

MINUTES FOR THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF THE BLUE ISLAND PARK DISTRICT HELD ON SEPTEMBER 19, 2017
AT 7:00PM AT THE MEMORIAL PARK FIELD HOUSE

Call to order: 7:00pm Page 1 of 2

Pledge of Allegiance: Led by Commissioner Franchetti

Commissioners Present: Theodore Ruthenberg, Raeann Zylman, William Ochoa and Vince Franchetti

Commissioners Absent: Bradley St. Leger

Staff: Executive Director Thomas Wogan, Director of Operations Octavio Carbajal, Attorney for Park District Michael Hayes, Interim Supervisor of Maintenance Ken Bereta and Minutes Secretary Karen Zielinski

Public Comments: None

** Public comments are welcome. As a courtesy to other visitors with comments, each visitor shall be permitted up to two (2) minutes for his or her comments*

Additions or Revisions to the agenda: Change in authorized signatures for all bank accounts to reflect new board positions.

1. **Action:** Change in authorized signatures for all bank accounts to reflect new board positions. Official change of signatures with our bank to reflect the new board positions and to add Commissioner Franchetti to all bank accounts. Motion was made by Commissioner Zylman and seconded by Commissioner Ochoa Roll call. All aye

AGENDA: Motion to approve consent agenda A through E was made by Commissioner Zylman seconded by Commissioner Ochoa. On the question: None. Roll call: Commissioner Zylman, Ochoa, St. Leger, Ruthenberg and Franchetti. All ayes, motion carries.

2. Consent Agenda:

- a. CONSENT - Approval of Minutes of the Regular Board Meeting August 15, 2017
 - b. CONSENT - Approval of Minutes of the Executive Session Minutes August 15, 2017
 - c. CONSENT - Approval of Minutes of the Special Meeting August 29, 2017
 - d. CONSENT - Approval of Minutes of the Payroll ending July 22, 2017 in the amount of \$52,589.53, payroll ending August 5, 2017 in the amount of \$50,927.57, payroll ending August 19, 2017 in the amount of \$34,116.84 and payroll ending September 2, 2017 in the amount of \$27,735.79.
 - e. CONSENT - Approval of Account Payables in the amount of \$158,243.96.
2. **Discussion** - 2017 Audit and Audit contract for 2018-2021. Audit went well over all. Recommendations were made which the Park District will implement in the future. Contract is up and a decision to continue with Knutte and Associates or put out to bid for other companies. Director Wogan explained that the Park District has a relationship with this company, they specialize in park districts. Director Wogan was very happy with the audit team. Place on agenda for next Regular meeting.
 3. **Discussion** - Update on Kiddie Korral project, October 14, 2017. Employees and Commissioners have visited this park in the last couple of weeks and have given input for improvements. Items to be addressed are:
 - a. Soccer field with permanent frames, new sod would estimated at \$7,200.
 - b. Wood bridges in bad shape, steel bridges will be more durable, can be done in house.
 - c. Mulch \$25 cubic yard, estimated 25 yards would be needed.
 - d. Metal storage bin estimated at \$300. Ramp will also be replaced.
 - e. New garbage bins, Commissioners where given 4 examples to choose from, two would be required. Commissioners are in favor with the Global brand. Commissioner Ochoa suggested purchasing same cans for all parks to stay uniform

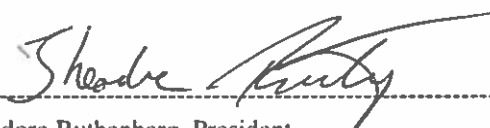
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- f. Chalk board, decision to replace or repaint.
 - g. \$5,000 will be received from Blue Cross/Blue Shield, Park could match this out of Capital Projects and increase budget to \$10,000, so far cost estimated at \$8,600.
 - h. Director Wogan will collect estimates for rejuvenating Memorial Park field. This project will depend on the Splash Pad repairs.
 - i. Need food sponsors for volunteers and staff day.
4. **Discussion** – Update on Perillo Park Rebuild – Conference call every Thursday at 4:00pm. Committees will consist of one Commissioner and one staff member. There are two preparation dates and a build day. Build day to start at 6:30am, all staff required to be on hand. Three designs models to select from. Current equipment can be relocated to other parks where needed. Consult area residents and friends for feed back as well as placing on social media for public voting.
- a. Play Committee - Commissioner Zylman with Karina Mejia
 - b. Food Committee – Commissioner Ochoa and Luiz Montoya
 - c. Recruitment – Commissioner Franchetti and Joshua Edwards
 - d. Construction – Commissioners Ruthenberg and St. Leger
 - e. Fund Raising – Director Wogan
 - f. PR – William Cazares
 - g. Logistics – Octavio Carbajal
5. **Discussion** – Update on BBQ on the Hill. Questions regarding final schedule and lay layout. Field to be used due to space reasons to allow fest to grow.
- a. Tents to be delivered tomorrow, pick up on Sunday by 9:30am
 - b. Golf carts at top of hill and garage for transportation of elderly/ADA
 - c. Contestants will be located at the top of the hill.
 - d. Stadium access to field only, secondary ticket booth next to beer tent.
 - e. Port-o-pots in front of stadium at bottom of the hill
 - f. Communication with City, good with police, parking signs.
 - g. Concerns about public having to walk up and down the hill for tickets and ribs. Second ticket booth will be available at bottom of hill.
- Commissioner Ochoa inquired about employee compensation. More information needs to be gathered as to Compensation time vs time and a half and effects on the budget.
6. **Directors Report:**
- a. Fall catalog is out, has been sent to schools, saving cost of mailing.
 - b. Eisenhower is requesting a \$250 donation to their instrument funds.
 - c. Still looking for additional people for Maintenance Department.

Motion to adjourn the Regular meeting was mad by Commissioner Franchetti and seconded by Commissioner Zylman. All aye, motion carried. Meeting adjourned.

Approved



Theodore Ruthenberg, President
Blue Island Park District



Date