



**FOX VALLEY PARK DISTRICT
BOARD OF TRUSTEES
OPEN SESSION MEETING MINUTES
February 8, 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 6:04 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

Rachel Ossyra motioned, Alex Alexandrou 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 01/11/16.

5.2 Approve payables 01/31/16 in the amount of \$832,967.55.

5.3 Approve statement of estimated revenues and expenses for period ending 12/31/15.

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

6.1 Jordan Real induction into the West Aurora High School Athletic Hall of Fame.

Bob Vaughan recognized Jordan Real for her recent induction into the West Aurora High School Athletic Hall of Fame. He congratulated her on her athletic accomplishments and contributions to West Aurora High School's volleyball and basketball teams.

7.0 PUBLIC COMMENT – None presented.

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 July 2015 – December 2015 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 July 2014.

Attorney Hodge advised the board that every six months there is a review of closed session minutes to authorize the release of those minutes that contain transactions that are completed and matters that are concluded. Any minutes containing matters that continue to be pending stay redacted. He reviewed all minutes to determine which portions can be released and which need continued redaction. Alex Alexandrou motioned, Cynthia Penne seconded and the board unanimously approved a Resolution for the (1) release of certain closed session minutes in full relating to the period July 2015 – December 2015 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 July 2014. 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 IAPD/IPRA Conference

Executive Director Jim Pilmer reported 16 staff participated in the conference which was held January 28-30 in Chicago. Staff attended a team building social on Thursday evening. A highlight of the event was the awards luncheon held on Friday, January 29; three legislators attended as guests at the Fox Valley Park District table: Rep. Kifowit, Rep. Chapa LaVia, and Sen. Oberweis. The park district also provided transportation to and from the luncheon, of which Sen. Holmes participated. Jim recognized Ray Nugent for providing the transportation. He reported that Carolyn Nagle of the Fox Valley Special Recreation Association received the IPRA Robert Artz Lifetime Achievement Award; to qualify you must have 25 years of service to the park and recreation association, of which at least 15 of those must be in Illinois. To follow the conference, staff will each present one 5-minute overview of a session to share, similar to a TED Talk. Jon Michael will post each presentation to the district intranet. He thanked the board for the opportunity to attend the conference.

9.2 Executive Director's Report

Jim reported that on January 12, he met with City of Aurora Mayor Weisner along with Bob Vaughan, Jeff Palmquist and Carie Anne Ergo to begin discussions on the mutual land acquisition opportunities for each entity. The City of Aurora is currently meeting with their development staff; Jim expects to report on that to the board sometime in March.

Jim reported that he and Cathy Schwieger met with the Visiting Nurses Association of Fox Valley. As of 2014, they are the third largest federally funded health care center in Illinois; they serve over 65,000 individuals per year. He is in the early stages of discussing and exploring an opportunity of a health and wellness partnership with them.

He highlighted the Digital Footprint from the marketing department illustrating the impact that the district is making on social media; the RecTrac training is the district's new software program scheduled to "go live" May 1; March 26 the district will be hosting a job fair.

Jim told the board that typically, officers of the board are elected every January. He advised the board that after consulting with Attorney Hodge, he is requesting that the board officers stay in succession until May, at which time the election of officers will be held. The reasoning is that there will be board elections in April 2017, with new officers being elected in May 2017.

10.0 CONTINUED BUSINESS – None presented.

11.0 NEW BUSINESS

11.1 Appointments to Aquatics Administrative Board (2-year term for board members; 1-year term for community at large.)

Rachel Ossyra asked if she and Chuck Anderson could still serve on the Aquatics board even if they are no longer active Board of Trustee members after the April 2017 elections. Attorney Hodge responded that his recollection of the aquatics agreement is that it contains standard language stating board members shall serve until the successors are duly appointed and qualified and active. Alex Alexandrou asked the same and if it would be legal and binding, and Attorney Hodge added that if the newly elected board in 2017 wants to change these appointments before December 31, 2017, they would have every right to do that. Jim added that these dates were intentionally chosen to add stability to the aquatic season for 2017.

Theodia Gillespie motioned, Denny Wiggins seconded and the board unanimously approved for the 2016-17 service years, the following two Fox Valley Park District Board member appointments to the Aquatic Administrative Board, and for the 2016 service year approved the following one appointment to the Aquatic Administrative Board from the community at large:

- 1) Board member Chuck Anderson for a 2-year term to expire December 31, 2017
- 2) Board member Rachel Ossyra for a 2-year term to expire December 31, 2017
- 3) Paul Greviskes from the community at large for a 1-year term to expire December 31, 2016

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 proposed family pass type and fees for the outdoor aquatic facilities to be implemented in the 2016 operating season.

