



**FOX VALLEY PARK DISTRICT
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING MINUTES
May 4, 2015
Cole Center
101 W. Illinois Avenue, Aurora
6:00 p.m.**

1.0 CALL MEETING TO ORDER

President Vaughan called the meeting to order at 6:20 p.m.

2.0 PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

3.0 ROLL CALL

The following members of the Board of Trustees were present: Alex Alexandrou, Theodia Gillespie, Cynthia Penne and Bob Vaughan. Excused: Rachel Ossyra. A quorum was present. Also present: Executive Director Nancy McCaul, Attorney Gerald Hodge and administrative staff.

4.0 ADDENDA TO THE AGENDA – None presented.

5.0 APPROVAL OF MEETING MINUTES

Alex Alexandrou motioned, Theodia Gillespie seconded and the board unanimously approved the COW meeting minutes of 04/06/15. Roll call – voting Aye: Alex Alexandrou, Theodia Gillespie, Cynthia Penne, Bob Vaughan; voting Nay: none. Motion carried.

6.0 ATTORNEY BUSINESS

6.1 Registration Software Selection

Attorney Hodge informed the board there are two vendors being considered; no board action will be taken until June. The district is checking references and scheduling site visits. Alex Alexandrou asked what the preliminary cost is. Diana Erickson said ongoing costs are between \$330,000 - \$355,000 for year one; and \$210,000 - \$234,000 for year two. The costs include credit card processing and maintenance.

6.2 Leases for 712 S. River Street

Attorney Hodge told the board tenant leases have been updated to account for cost recovery; the district will incur 1/3 of costs and tenants will incur 2/3 of costs for any big, unexpected expenses.

6.3 Trustee Rules of Order, Policies and Operational Procedures

Attorney Hodge advised the board that updates were to address the structure of the Committee of the Whole and define the function of the Committee of the Whole as advisory. Director McCaul asked the board to think about what the procedure should be to cancel a Committee of the Whole meeting; can it be cancelled without a quorum? Without a quorum, the Committee of the Whole can still meet to simply have a discussion.

6.4 ATC Cell Tower agreement

Attorney Hodge told the board the proposed contract included an increase on the monthly license fee; \$2,000/month base fee plus \$350/month for each locator. It also includes a 3 percent increase over five years. The contract is for a five year term.

7.0 CONTINUED BUSINESS – None presented.

8.0 NEW BUSINESS/ACTION ITEMS

9.0 NEW BUSINESS/DISCUSSION ITEMS

9.1 Review of May 11, 2015 Public Hearing Agenda and Regular Board Meeting Agenda

Director McCaul presented agenda items for the Public Hearing and Regular Board Meeting. The appointment to the Aquatic Administrative Board will be moved to the June meeting.

Diana Erickson advised the board that Gary helped the district with phase one of the registration software selection; she would like his services for phase two. His fee is \$38,000.

Diana Erickson informed the board that HUB recommends switching third party administrators (TPA).

Mike Erickson briefed the board that there were four total bids for the Natural Area Maintenance; two bids were not viable. The remaining bids were from V3 and HLR.

Mike Erickson recommended the purchase of a Toro mower; the current mower is at the end of its life span.

9.2 Widening of Route 30 in Montgomery

Jeff Palmquist told the board the widening and improvements will include a signal at the intersection of Route 30 and Griffin to assist pedestrians in crossing the road. IDOT is asking for 11-15 feet of additional right-of-way.

9.3 Wilbert Walters Park Splash Pad

Jeff Palmquist advised the board the renovations include adding a splash pad comparable to Eola with four sprayers.

9.4 Orchard Valley Golf Course Operations Update

Laurie Hoffman updated the board she has been working with Billy Casper on improving the operations at the Orchard Valley Golf Course. She provided a handout of an analysis on the greens. Billy Casper is re-sodding the practice greens. She and Director McCaul will do a drive-through on Thursday to check on the progress. She reported the restaurant seems to be improving and advised Billy Casper to implement comment cards. Alex Alexandrou said he is receiving mixed reviews; some good, some bad.

9.5 VAC Program Space

Laurie Hoffman advised the board that tenant ATI has a 5-year lease with auto-renewal contingent upon a 120-day notice. ATI did not give adequate 120-day notice. Currently the space they occupy is 2725 square feet. The district would like to move them to a different space so that the district may utilize the current space.

9.6 Preschool Program

Laurie Hoffman updated the board on School District 129's interest in renting rooms through the park district. Originally the interest was in renting four rooms; now possibly only two. They may not receive the grant money.

9.7 Trustee comments and questions

President Vaughan said he received a flier for a retirement seminar from the park district. Laurie Hoffman said it is actually a contracted program regarding topics for seniors. The contractor has been informed they are not to use the park district name and logo in promoting the event. Bob Vaughan said the mailing has the park district name and logo on it. Laurie Hoffman said it is not approved and she will follow up with the contractor regarding this.

President Vaughan said he was contacted by AID regarding access to the therapy pool at the VAC. They feel like they are being denied access. He feels they need to be a priority in regards to access. Laurie Hoffman said there is a big demand for space and time. She has spoken to Special Rec and through discussions she was under the impression that they were happy. She has given them 80 percent of what they wanted. Bob Vaughan felt that maybe the time of day is problematic.

10.0 CLOSED SESSION

The board determined there was no reason to enter into closed session.

11.0 RETURN TO OPEN SESSION

12.0 ADJOURNMENT

Theodia Gillespie motioned, Cynthia Penne seconded and the board unanimously approved by voice vote to

adjourn the Committee of the Whole meeting at 7:15 p.m.

Respectfully Submitted By,

Arlene Kallien

Assistant Board Secretary/Recorder