May. They did not want to start the project and have water build up and not be able to finish the project. It is a 2-month project. Now we are looking at Mid October for the courts to be finished.
- B.** New Business
 - 1. Approval to Transfer \$870,940 to Capital Projects Fund from Selected Funds to Complete Designated Projects - \$354,118 from Corporate fund, \$303,410 from Recreation Fund, \$176,693 from Special Recreation Fund, and \$36,719.00 from Paving & Lighting.

Fiscal Year End Fund Transfers: 18-19

<u>Line Item</u>	<u>Amount</u>	<u>To / From</u>	<u>Line Item</u>
Park Development 02-52-494	\$303,410.00	To	Project Fund 12-54-494
Building Development 01-52-493	\$220,000.00	To	Project Fund 12-54-494
Park Development 01-52-494	\$134,118.00	To	Project Fund 12-54-494
Accessibility & Special Acc. 05-50-494	\$176,693.00	To	Project Fund 12-54-494
Paving & Lighting 06-50-465	\$36,719.00	To	Project Fund 12-54-494
Total Transfers	\$870,940.00		

Motion: Commissioner Lindbloom made a motion to approve Transferring of \$870,940 to Capital Projects Fund from Selected Funds to Complete Designated Projects - \$354,118 from Corporate Fund, \$303,410 from Recreation Fund, \$176,693 from Special Recreation Fund, and \$36,719.00 from Paving and Lighting; Commissioner Bagdon second the motion.

President Apel: We have a motion and a second. Is there any discussion? Commissioner Lindbloom: What projects are these going to specifically? Mike Selep: There are certain projects that we have scheduled this year that may have to be delayed for next year. There were also projects that we had to scale back some and that we did not need to complete which will go towards the maintenance facility. Patti Parli: She summarized in detail what and where funds will be going to. Recording Secretary, can we please have a roll call vote?

**Ayes: (6) Lindbloom, Bagdon, Apel, Gandy, Ozinga, Jacobson
Nays: (0)
Abstain: (0)
Absent: (0)**

By a vote of 6 to 0 the motion passed.

2. Approval of Agreement with Design Perspectives to Provide Professional Design Services for Whisper Creek Park Design Services & OSLAD Grant Writing Assistance in the amount of \$11,000.

Motion: Commissioner Ozinga made a motion to approve an agreement with Design Perspective to provide professional design services for Whisper Creek Park Design Services & OSLAD Grant Writing Assistance in the amount of \$11,000, pending attorney review; Commissioner Bagdon second the motion.

President Apel: We have a motion and a second. Is there any discussion? President Apel: How much is the grant going to be for? Mike Selep: The grant can be up to \$400,000 which is a matching grant. Recording Secretary, can we please have a roll call vote?

**Ayes: (6) Ozinga, Bagdon, Lindbloom, Apel, Gandy, Jacobson
Nays: (0)
Abstain: (0)
Absent: (0)**

By a vote of 6 to 0 the motion passed.

3. Approval of Amended Community/Affiliate Group Agreement Memorandum of Understanding Between the Mokena Community Park District and the Mokena Burros

Motion: Commissioner Jacobson made a motion for approval of Amended Community/Affiliate Group Agreement Memorandum of Understanding between the Mokena Community Park District and the Mokena Burros, pending attorney review; Commissioner Gandy second the motion.

President Apel: We have a motion and a second. Is there any discussion? Commissioner Bagdon: What is the amended agreement all about? Rusy Mitcheff: Explanation of Burros growth and the amended agreement. Commissioner Bagdon: Background checks of all the coaches and assistant coaches? Rusy Mitcheff: We have already done all background checks of all the staff in contact with children.

Recording Secretary, can we please have a roll call vote?

Ayes: (6) Jacobson, Gandy, Lindbloom, Bagdon, Apel, Ozinga
Nays: (0)
Abstain: (0)
Absent: (0)

By a vote of 6 to 0 the motion passed.

11. FOR THE BOARD'S INFORMATION

- A. Unplug Mokena Presentation - Mike Selep: I included the information that Laurel and I had made with the Chamber.
- B. Invitation to LWSRA Candlelight Bowl Fundraiser - Mike Selep: It is this Saturday at 6:30 dinner and 7:00 bowling. If anyone is interested, please let me know. It will be at the Laraway Lanes.

12. COMMISSIONERS' COMMENTS

Commissioner Jacobson - We went to the movies in the park and Harry Potter was awesome. You guys did a great job.

Commissioner Lindbloom - The parks are looking wonderful. Everything really looks nice. Are we doing the parade? Mike - yes.

Commissioner Bagdon - Tomorrow is the Mokena Foundation golf outing.

Commissioner Gandy - I am excited to be part of the board. I attended the concert in the park. Great turnout and a lot of fun. I want to commend Mary Beth and the staff for getting the word out. I am looking forward to working those events.

Commissioner Ozinga - Thankful it is finally feeling like summer. Excited to see the projects starting.

Commissioner Apel - Looking forward to the golf outing. July 4th is the premier event with the parade.

Motion: Commissioner Bagdon made a motion to go into Executive Session for purposes of selection of a person to fill a vacancy (6:51 p.m.); Commissioner Lindbloom second 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: (6) Bagdon, Lindbloom, Apel, Gandy, Ozinga, Jacobson
Nays: (0)
Abstain: (0)
Absent: (0)

By a vote of 6 to 0 the motion passed.

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)

15. ADJOURNMENT

Motion: Commissioner Bagdon made a motion to adjourn (7:26 p.m.); Commissioner Gandy 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: (6) All in favor; Aye
Nays: (0)
Abstain: (0)
Absent: (0)

By a vote of 6 to 0 the motion passed.

Respectfully submitted,

Carrie Coffelt
Recording Secretary