



**FOX VALLEY PARK DISTRICT
BOARD OF COMMISSIONERS**
Serving the Fox Valley Park District
Kane, DuPage, Kendall and Will Counties, Illinois
OPEN SESSION MEETING MINUTES
September 10, 2018 6:00 PM
Prisco Community Center
150 W. Illinois Avenue, Aurora

1.0 CALL MEETING TO ORDER

President Anderson called the meeting of the Fox Valley Park District Board of Commissioners to order at 6:00pm.

2.0 PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

President Anderson led the recitation of the Pledge of Allegiance.

3.0 ROLL CALL

President Anderson directed the Board Secretary to take attendance by roll call. The following members of the Fox Valley Park District Board of Commissioners were present: Jerry Butler, Mary Anne Cummings, Theodia Gillespie, Matt Hicks, Jr., Cynthia Penne, Holly Scholz, and President Chuck Anderson. A quorum was present. Also present, Executive Director Jim Pilmer, Attorney Hodge, Department Directors, staff, and guests.

4.0 ADDENDA TO THE AGENDA

None presented.

5.0 CONSENT AGENDA

Cynthia Penne made a motion to approve the Consent Agenda as presented. Holly Scholz seconded. Roll call voting Aye: Jerry Butler, Mary Anne Cummings, Theodia Gillespie, Matt Hicks, Jr., Cynthia Penne, Holly Scholz, and President Chuck Anderson. Voting Nay: none, and the Consent Agenda was unanimously approved.

- 5.1 Approve the Open Session meeting minutes of July 16, 2018.**
- 5.2 Approve the Open Session meeting minutes of July 30, 2018.**
- 5.3 Approve payables for the period ending July 31, 2018 in the amount of \$1,892,749.39.**
- 5.4 Approve payables for the period ending August 31, 2018 in the amount of \$1,752,928.21.**
- 5.5 Approve the statement of estimated revenues and expenses for period ending June 30, 2018.**
- 5.6 Approve the statement of estimated revenues and expenses for period ending July 31, 2018.**
- 5.7 Approve Department Directors and other reports.**
- 5.8 Approve the capital projects permitting fees & charges, cost summaries, and project bid schedule reports.**
- 5.9 Ratification of emergency purchase at Vaughan Athletic Center upstairs showers in the amount of \$125,000.00.**
- 5.10 Ratification of Operations balancing change orders to various District contracts.**
- 5.11 Approve a chassis purchase and upfitting to Currie Motors of an existing 6yd refuse body in the not-to-exceed amount of \$55,000.00.**
- 5.12 Approve the naming of the 0.8-acre park site located on Palace Street as Palace Street Park.**
- 5.13 Approve the Grant of Temporary Easement to the Village of North Aurora for the construction of a parking lot south of State Street.**

5.14 Approval to change the date and time of the October 2018 Board of Commissioners meeting from 6:00pm on October 15, 2018 to an approximate time of 10:30am on October 13, 2018 or such time as to immediately follow the 9:00am Budget Workshop meeting on October 13, 2018.

6.0 PRESENTATIONS AND SPECIAL RECOGNITION

6.1 Copley Hospital Site Redevelopment

Jeff Palmquist introduced Michael Poulakidas, Paul Konrad, and Ron Woerman of Fox Valley Developers, LLC. Michael Poulakidas represented the group and spoke about the Development Group's agreement with the City of Aurora to remediate, secure and preserve the old Copley Hospital site. Fox Valley Developers, LLC also pledged its support to the Fox Valley Park District to provide park space to the community and neighborhood surrounding the old hospital site.

6.2 Lake Management Study

Jeff Palmquist introduced David Koldoff of WBK Engineering who presented the results of the Lake Management Study conducted by WBK on 23 District lakes/ponds. The results were categorized by priority: low, moderate, moderate-high, and high.

6.3 Fox Fitness – Sales and Marketing Overview

Jaime Ijams presented an overview of the fitness membership sales program including sales metrics, sales leads and tracking, pricing structure, staffing needs and customer service, and many other components. Dan Leahy spoke about the many ways Marketing is building the fitness brand and how the campaign will be delivered to the community to drive fitness membership revenue.

