

**Wildwood Park District
Regular Board Meeting
Monday, July 18, 2016 at 7:00pm**

Minutes

The meeting was called to order at 7:01pm. The Pledge of Allegiance was recited.

I. Roll Call

Present: Commissioners Ben Richards, Dan VanErden, and Jim Neel. Dan Bundalo arrived at 7:04pm

Absent: Commissioner Maj Kowalski

Park District Staff Present: Colleen Broderick, Executive Director and Julie Pluta, Recreation Supervisor

Others Present: Justin Shamberg, Brian Fredricksen, Mark Hansen, Cathy Clark

II. Public Comment

Mark Hansen – concerns with Sunset Park. Resident letting others use their boat ramp key. Police are present and doing a good job but not always there. People making copies of park shelter parking slips. Need more security at parks.

Director Broderick introduced Julie Pluta, the new Recreation Supervisor. Julie is a graduate of the University of Illinois. She has been doing a great job so far and we are lucky to have Julie working at the Park District. Commissioners welcomed Julie Pluta.

Cathy Clark – had questions regarding the course on Gages Lake. Commissioner VanErden stated people who put course in Lake came to GLCC and the GLCC stated they do not govern the water. It appears that no one governs the top of the water. It was suggested to put the course in the center of the Lake to keep the boating lanes open. Residents decided the course is in a great location on the Lake. Commissioner VanErden informed the residents that the Park District does have responsibility for two of the boat ramps. Resident suggested the whole parks get fenced so outsiders can't use. There is an issue of public access.

III. Approval of Consent Agenda

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

IV. Approval of Minutes

Commissioner VanErden moved, seconded by Commissioner Bundalo to approve the Minutes of the June 20 Regular Board Meeting and the June 20 Executive Session Meeting. Roll call, all in favor, motion carried. Commissioner Neel will work on putting together the minutes from the April 18, May 9 and May 16 meetings.

V. Financial Report

Commissioner VanErden stated that Commissioner Bundalo will be taking over as the Treasurer. Commissioner Bundalo will sign the checks first and the Director will be the second signature on the checks. Commissioner VanErden stated the new accounts have been opened at First Merit Bank, checks have been ordered and the deposit stamp received. We are waiting for final checks to clear at the Credit Union account and when everything has cleared the two accounts at the Credit Union will be closed with the remaining amounts transferred to First Merit. The Director is in the process of also closing the Illinois Funds accounts.

VI. WSRA Report

Director reported a special meeting was held in July to approve the Bylaws of the Friends of the Warren Special Recreation Association and the Friends of the Warren Special Recreation Association Conflict of Interest Policy. These two documents were completed to get their 501c3 status.

VII. Committee Reports

A. GLCC: Commissioner VanErden stated that no meeting was held this month. Weed treatment was very successful and helped with the algae problem. Good fish are coming out of the lake. DNR will shock to remove additional carp. When DNR comes out is based on their availability.

B. Valley Lake: Commissioner Bundalo reported the next meeting will be August 1. DNR came out and said the fish are healthy. Overall the health of the lake is good. Commissioner VanErden said that maybe a company should be contracted to dig out the holding pools.

VIII. Staff Reports

A. Director: The Auditor will attend the August 8 Committee Meeting to meet the Board and answer any questions.

Discussion regarding National Night Out was held. Commissioner VanErden will not be available. Commissioners Richards and Bundalo are available. Commissioner Neel will check his availability and let the Director know. Commissioner Bundalo will start at Pebble Beach.

Four quotes were provided for inventory tags. Commissioner VanErden asked Commissioner Bundalo what the direction of the inventory program needs to be. Commissioner Bundalo stated he has been able to find some of the items on the list. The Director recommended that a spreadsheet of information of the Park District's inventory be kept but that only technology equipment (computers, printers) is labeled. Labels can be made in house because we will need fewer since we are not labeling all equipment. The Board decided inventory tags were not needed. It was suggested to take photos of items and to keep the inventory list in the safe. The Board decided that old staff shirts and boots can be disposed of. Commissioner Bundalo stated he was satisfied with the items he has seen and he considers this issue closed.