Jaime Ijams reported to the board that in a targeted effort to respond to the community's recommendations for a family discount option at the outdoor aquatic centers and to help increase the guaranteed source of revenue for the season passes, the district is seeking approval to implement a family pass at the outdoor aquatics centers. Staff have evaluated the feasibility of offering a family season pass option and researched pricing of several surrounding park districts, of which the majority, if not all, offer a family season pass. Fox Valley Park District typically sells about 76 percent of season passes between March and May using the early bird discount rate. Jaime said she is proposing a family pass for a family of four or more which would offer an additional 8 percent off the early bird rates. This is one way to increase season pass revenue. Bob Vaughan asked if the definition of family would include having the same residence. Jaime said yes, it would be two adults 21 and over living in the same household. Bob asked if we know how many households the district has with four members or more. Jaime said we don't know that number right now but she has figured if the district were to lose some of the adults, how that would affect us, and how many new families the district would want to bring in to offset the price.

Theodia Gillespie motioned, Cynthia Penne seconded and the board unanimously approved the proposed family pass type and fees for the outdoor aquatic facilities to be implemented in the 2016 operating season. 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 bid submitted by Cipher Limited, Aurora, Illinois, for the fabrication and installation of four scoreboards at the Stuart Sports Complex in the amount of \$44,800.

Jeff Palmquist told the board that since the opening of Stuart Sports Complex the district has continued to add amenities and upgrades to make the complex as desirable as possible to be a destination for tournaments. As part of this initiative, the district purchased four scoreboards last year. Two sign companies responded to the RFP with Cipher Limited being the low bid. Jeff said they are very qualified. Alex Alexandrou asked if the new scoreboards are wireless; Jeff said yes, and the district worked on a protocol for the wireless.

Denny Wiggins motioned, Alex Alexandrou seconded and the board unanimously approved the bid submitted by Cipher Limited, Aurora, Illinois, for the fabrication and installation of four scoreboards at the Stuart Sports Complex in the amount of \$44,800. 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 The Kenneth Company for the construction of the Cumberland Park playground improvements in the amount of \$196,751.

Jeff Palmquist said the concept plan for the Cumberland Park renovations was approved by the board in September 2015 with the understanding that the funding for the construction would be provided in FY2016. The district received a very competitive group of bidders, with the Kenneth Company being the lowest responsive,

responsible bid. There was one bid lower by Elanar but they formally withdrew their bid when they realized they omitted a key line item cost. The bid by Kenneth is still \$30,000 under the district's estimate. Kenneth Company has done work for the district in the past and references were checked which were very strong.

Chuck Anderson motioned, Cynthia Penne seconded and the board unanimously approved the bid submitted by the Kenneth Company for the construction of the Cumberland Park playground improvements in the amount of \$196,751. 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 Washington Park playground renovation concept plan.

Jeff Palmquist presented a concept plan to the board for renovations of the Washington Park playground which is 18 years old. The district has received a number of service calls and the park is high on the list for renovations. The plan calls for newer and more diverse equipment, as well as a small shade shelter.

Chuck Anderson motioned, Rachel Ossyra seconded and the board unanimously approved the Washington 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.

11.6 Approve Door-to-Door Direct as the activity guide delivery service for the Summer, Fall and Winter 2016 books, in an amount not to exceed \$32,400.

Dan Leahy informed the board that the printing of the books is done by RR Donnelley; this item concerns the delivery of the book. For a number of years the district has delivered the books through Door-to-Door Direct. He said they are one of the few companies that can meet the saturation mailing of 72,000 households in the district. Chicagoland Circulation Services is a comparable company but the cost is about 20 percent more than Door-to-Door Direct. The U.S. Post Office would be about a 200 percent price increase.

Denny Wiggins motioned, Chuck Anderson seconded. Alex Alexandrou asked how much the delivery cost was in the past. Dan said it's been \$10,800 for the past two years. The board unanimously approved Door-to-Door Direct as the activity guide delivery service for the Summer, Fall and Winter 2016 books, in an amount not to exceed \$32,400. 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, Theodia Gillespie seconded and the board unanimously approved concluding the open session at 6:35 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 7:52 p.m.

13.1 Approve Closed Session Minutes from 01/11/16.

Rachel Ossyra motioned, Alex Alexandrou seconded and the board unanimously approved by voice vote the Closed Session Minutes from January 11, 2016.

14.0 ADJOURNMENT

Chuck Anderson motioned, Alex Alexandrou seconded, and the board unanimously approved by voice vote to adjourn at 7:53 p.m.

Respectfully Submitted By,

Arlene Kallien

Assistant Board Secretary/Recorder