6.4 USSSA Illinois Park District of the Year Award

Jaime Ijams presented the Park District of the Year Award given to the District by the United States Specialty Sports Association based on the consistent quality of the grounds and facilities at Stuart Sports Complex. Jaime recognized Josh Barry, Michael Hayes, Kara Reid, and Aaron Reinhart for their outstanding efforts at Stuart which led to the District receiving the award.

6.5 Welcome Becky Harling, Rental & Events Supervisor at Blackberry Farm

Jaime Ijams introduced Becky Harling, a new employee from the Recreation Department.

6.6 Welcome Kyle Halverson, Marketing & Digital Communications Manager

Dan Leahy introduced Kyle Halverson, a new employee from the Marketing Department.

7.0 PUBLIC COMMENT - For matters not on the agenda.

Tim Neuenkirchen spoke to the Board of Commissioners regarding the Food Forest at Lincoln Park.

8.0 ATTORNEY BUSINESS

None presented.

9.0 EXECUTIVE DIRECTOR BUSINESS

9.1 Executive Director's Report

Director Pilmer reported to the Board of Directors on the following topics:

- The continuous work done by Kane County on the storm water drainage issues in the Golfview Park area.
- Meeting minutes from the August 23, 2018 board-authorized aquatics study.
- A written procedure for public comment at FVPD Board of Commissioner meetings, as a recommended best practice in accordance with the Open Meetings Act.
- Greenfest on September 22 at McCullough Park, and in conjunction, the memorial tree planting ceremony in honor of deceased District employee, Jeff Long.
- The 2019 Budget Workshop meeting to be held on Saturday, October 13 at Prisco Center.

10.0 CONTINUED BUSINESS

None presented.

11.0 NEW BUSINESS

11.1 Approval of the Prevailing Wage Ordinance No. 18-485 pending further information from the Illinois Department of Labor.

Diana Erickson recommended approval of Prevailing Wage Ordinance 18-485. Cynthia Penne motioned, Theodia Gillespie seconded. Roll call voting Aye: Jerry Butler, Mary Anne Cummings, Theodia Gillespie, Matt Hicks, Jr., Cynthia Penne, Holly Scholz, and President Chuck Anderson. Voting Nay: none, and the ordinance was unanimously approved.

11.2 Approval of the proposed rental fees for the Wedding & Events Venue at Blackberry Farm.

Jaime Ijams recommended approval of the rental fees as presented for the “Barn” at Blackberry Farm. Jerry Butler motioned, Mary Anne Cummings seconded. Roll call voting Aye: Jerry Butler, Mary Anne Cummings, Theodia Gillespie, Matt Hicks, Jr., Cynthia Penne, Holly Scholz, and President Chuck Anderson. Voting Nay: none, and the rental fees were unanimously approved.

11.3 Approve the Resolution to submit an application to the Illinois Department of Natural Resources for an OSLAD Development Grant for the development of a +/-1.4-acre park on the former Copley Hospital site.

Jeff Palmquist recommended approval of the resolution to submit an application for an OSLAD grant for park development at the Copley Hospital site. Cynthia Penne motioned, Holly Scholz, seconded. Roll call voting Aye: Jerry Butler, Mary Anne Cummings, Theodia Gillespie, Matt Hicks, Jr., Cynthia Penne, Holly Scholz, and President Chuck Anderson. Voting Nay: none, and the resolution was unanimously approved.

11.4 Approve the Letter of Support for the School District #131 Allen School Safe Routes to School grant application.

Jeff Palmquist recommended approval of the letter of support for the Safe Routes to School grant application. Matt Hicks, Jr. motioned, Mary Anne Cummings seconded. Roll call voting Aye: Jerry Butler, Mary Anne Cummings, Theodia Gillespie, Matt Hicks, Jr., Cynthia Penne, Holly Scholz, and President Chuck Anderson. Voting Nay: none, and the letter of support was unanimously approved.

