



**BOARD OF TRUSTEES
OPEN SESSION MEETING MINUTES
March 9, 2015
Prisco Community Center
150 W. Illinois Avenue, Aurora
6:00 p.m.**

1.0 CALL MEETING TO ORDER

President Bunce 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, Gloria Bunce, Carl Franco, Theodia Gillespie, Rachel Ossyra, Cynthia Penne and Bob Vaughan. A quorum was present. Also present: Executive Director Nancy McCaul, Attorney Gerald Hodge, administrative staff and guests.

4.0 ADDENDA TO THE AGENDA

Theodia Gillespie commented on agenda item 11.7, Discussion on options for employee health insurance; she would like there to be a larger discussion in a Committee of the Whole meeting; she feels the board needs more information. Bob Vaughan agreed and asked if all options are medically underwritten. Diana Erickson responded that option 1 is not medically underwritten. Rachel Ossyra suggested the board have a discussion at both this evening's open session meeting and the Committee of the Whole. Theodia Gillespie motioned, Bob Vaughan seconded and the board approved the motion to move the discussion on options for employee health insurance to the next Committee of the Whole meeting. Roll call – voting Aye: Alex Alexandrou, Gloria Bunce, Carl Franco, Theodia Gillespie, Cynthia Penne, Bob Vaughan; voting Nay: Rachel Ossyra. Motion carried.

5.0 CONSENT AGENDA

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

5.1 Approve the following meeting minutes:

- Open Session meeting minutes of 02/09/15
- Special Meeting and Budget Workshop Minutes of 02/28/15

5.2 Approve payables 02/28/15 in the amount of \$928,690.82.

5.3 Approve statement of estimated revenues and expenses for period ending 01/31/15.

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 Presentation of the fiscal year 2015-16 proposed Annual Budget.

Director McCaul talked about the recent Budget Workshop and the board's direction to staff to make cuts. She gave the board handouts of the proposed cuts. Key items removed from the budget include: two ballfield renovations, two basketball court renovations, the Vaughan Athletic Center parking lot repairs, and patio renovations/repairs at Red Oak Nature Center. Revenues were slightly over \$39 million. Staff made reductions of about \$1.5 million; the target is to be at a maximum loss of \$672,000. Reductions include: fitness center equipment at the Prisco Fitness Center; garage repairs at Red Oak Nature Center; and a new HVAC system at the Vaughan Athletic Center. Alex Alexandrou asked about the \$450,000 listed for the HVAC system; is that a ballpark figure or the actual cost? Director McCaul said the district is being safe by budgeting for the \$450,000. Rachel Ossyra asked if the district can manage a \$672,000 deficit; Director McCaul said yes, they could spend to a loss of \$663,000 but we are really deferring a lot of maintenance and repair projects. Bob Vaughan commented regarding the HVAC; if the district doesn't have to spend \$450,000, it would bring the budget closer to the \$0.00. Theodia Gillespie asked if the joint tennis court project with the school district is advantageous; Director McCaul said yes, adding that the agreement was already signed substantively. Alex Alexandrou wished to reiterate that the board continued to be apprised of the situation with the HVAC at the Vaughan Athletic Center and advised strong consideration to get the budget to an even \$0.00 in light of the state's economic climate.

Mike Erickson explained in simple terms that there is something wrong with the HVAC; at the very least, repairs need to be made. The pieces inside have rusted and the company who supplied the system will come out and give a list of parts needed for repairs. District wide, HVAC systems are on a 10-year replacement schedule and the HVAC system at the Vaughan Athletic Center is nearing the end of its life span.

Theodia Gillespie added to the discussion on the tennis courts agreement with the school district; the park district has its own facilities and does not need the agreement with the school district. Carl Franco commented that it was already agreed – quality over quantity – fewer parks but well maintained. He asked Mike Erickson if there will be at least some cost for the HVAC system at the Vaughan Athletic Center; Mike replied yes.

President Bunce thanked staff for all of their hard work and efforts to balance the budget.

9.2 Authorize the Director of Finance and Administration to prepare the Budget and Appropriation Ordinance for the 2015-16 proposed annual budget to be placed on display for 30 days beginning no later than April 10, 2015.

Bob Vaughan motioned, Cynthia Penne seconded and the board unanimously approved to authorize the Director of Finance and Administration to prepare the Budget and Appropriation Ordinance for the 2015-16 proposed annual budget to be placed on display for 30 days beginning no later than April 10, 2015. Roll call – voting Aye: Alex Alexandrou, Gloria Bunce, Carl Franco, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan; voting Nay: none. Motion carried.

10.0 CONTINUED BUSINESS

Director McCaul advised the board that the fireworks display will be on July 3 this year; the parade will still take place on July 4. She also introduced Cathy Schwieger to the board as the new Sponsorship and Development Manager, a new position; Cathy will be in charge of securing sponsors for the park foundation's Golf for Kids benefit and all other foundation fundraising, in addition to securing sponsorships for the park district.

11.0 NEW BUSINESS

11.1 Approve the athletic field concession bids for the Stuart Sports Complex and authorize staff to enter into agreements for sites #1-3 with Maria Vazquez/Helados Amelia in the total amount of \$11,600 for the 2015 season.

Laurie Hoffman reported every year the district has mobile sites concession bidding; this year they received one bid for the Stuart Sports Complex. Bob Vaughan motioned, Rachel Ossyra seconded and the board unanimously approved the athletic field concession bids for the Stuart Sports Complex and authorized staff to enter into agreements for sites #1-3 with Maria Vazquez/Helados Amelia in the total amount of \$11,600 for the 2015 season. Roll call – voting Aye: Alex Alexandrou, Gloria Bunce, Carl Franco, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan; voting Nay: none. Motion carried.

