



**FOX VALLEY PARK DISTRICT  
BOARD OF TRUSTEES  
OPEN SESSION MEETING MINUTES  
August 8, 2016  
Prisco Community Center  
150 W. Illinois Avenue, Aurora  
6:00 p.m.**

**1.0 CALL MEETING TO ORDER**

President Anderson 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, Rachel Ossyra 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 Open Session meeting minutes of 07/11/16.

**5.2** Approve payables 07/31/16 in the amount of \$1,472,186.18.

**5.3** Approve statement of estimated revenues and expenses for period ending 06/30/16.

**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.

**5.6** Approve the bid submitted by Semper Fi, Inc. for the construction of the Fox River Trail retaining wall improvements in the amount of \$49,721.20.

**5.7** Approve the bid submitted by MTJ Sports for renovation of the Austin Park Tennis Court in the amount of \$65,380.00.

**5.8** Approve the invoice for payment of the 2016-2017 Emergency Communication Services in the amount of \$42,989.47.

**5.9** Approve the Human Resource Policies to be implemented and placed in the Personnel Manual.

**5.10** Approve the updated Purchasing Policy.

**5.11** Approve the bid submitted by Parvin Clauss for the construction of the Orchard Valley monument sign in the amount of \$54,874.00 and the acceptance of Alternate 1 in the amount of \$54,180 subject to Board of Trustee approved funding of Alternate 1 in the Fox Valley Park District 2017 Budget.

**5.12** Approve the purchase of a train locomotive and wheelchair accessible train car from Chance Rides in the amount of \$282,500.00.

## **6.0 PRESENTATIONS AND SPECIAL RECOGNITION**

### **6.1 Recognition of Finance Intern Kendel Baker**

Diana Erickson told the board that Finance Intern Kendel Baker has been working on the budget book since June. She said he has been doing an excellent job and has been a pleasure to work with. She said Kendel has a bright future.

## **7.0 PUBLIC COMMENT**

Resident Bill Hubbard approached the board. He said he walks at the Vaughan Center twice every day. He said people do not stop at the stop sign on the east side of the parking lot. He said while driving he has almost been hit three or four times. He also said, while walking through the cross walk cars do not stop for pedestrians. He suggested to the board to add speed bumps. He added that he is irritated that in the bathrooms, garbage baskets are put under the hand dryer.

## **8.0 ATTORNEY BUSINESS**

### **8.1 Semi-Annual Review of Closed Session Minutes: Approve a Resolution for the (1) release of certain closed session minutes in full relating to the period January 2016 – June 2016 and (2) continued redaction of certain closed session minutes in whole or in part and (3) destruction of certain closed session verbatim recordings made prior to January 2015.**

Attorney Hodge told the board that the district is required by statute to review the closed session minutes every six months to determine if things can be released. Alex Alexandrou motioned, Cynthia Penne seconded and the board unanimously approved the Semi-Annual Review of Closed Session Minutes: Approved a Resolution for the (1) release of certain closed session minutes in full relating to the period January 2016 – June 2016 and (2) continued redaction of certain closed session minutes in whole or in part and (3) destruction of certain closed session verbatim recordings made prior to January 2015. Roll call – voting Aye: Alex Alexandrou, Chuck Anderson, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan and Denny Wiggins; voting Nay: none. Motion carried.

## **9.0 EXECUTIVE DIRECTOR BUSINESS**

### **9.1 Executive Director's Report**

Director Pilmer publicly acknowledged the Board of Trustees for hosting the park district employees Summer Bash; 379 employees attended. He told the board that on July 5, he, Chuck Anderson and Alex Alexandrou met with Kane County Circuit Court Judge Clint Hull. Judge Hull is a former park commissioner for the St. Charles Park District. He was also an executive board member for the IAPD. Peter Murphy of the IAPD recommended Judge Hull speak with the Fox Valley Park District. They had a conversation with Judge Hull regarding working with repeat juvenile offenders through probation officers to move them into programs and scholarships in the park district. He used the boxing club as an example because they have a program that keeps kids active and busy. It was just a general discussion but he feels the board may see more of this because it falls under the district's banner of social equality.

On July 25 senior staff met in a retreat type setting at the Painters District Council 30 facility to develop the lead team. There were two outcomes: (1) the leadership team is beginning the process of developing a standard operating procedure for project lifecycles, to track and keep projects on task; (2) each senior staff member has

developed their leadership style and will begin sharing with their departments. The moderator for the retreat was Dr. Tom Berliner.

Director Pilmer recognized Dan Leahy and Jaime Ijams for their hard work on the National Night Out event. He added that Chief Johnson had six patrols out at various sites. He also recognized staff throughout the district who helped make this event successful.

He praised staff throughout the district who contributed to making the following events a success: Police Dept. prayer vigil; North Aurora Days, where Chief Johnson also held a very successful fishing tournament; and the upcoming Montgomery Fest.

