



**FOX VALLEY PARK DISTRICT
BOARD OF TRUSTEES
OPEN SESSION MEETING MINUTES
January 11, 2016
Prisco Community Center
150 W. Illinois Avenue, Aurora
6:00 p.m.**

1.0 CALL MEETING TO ORDER

President Vaughan called the meeting to order at 6:00 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, Chuck Anderson, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan and Denny Wiggins. A quorum was present. Also present: Executive Director Jim Pilmer, Attorney Gerald Hodge, administrative staff and guests.

4.0 ADDENDA TO THE AGENDA – None presented.

5.0 CONSENT AGENDA

Alex Alexandrou motioned, Cynthia Penne seconded and the board unanimously approved the consent agenda items. Roll call – voting Aye: Alex Alexandrou, Chuck Anderson, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan and Denny Wiggins; voting Nay: none. Motion carried.

5.1 Approve the following Open Session meeting minutes.

- 12/11/15
- 12/14/15

5.2 Approve payables 12/31/15 in the amount of \$1,152,477.67.

5.3 Approve statement of estimated revenues and expenses for period ending 11/30/15.

5.4 Approve Executive Director, Department Heads and other reports.

5.5 Capital projects permitting fees and charges, cost summaries and project bid schedule report.

6.0 PRESENTATIONS AND SPECIAL RECOGNITION - None presented.

7.0 PUBLIC COMMENT – None presented.

8.0 ATTORNEY BUSINESS – None presented.

9.0 EXECUTIVE DIRECTOR BUSINESS

9.1 Executive Director's Report

Executive Director Jim Pilmer recognized park district employees for service awards received at the Winter All-Staff meeting.

He updated the board regarding Riddle Highlands. On Dec. 18, he met with Bob Vaughan, Theodia Gillespie, and Jeff Palmquist to follow up on park concepts. The park district recommended the group of residents work with the City of Aurora on acquisition of the proposed property. They told the residents it would take the park district 5-6 months to put the park in once they secure acquisition of the land.

He gave the board handouts with information regarding the park district's corporate partnership program developed by Sponsorship and Development Manager Cathy Schwieger.

He informed the board that he would like to have a comprehensive open meeting, in the format of a retreat, regarding the following topics:

- 5-year financial plan outlining how long the district can sustain the current practice of a flat tax levy.
- 5-year capital plan
- Orchard Valley Golf Course enhancement plan presented by Martin Design
- Detailed comprehensive plan for indoor and outdoor aquatics

Executive Director Pilmer applauded Kyle Donahue for his work in the community theatre. He said he was very impressed with the production of Mary Poppins and proud to be a staff member in attendance. Rachel Ossyra added that she attended the performance with five friends and all were impressed with the performance and diversity of the performers; the production was very enjoyable.

10.0 CONTINUED BUSINESS – None presented.

11.0 NEW BUSINESS

11.1 Approval to declare the miscellaneous items for sale as described on the auction bid form as surplus

Jeff Palmquist reported to the board that the surplus sale is an annual routine action item; Parks, Recreation and Finance identify inventory to be declared surplus. Staff worked with Sandie Gilmer and her curator to identify items that are duplicates and/or have no value. Alex Alexandrou asked how these items will be advertised. Jeff replied they will be advertised in the newspaper, on the district website, as well as contacting people who have bid on similar items in the past. Bob Vaughan asked how much inventory will be left in the carriage house after the sale; Sandie Gilmer said quite a few – roughly 30. Alex Alexandrou motioned, Rachel Ossyra seconded and the board unanimously approved declaring the miscellaneous items for sale as described on the auction bid form as surplus. Roll call – voting Aye: Alex Alexandrou, Chuck Anderson, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan and Denny Wiggins; voting Nay: none. Motion carried.

11.2 Approve the bid submitted by O'Malley Welding for the fabrication and installation of the stairway railing at the Eola Community Center in the amount of \$68,827.00.

Jeff Palmquist reported to the board that the first time this project was bid on in the fall led to the sole bid being withdrawn as the contractor more thoroughly reviewed the project with staff. Additional detail was provided with this bid package, making it more thorough. Very accurate bids were submitted this time. Staff is very comfortable with the bid from O'Malley who has done very good craftsmanship for the district. Denny Wiggins motioned, Cynthia Penne seconded and the board unanimously approved the bid submitted by O'Malley Welding for the fabrication and installation of the stairway railing at the Eola Community Center in the amount of \$68,827.00. Roll call – voting Aye: Alex Alexandrou, Chuck Anderson, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan and Denny Wiggins; voting Nay: none. Motion carried.

11.3 Approve the privacy policy to be posted on the park district website

Diana Erickson said that last month the board approved entering into contract negotiations with Old Second on merchant card services. Old Second is in the process of conducting a security audit on the park district. Their audit requires a security policy be posted on the district website. While the district has always made it a practice not to sell or release any patron information, there has never been a formalized policy. The proposed policy includes credit card security as well as the security of the online applicants. Alex Alexandrou motioned, Rachel Ossyra seconded and the board unanimously approved the privacy policy to be posted on the park district website. Roll call – voting Aye: Alex Alexandrou, Chuck Anderson, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan and Denny Wiggins; voting Nay: none. Motion carried.

11.4 Approve the appointments of Cynthia Penne and Denny Wiggins to the Fox Valley Special Recreation Association board for two-year terms.

President Vaughan asked Cynthia Penne and Denny Wiggins if they are willing to serve on the Fox Valley Special Recreation Association board. They replied yes. Rachel Ossyra motioned, Chuck Anderson seconded and the board unanimously approved the appointments of Cynthia Penne and Denny Wiggins to the Fox Valley Special Recreation Association board for two-year terms. Roll call – voting Aye: Alex Alexandrou, Chuck Anderson, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan and Denny Wiggins; voting Nay: none. Motion carried.

12.0 CLOSED SESSION

Alex Alexandrou motioned, Denny Wiggins seconded and the board unanimously approved concluding the open session at 6:20 p.m. and moving into closed session for the reasons stated on the agenda. Roll call – voting Aye: Alex Alexandrou, Chuck Anderson, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan and Denny Wiggins; voting Nay: none. Motion carried.

13.0 RETURN TO OPEN SESSION

Denny Wiggins motioned, Alex Alexandrou seconded and the board unanimously approved by voice vote to return to open session at 7:00 p.m.

13.1 Approve the following Closed Session Minutes:

- 12/11/15
- 12/14/15

Theodia Gillespie motioned, Alex Alexandrou seconded and the board unanimously approved by voice vote the Closed Session Minutes from December 11, 2015, and December 14, 2015

14.0 ADJOURNMENT

Alex Alexandrou motioned, Denny Wiggins seconded, and the board unanimously approved by voice vote to adjourn at 7:05 p.m.

Respectfully Submitted By,

*Arlene Kallien
Assistant Board Secretary/Recorder*