11.2 Approve an ordinance for the acquisition of a 0.75 acre property at 1551 Reckinger Road in the amount of \$135,000 as part of the 2008 Open Space, Park and Recreation Investment Plan.

Jeff Palmquist reported that the district was finally able to pull an agreement together; today is the final step. Cynthia Penne motioned, Rachel Ossyra seconded and the board unanimously approved an ordinance for the acquisition of a 0.75 acre property at 1551 Reckinger Road in the amount of \$135,000 as part of the 2008 Open Space, Park and Recreation Investment Plan. Roll call – voting Aye: Alex Alexandrou, Gloria Bunce, Carl Franco, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan; voting Nay: none. Motion carried.

11.3 Award the base bid in the amount of \$263,858.55 from Fuerte Systems, Inc. for the construction of the Austin Park playground improvements.

Jeff Palmquist referenced the concept review presented to the board in January 2015; the numbers are favorable and substantially below budget. Cynthia Penne motioned, Theodia Gillespie seconded and the board unanimously approved awarding the base bid in the amount of \$263,858.55 from Fuerte Systems, Inc. for the construction of the Austin Park playground improvements. Roll call – voting Aye: Alex Alexandrou, Gloria Bunce, Carl Franco, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan; voting Nay: none. Motion carried.

11.4 Reject the bids for the construction of monument signs at the Stuart Sports Complex.

Jeff Palmquist informed the board that major mistakes were made by prospective contractors in the bidding process, therefore the district is asking for re-bids. Alex Alexandrou motioned, Rachel Ossyra seconded and the board unanimously agreed to reject the bids for the construction of monument signs at the Stuart Sports Complex. Roll call – voting Aye: Alex Alexandrou, Gloria Bunce, Carl Franco, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan; voting Nay: none. Motion carried.

11.5 Approve the supply of bulk fertilizer, herbicide and seed bid from Conserv FS in the amount of \$47,891 for bulk fertilizer, John Deere Landscapes in the amount of \$7,253.76 for broadleaf herbicide, Conserv FS and Martenson Seed in the amount of \$1,550 for total kill herbicide, Martenson Seed in the amount of \$10,200 for pre-emergent herbicide and National Seed as a price per pound for Premier, Recreation, Park Seed Mix and Perennial Seed Mix.

Mike Erickson reported that the district has had success with all of the above listed vendors. Rachel Ossyra motioned, Bob Vaughan seconded and the board unanimously approved the supply of bulk fertilizer, herbicide and seed bid from Conserv FS in the amount of \$47,891 for bulk fertilizer, John Deere Landscapes in the amount of \$7,253.76 for broadleaf herbicide, Conserv FS and Martenson Seed in the amount of \$1,550 for total kill herbicide, Martenson Seed in the amount of \$10,200 for pre-emergent herbicide and National Seed as a price per pound for Premier, Recreation, Park Seed Mix and Perennial Seed Mix.

Roll call – voting Aye: Alex Alexandrou, Gloria Bunce, Carl Franco, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan; voting Nay: none. Motion carried.

11.6 Approve the revised Purchasing Policy

Diana Erickson advised the board that auditors recommended slight modifications to the Emergency Purchases section of the Purchasing Policy. A definition was made for sole source purchases and

emergency purchase exceptions were made clearer; this should satisfy the auditors. Alex Alexandrou said he feels more comfortable if the sole source providers are required to fill out affidavits and attest to the truth of their statements. Rachel Ossyra agreed and stated there needs to be an effort for verification of the justification. Diana Erickson responded there is an approval and justification system within Munis, our financial software system. Bob Vaughan asked staff to review the policy to see how we could rotate work for trades' jobs that are less than a certain dollar amount. Staff requested a few months to do that and needs to get past fiscal year-end April 30. Rachel Ossyra motioned, Cynthia Penne seconded and the board unanimously agreed to approve the revised Purchasing Policy. Roll call – voting Aye: Alex Alexandrou, Gloria Bunce, Carl Franco, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan; voting Nay: none. Motion carried.

11.7 Discussion on options for employee health insurance

Discussion moved to the next Committee of the Whole meeting on April 6, 2015.

12.0 CORRESPONDENCE AND ANNOUNCEMENTS

1. The Family of Don Van Meter

Thank you for your sympathy.

2. Fox Valley Park District in the News

Various recent news article(s) concerning the District.

13.0 CLOSED SESSION

Cynthia Penne motioned, Bob Vaughan seconded and the board unanimously approved concluding the Open Session at 6:37 p.m. and moving into Closed Session for the reasons stated on the agenda. Roll call – voting Aye: Alex Alexandrou, Gloria Bunce, Carl Franco, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan; voting Nay: none. Motion carried.

14.0 RETURN TO OPEN SESSION

14.1 Approve Closed Session Minutes from February 9, 2015.

Rachel Ossyra motioned, Cynthia Penne seconded and the board unanimously approved the closed session minutes from February 9, 2015, by roll call vote. Roll call – voting Aye: Alex Alexandrou, Gloria Bunce, Carl Franco, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan; voting Nay: none. Motion carried.

15.0 ADJOURNMENT

Theodia Gillespie moved, Alex Alexandrou seconded, and the board unanimously approved by voice vote to adjourn at 8:01 p.m.

Respectfully Submitted By,

Arlene Kallien

Assistant Board Secretary/Recorder