11.5 Approve the Dedication Agreement for the 1.054-acre park site in the Gramercy Square Unit 2 Subdivision.

Jeff Palmquist recommended approval of a dedication agreement for a park site in the Gramercy Square Unit 2 subdivision. Cynthia Penne motioned, Jerry Butler seconded. Roll call voting Aye: Jerry Butler, Mary Anne Cummings, Theodia Gillespie, Matt Hicks, Jr., Cynthia Penne, Holly Scholz, and President Chuck Anderson. Voting Nay: none, and the dedication agreement was unanimously approved.

11.6 Approve the Letter of Agreement on the method of payment for Land/Cash Obligations between the City of Aurora and Bigelow Farnsworth, LLC for Hometown Farnsworth.

Jeff Palmquist recommended approval of a letter of agreement for method of payment for land/cash obligations between the City of Aurora and Bigelow Farnsworth. Jerry Butler motioned, Mary Anne Cummings seconded. Roll call voting Aye: Jerry Butler, Mary Anne Cummings, Theodia Gillespie, Matt Hicks, Jr., Cynthia Penne, Holly Scholz, and President Chuck Anderson. Voting Nay: none, and the letter of agreement was unanimously approved.

11.7 Approve the RFP response bid submitted by Sikich for the District’s configuration and migration of a virtualized server environment, in the amount not to exceed \$170,000.00.

Jon Michael recommended approval of the RFP response bid by Sikich for configuration and migration of the District’s virtualized server environment. Holly Scholz motioned, Matt Hicks, Jr. seconded. Roll call voting Aye: Jerry Butler, Mary Anne Cummings, Theodia Gillespie, Matt Hicks, Jr., Cynthia Penne, Holly Scholz, and President Chuck Anderson. Voting Nay: none, and the RFP response bid was unanimously approved.

12.0 CLOSED SESSION

12.1 President Anderson directed the Board Secretary to read into the record the reasons for moving to closed session, including the consideration of one or more of the following subjects under the Open Meetings Act: Appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or its legal counsel; collective negotiation matters between the District and its employees or representatives or deliberations regarding salary schedules for one or more classes of employees; the purchase or lease of real estate or whether to acquire real estate, or the setting of a price for sale or lease of property of the District; pending, probable or imminent litigation (for which a specific finding shall be stated and recorded in the minutes); review of the minutes of lawfully closed sessions. Cynthia Penne motioned to convene into closed session, Theodia Gillespie seconded. Roll call voting Aye: Jerry Butler, Mary Anne Cummings, Theodia Gillespie, Matt Hicks, Jr., Cynthia Penne, Holly Scholz, and President Chuck Anderson. Voting Nay: none, and the Board of Commissioners unanimously approved and convened to closed session at 7:42pm.

13.0 RETURN TO OPEN SESSION

The Board of Commissioners returned to open session at 8:52pm.

13.1 Approve Closed Session Minutes from July 16, 2018 and July 30, 2018.

Cynthia Penne motioned to approve the closed session minutes from July 16 and July 30, 2018. Mary Anne Cummings seconded. Roll call voting Aye: Jerry Butler, Mary Anne Cummings, Theodia Gillespie, Matt Hicks, Jr., Cynthia Penne, Holly Scholz, and President Chuck Anderson. Voting Nay: none, and the minutes were unanimously approved.

13.2 President’s Comments.

President Anderson inquired about any Commissioners that may plan to run for FVPD Commissioner in the April 2, 2019 election.

President Anderson asked Diana Erickson for general information about District employee counts.

President Anderson asked that the Board of Commissioners discuss the responsible bidder process on October 13, 2018.

14.0 ADJOURNMENT

Mary Anne Cummings motioned to adjourn, Matt Hicks, Jr. seconded. Voice voting Aye: Jerry Butler, Mary Anne Cummings, Theodia Gillespie, Matt Hicks, Jr., Cynthia Penne, Holly Scholz, and President Chuck Anderson. Voting Nay: none, and the Board of Commissioners unanimously approved, and the meeting was adjourned at 8:57pm.

Respectfully submitted by:
Kim Nooncaster
Board Secretary

The Fox Valley Park District is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are required to contact ADA Coordinator, Mr. Michael Pieroni at (630-897-0516) promptly to allow the District to make reasonable accommodations.