

Wildwood Park District
Board of Commissioners
Minutes of the Regular Meeting
December 14, 2015

Present: Commissioners Ben Richards, Maj Kowalski, Jim Neel, Dan Bundalo, Dan VanErden, Director Maureen Jekot.

President Richards called the Regular Meeting to order at 7:00pm.

The Pledge of Allegiance was recited.

Commissioner VanErden moved, seconded by Commissioner Bundalo to approve the agenda. Roll call, all in favor, motion carried.

Minutes

Commissioner VanErden moved, seconded by Commissioner Bundalo to approve Minutes listed under Consent Agenda; Minutes of the Special Meeting November 16, 2015, Approve but not Release Minutes of the Executive Session November 16, 2015, Minutes of the Public Hearing November 16, 2015, Minutes of the Regular Meeting November 16, 2015, Minutes of the Valley Lake Committee Meeting December 7, 2015.

Financial Reports

Director Jekot reported that one ComEd bill was miscoded. A bill for \$164.00 was charged to Lakes and Beaches and should have been posted to Electric. The corrected posting will reflect next month.

Commissioner VanErden asked if we will collect additional swim fees in this fiscal year and was told that a small amount typically is received in April.

Attorney - No Report

Public Comments - No Comments

Commissioner Comments

Commissioner Kowalski inquired about the request concerning the Board's Code of Ethics. The topic can be reviewed in Committee Meeting while reviewing the Commissioner Manual. In future, questions received from the public during open session will be deferred to the Committee Meeting and answers will then be shared at the Regular Meeting.

Commissioner Neel noted that inexpensive restaurants can be shared among staff and Commissioners to stretch the stipend.

Committee Reports

Strategic Planning – President Richards noted that the district will be looking for additional guidance outside the district to move the process further. Members will seek potential planners to fill this role.

Valley Lake – Commissioner Bundalo reported that the first Committee Meeting took place on Monday, December 7, 2015. The meeting was very encouraging. The group discussed issues effecting Valley Lake. Data was reviewed which points to high levels of salt (chloride) and phosphorus. The size of the lake was questioned and this issue is being further studied. The drain and watershed was discussed. Commissioner Bundalo has requested that the Director arrange a meeting with township

staff to discuss the drain. Research is being conducted on aerators while work is being done to assemble quotes for lakes management. Five companies are being contacted. The grant that was applied for was not received and more work on grants will be done. The committee will meet again in February.

WSRA - Meeting was held earlier today. WSRA is applying for 501c3 status. A recent, first-time fundraiser brought in \$7,000.00. The tax-exempt status should assist in bringing in more donations.

GLCC - No meeting this month

Staff Reports

Director Jekot noted that the soccer group is not utilizing the field this year and may not be utilizing it in the future.

The board reviewed color choices for the new playground at Twin Lakes. The colors are brown, tan and green, however the new color is a much brighter green. All agreed that it was a good combination for the new playground pieces.

Director Jekot noted that the district is moving from Intuit to ADP for payroll services. Numerous challenges were experienced with the Intuit program.

Director Jekot and President Richards attended the Ancel, Glink Breakfast Meeting in Vernon Hills. The main topics included Transgender Issues and Drones.

Anticipated Conference expenses were updated and presented in the board packet. A total of 3 staff and 3 board members will be attending. The rough budget for conference includes \$1440 for hotel accommodations, \$600 for meals, \$545 for travel costs, \$1410 for registration fees and will cost in total approximately \$3995.00 for the 6 attendees.

Director Jekot announced that Wildwood Park District received the PDRMA 3 year Safety Audit Score. An overall score of 97.59% was achieved, which brings the district up to the highest A category. The district will receive an annual award check of \$1500 for each of the next 3 years. In addition, the overall score for the last 6 years exceeded 95% so now the district is an accredited agency member. As a result of accreditation, each full-time staff and commissioner will receive Incentive Wear for achieving this status. Commissioner VanErden noted that this award amount should be earmarked for staff incentives, trainings and awards. The rating was achieved through incentives and work by staff so the money should continue to cover these types of activities, events and programs.

The Holiday Gift Certificate Program is moving forward. At least ten residents have already picked up certificates.

The board noted the number of items completed in the maintenance department. Nick attended the December MIPE meeting and made many park district contacts.

Public Safety Program

Director Jekot reviewed the proposal for a revised Public Safety Program. Director Jekot has an interested individual who is qualified to oversee the program. This individual has extensive police training and a strong background. The board reviewed budget figures, staffing, office needs, uniforms, patches and dates of operation. Continuity in uniforms was mentioned. Jackets and shirts should be the same for all and pants might be individually covered.

Commissioner Bundalo moved, seconded by Commissioner VanErden to approve the Public Safety Program as presented. Roll call, Bundalo aye, VanErden aye, Kowalski aye, Neel aye, Richards aye. All in favor, motion carried.

Board of Commissioners General Practices Manual

Item continued to Committee Meeting in January.

Annual Board Meeting Dates

The board reviewed a schedule of annual Regular Meeting dates and Committee Meeting dates. Some changes were made to accommodate holidays.

Commissioner Kowalski moved, seconded by Commissioner VanErden to adopt the revised Annual Board Meeting Dates. Roll call, all in favor, motion carried.

Annual Audit

Director Jekot noted that the District's net financial position increased as a result of this year's operations. The net position increased by \$2,482 or 0.1 percent.

Commissioner VanErden moved, seconded by Commissioner Neel to adopt the Annual 2014-15 Audit. Roll call, Commissioner Bundalo aye, Commissioner Neel aye, Commissioner Richards aye, Commissioner Kowalski aye, Commissioner VanErden aye. All in favor, motion carried.

Disposal of Property – Sale

Director Jekot explained that the district owns a very old tractor that is not being used. Staff has an interested party who would like to purchase the tractor for \$200. The tractor does not run and needs additional parts to make it operable.

Commissioner Richards moved, seconded by Commissioner Kowalski to sell the tractor for \$200.00. Roll call, Commissioner Bundalo aye, Neel aye, Kowalski aye, VanErden aye, Commissioner Richards aye. All in favor, motion carried.

There being no further business, Commissioner VanErden moved, seconded by Commissioner Kowalski to adjourn the meeting. Roll call, all in favor, motion carried.

The Regular Meeting adjourned at 8:02pm.