B. Recreation: Day Camp is underway. Camp field trip to bowling alley was held and went well. Movie in the Park will be rescheduled for Thursday, August 11 due to the

rain out on July 15. We are still looking for a new Preschool teacher and will be conducting interviews next week. Working on programs for the fall brochure. Fishing has started and is going well. We will be meeting with fitness instructors to see how we can change the program to offer new programs and improve the structure to cover costs.

C. Maintenance: no additional information.

IX. Unfinished Business

A. Eagle Scout Project: Justin, the Eagle Scout, present his survey of Day Camp children regarding the Gaga Ball Pit and most children do like to play the game. Director Broderick informed the Board that the Gurnee Park District was contacted regarding maintenance of the ball pit. Gurnee Park District informed us that they had installed Astroturf on the inside of the pit due to the dirt/mud that was created from people using the pit. Commissioner Bundalo moved, seconded by Commissioner VanErden to approve the Eagle Scout project of the Gaga Ball pit and to install at Rule Park. Roll call, all in favor, motion carried.

Michael Frye, Eagle Scout, contacted the Park District regarding starting his Eagle Scout project. He had proposed to install recycling bins for fishing line and received approval from the Board in 2014. He would like to start the project now. The Board confirmed the project was approved with the stipulation that he needs to maintain the recycling bins for one year. He will empty the bins and report on how much waste is collected from each container. He can install at Pebble Beach, Rule, Willow Point and Sunset.

B. Park Patrol: Still receiving some complaints regarding people using boat ramp that do not have keys and parking without stickers. Commissioner VanErden stated that he would like to see park patrol at each of the boat launches at Sunset and Pebble Beach parks. It was decided to hire park patrol to monitor the boat launches on Saturday and Sunday from 9:00am to 3:00pm.

C. Watershed Plan Resolution: Commissioner VanErden is fine with approving the resolution since they are not asking for any financial commitment from the Park District. Commissioner VanErden moved, seconded by Commissioner Bundalo to adopt the Watershed Plan resolution. Roll call, all in favor, motion carried.

D. Parking Information: Commissioner VanErden stated the challenge is to have people get their stickers. He suggested that perhaps people could purchase on-line and their stickers are mailed to them for \$5.00 but if they come in the office they can get the sticker for free. The sticker will still be good for two years. It was decided to put on the September Agenda.

E. Yingling Grant: We have been informed that the grant is looking for something that would fall within the area of place making (i.e. dog park, little library, art piece). The grant would only be for \$1500 for an existing park or \$3000 for a new park. Commissioner Richards suggested that a sign with the history of the Park District on

it be placed at Boulder Park. The Director and Recreation Supervisor will work with the people administering the grant to propose a viable solution.

X. New Business

A. Adopt Prevailing Wage Ordinance: Commissioner VanErden motioned, seconded by Commissioner Bundalo to adopt the Prevailing Wage Ordinance. Roll call, all in favor, motion carried.

B. Adopt Budget & Appropriation Ordinance: Commissioner Bundalo motioned, seconded by Commissioner Neel to adopt the Budget and Appropriation Ordinance. Roll call, all in favor, motion carried

XI. Executive Session: Commissioner VanErden motioned, seconded by Commissioner Neel to move the Regular Board Meeting into Executive Session for the purpose to discuss staff issues at 8:47pm.

The Board returned from Executive Session to the Regular Board Meeting at 9:25pm.

XII. Adjournment: Commissioner Neel motioned, second by Commissioner Bundalo to adjourn the Regular Board Meeting at 9:25pm.


Secretary
Board of Park Commissioners

August 15, 2016
Date


President
Board of Park Commissioners

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Date