**10.0 CONTINUED BUSINESS** – None presented.

**11.0 NEW BUSINESS**

**11.1 Approve the 2015-16 Comprehensive Annual Finance Report for the Fox Valley Park District.**

Diana Erickson said the auditing process begins with the planning meeting in January, followed by an on-site preliminary audit in April, and final field work in June. Diana supplied the board with a copy of the Comprehensive Annual Financial Report for the fiscal year ended April 30, 2016, and introduced Fred Lantz of Sikich to present the financial report. Bob Vaughan motioned, Denny Wiggins seconded and the board unanimously approved the 2015-16 Comprehensive Annual Finance Report for the Fox Valley Park District. 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 Acceptance of the Comprehensive Annual Financial Report for the Family Aquatic Centers fiscal year ending April 30, 2016 contingent upon the Aquatic Administration Board review and acceptance of the same.**

Fred Lantz of Sikich continued his presentation with a report of the Comprehensive Annual Financial Report for the Family Aquatic Centers fiscal year ending April 30, 2016. Cynthia Penne motioned, Theodia Gillespie seconded and the board unanimously accepted the Comprehensive Annual Financial Report for the Family Aquatic Centers fiscal year ending April 30, 2016 contingent upon the Aquatic Administration Board review and acceptance of the same. 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 Barrington Lake Park playground renovation concept plan.**

Jeff Palmquist said Barrington Lake Park is 18 years old and on the capital plan for replacement. The proposed concept is similar to other playgrounds the park district has improved. It proposes a shelter, adult fitness and replacement of the larger play structure. Upon approval by the board, Jeff hopes to have bids ready for approval at the September board meeting. Jeff said the district has been adding a rubberized surface underneath the swings to help with muddy, messy surfaces resulting from mulch being kicked up. This also helps with maintenance costs and saves the district money in the long term. Theodia Gillespie motioned, Cynthia Penne seconded and the board unanimously approved the Barrington Lake Park playground renovation concept plan. 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 bid submitted by Wilkinson Excavating for the construction of the Schneider ball field improvements in the amount of \$139,805.00.**

Jeff Palmquist commended his staff for doing a lot of research to develop specifications that allow for optimum playability and enhance the drainage. This will reduce the time that the district's athletic department has to work the fields after rain. Staff has done a lot of up-front testing to determine the sand/silk/clay composition. Based on that, specifications were developed that are optimum in terms of playability and drainage. Because of the precision in the grading and the technical aspect of working the infield, the low bid could not meet the minimum specification. The next low bid was Wilkinson Excavating. They have the experience and the laser grade

equipment that can get the precision needed on the grade and meets the requirements on the bid documents. Bob Vaughan asked what the ADA components are. Jeff said it is all of the concrete around the benches and the collar around the entire back, as well as the pathway connection and the parking spaces.

Denny Wiggins motioned, Rachel Ossyra seconded and the board unanimously approved the bid submitted by Wilkinson Excavating for the construction of the Schneider ball field improvements in the amount of \$139,805.00. Roll call – voting Aye: Alex Alexandrou, Chuck Anderson, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan and Denny Wiggins; voting Nay: none. Motion carried.

**11.5 Approve the bid submitted by R.C. Wegman Construction Company for the remodeling of the Cole Center in the amount of \$334,000.00 and the acceptance of Alternate 1 in the amount of \$348,000.00 subject to Board of Trustee approved funding of Alternate 1 in the Fox Valley Park District’s 2017 Budget.**

Jeff Palmquist presented a graphic to the board illustrating the location of the construction work to accommodate the relocation of the park district police department to the Cole Center. R.C. Wegman is the low bid. Staff is recommending Alternate 1 which is for the garage. The need for a substantial outbuilding was identified. This presents the need to extend the driveway and create a large paved area for maneuvering. This will be built as part of next year’s budget should that funding be available. Director Pilmer added that all 9-12 police vehicles will be inside of the Cole Center. The cold storage area of 2,200 sq. ft. will be put in a cold storage equipment building behind the Cole Center. The objective is to get the police department and all of its fleet indoors. Director Pilmer said tonight’s action would be approving the bid for \$334,000 and approving Alternate 1 with a contingency.

Cynthia Penne motioned, Theodia Gillespie seconded and the board unanimously approved the bid submitted by R.C. Wegman Construction Company for the remodeling of the Cole Center in the amount of \$334,000.00 and the acceptance of Alternate 1 in the amount of \$348,000.00 subject to Board of Trustee approved funding of Alternate 1 in the Fox Valley Park District’s 2017 Budget. 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**

Theodia Gillespie motioned, Rachel Ossyra seconded and the board unanimously approved concluding the open session at 7:04 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**

Alex Alexandrou motioned, Bob Vaughan seconded and the board unanimously approved by voice vote to return to open session at 7:44 p.m.

**13.1 Approve Closed Session Minutes from 07/11/16.**

Cynthia Penne motioned, Alex Alexandrou seconded and the board unanimously approved by voice vote the Closed Session Minutes from 07/11/16.

**14.0 ADJOURNMENT**

Denny Wiggins motioned, Alex Alexandrou seconded, and the board unanimously approved by voice vote to adjourn at 7:47 p.m.

*Respectfully Submitted By:*  
*Arlene Kallien*  
*Assistant Board Secretary/Clerk of the Board*