

**Minutes of the March 18, 2014 Meeting of the Posen Park District Board of Commissioners**

**Call to Order** Pres. Chmielak called the meeting to order at 7:00pm.

**Roll Call Present:** Karen Gilbert, Jody Chmielak, Mark Murphy and Al Chmielak **Absent:** None

**Pledge of Allegiance** The Pledge of Allegiance was recited.

**Additions or Revisions to the Agenda** Item 8b (Unfinished Business) regarding the quote for the parking lot repair and expansion is on hold until other items are completed.

**Approve Minutes of February 18, 2014** Comm. Chmielak moved to approve the minutes of February 18, 2014 with Executive Session to remain sealed, seconded by Comm. Gilbert. All voted Aye, motion carried.

**Approve February Financial Report & Bills** Pres. Chmielak moved to approve the February financial report and payment of outstanding bills, seconded by Comm. Chmielak. All voted Aye, motion carried.

**Director's Report** Director Whitcomb gave his report (Attached) and answered questions on the items.

**Unfinished Business**

**Long Term Planning:** Pres. Chmielak asked the board members to look over the ADA Plan and prioritize projects so that they can be incorporated into the Long Term Planning list. A discussion ensued about projects already completed, and utilizing portions of the Joint Recreation/Handicapped Fund for pathway/accessibility improvements. Comm. Gilbert commented on not having seen the plan before and asked why it had not been acted on since being completed in November 2012. Pres. Chmielak responded that the plan was completed in order to have the plan on file as the law requires. We do not have to necessarily complete all of the items in the plan, but in fact many have either already been addressed, are continual maintenance items, or had already been incorporated in some form into the Long Term Planning list. This ADA Plan is a guide to reference during the completion of certain projects to ensure that they also meet ADA standards.

**New Business**

**Approval of Posting of Budget Ordinance:** Comm. Murphy moved, seconded by Comm. Chmielak, to approve posting Budget & Appropriation Ordinance 2014-1 for public inspection. All voted Aye, motion carried.

**Appointment of Vice President/3<sup>rd</sup> Account Signer:** Comm. Chmielak moved, seconded by Comm. Gilbert, to appoint Comm. Murphy as Vice President/3<sup>rd</sup> Signer until the May meeting. All voted Aye, motion carried.

**Fiscal Year 2014/15 Meeting Schedule:** After discussion, Comm. Chmielak moved, seconded by Pres. Chmielak, to reschedule the April 15<sup>th</sup> meeting to April 17<sup>th</sup>, and approve a final schedule for fiscal year 2014/15 at the April meeting. All voted Aye, motion carried.

**Public Comments** None.

**Executive Session** Comm. Chmielak moved, seconded by Comm. Murphy, to enter Executive Session at 7:38pm to discuss litigation. All voted Aye.

At 7:45pm, Pres. Chmielak moved, seconded by Comm. Chmielak to exit Executive Session. All voted Aye.

**Board Appointment:** Pres. Chmielak moved, seconded by Comm. Chmielak to appoint Ashley Gulli to fill the vacancy on the Board of Commissioners. Comm. Chmielak, Comm. Murphy, & Pres. Chmielak voted Aye, Comm. Gilbert abstained. Motion carried.

**Adjournment** With no further business to discuss Comm. Chmielak moved to adjourn the meeting, seconded by Comm. Murphy. Voice vote was unanimous and the meeting was adjourned at 7:53pm.

*Jody Chmielak  
4/17/14*

## Report of the Director of Parks & Recreation March 18, 2014 Board Meeting

### Parks

**Com Ed Lease Renewal/Delineation Study** – Contract is executed with Burke Engineering. I am waiting for word on the date for the delineation study. This will not occur until a full snow melt occurs and there is no immediate threat of further snow to disrupt the process.

**ITHA/Therapeutic Park** – I am still waiting for an update on the inquiry by James Glynn of Knight Engineers & Architects regarding the ITHA contact person. I sent Mr. Glynn an email reminder requesting an update on 3/13.

**Memorial Park Sewers** – Contract is executed with Robinson Engineering and they began initial prep work for the topographical portion on 3/13.

**Basketball Courts** – Contract is executed with U.S. Tennis. We are waiting for warmer weather and install date. They need a color decision. One color is the primary color of the court, while the second is the key/paint area and the center circle. Striping is in white.

**Building Lights/Cameras** – The work was completed on 2/19 and payment was remitted the following week. There is a noticeable difference in the nighttime brightness outside the building as well as the quality of the nighttime camera pictures.

**Parking Lot** – On hold until delineation study is completed.

**ADA Transition Plan** – I have enclosed copies of the ADA Transition Plan conducted in November of 2012 for perusal. We will take these items into account moving forward with capital renovations to incorporate accessibility as much as possible into the parks. Some of these items are easier to implement than others and others are ongoing maintenance issues. I will address some of the smaller items independently this year.

### Recreation

**S.W.S.R.A.** – I attended the 2/27 rescheduled meeting. Palos Park may be joining SWSRA, which would return SWSRA to 9 member districts. The next meeting is 3/19.

### Classes & Events

- **Program Schedule** – Met with Mayor Schupek and Sue from the Community Center. They will be charging us to use the space at a rate of \$20 per hour. This cost will either be absorbed or be passed on in registration. I have not made a final determination but the total cost for the dates and times I need to schedule at present is only \$800.00. This will be nonrefundable and an upfront payment as stated by the village. There will be a rental agreement to execute that will be forthcoming.
- **Egg Hunt** – Will take place Saturday April 19<sup>th</sup> promptly at 9:30am. I will either need help from volunteers to scatter the eggs or may schedule staff as some should be hired and start by then.
- **Other Classes** – I am exploring other class options in sports and fitness areas. I have met and/or communicated with 3 individuals about various class opportunities for this summer/fall.

### Administration/Legal

**Park Site 5 /D.N.R.** – I spoke with Mayor Schupek about expediting the passage of the transfer ordinance and IGA with Peter Murphy. To date I have not heard from the attorney and will make another contact attempt.

**2014/15 Budget** – I prepared the budget in ordinance form since there were no questions with the numbers at the last meeting. The Board needs to approve the draft for posting for at least 30 days of public inspection. A public hearing will need to be scheduled prior to the April Board Meeting and advertised in the paper and final approval can take place at the May meeting.

### Correspondence