



**BOARD OF TRUSTEES
OPEN SESSION MEETING MINUTES
February 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 – None presented.

5.0 CONSENT AGENDA

Theodia Gillespie moved, 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:

- Special meeting held on January 7, 2015, to approve the Intergovernmental Agreement Between the State of Illinois/Department of Natural Resources, the Village of North Aurora and the Fox Valley Park District for the North Aurora Dam Removal Project.
- Open session meeting January 12, 2015

5.2 Approve payables 01/31/15 in the amount of \$1,446,914.05.

5.3 Approve statement of estimated revenues and expenses for period ending 12/31/14.

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 IAPD/IPRA Distinguished Accredited Agency Award

President Bunce presented the Distinguished Accredited Agency Award to the Fox Valley Park District, represented by Executive Director Nancy McCaul and various staff, who posed for pictures with the plaque from the IAPD/IPRA.

6.2 IPRA Facility of the Year Award – Blackberry Farm

President Bunce presented the IPRA Facility of the Year Award for Blackberry Farm to representatives of the district who posed for pictures: Jeff Long, Laurie Hoffman; Executive Director Nancy McCaul and Jeff Palmquist.

6.3 Agency Showcase Award

President Bunce presented the Agency Showcase Award to representatives of the district who posed for pictures: Laurie Hoffman, Nancy McCaul, Dawn Hartman and Jeff Long.

7.0 PUBLIC COMMENT

Resident Mavis Bates, of Harrison Ave., Aurora, spoke to the board regarding GreenFest. She thanked the park district for all of their help and support. She would like to be able to integrate GreenFest marketing with the park district's marketing, possibly on the calendar of events. Bob Vaughan commented the park district should do everything possible to help GreenFest.

Resident Mavis Bates also spoke to the board regarding cross country skiing on park district trails. She is chairperson of *Valley of the Fox Group* and requests the park district consider grooming their trails to make them accessible to cross country skiers. Doing so would enhance the enjoyment of the park district for many residents. Rachel Ossyra agreed; she thought it would be great to make that possible.

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 2014 – December 2014 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 2013.

Attorney Gerald Hodge briefed the board on the Open Meetings Act requirements. Review of closed session meetings is required twice each year to determine if there are any minutes that can be released to the public in part or in full; any verbatim recordings of minutes released in full to the public may be destroyed after 18 months or longer. Attorney Hodge determined there are no closed session minutes to be released in full; there will be no destruction of tapes. Alex Alexandrou moved, Rachel Ossyra seconded and the board unanimously approved the semi-annual review of closed session minutes. Roll call – voting Aye: Alex Alexandrou, Gloria Bunce, Carl Franco, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan; voting Nay: none. Motion carried.

9.0 EXECUTIVE DIRECTOR BUSINESS

9.1 Approve the performance and merit compensation plan for budget purposes for fiscal year 2015-16.

Executive Director Nancy McCaul reviewed previous comments by Theodia Gillespie regarding the dispensation of the 3 percent merit compensation plan. Theodia felt lower wage earners should receive a higher percentage wage increase; Nancy responded that after running the numbers, the cost to the park district would be higher. Alex Alexandrou said he appreciates the last discussion and asked what are the mechanics; Nancy said the increases would all be based strictly on merit and described in detail the multi-level review process of each employee's performance evaluation. Bob Vaughan commented he has a hard time with lower level employees not getting enough of a wage increase to compensate for the raises in health costs, etc. – it ends up being a wash. Rachel Ossyra asked how much deductibles increased; Diana Erickson said \$400 per individual. Rachel suggested the park district offer a Health Savings Account; don't mess with employees' salaries. Alex agreed with Rachel and wondered how the FVPD stacks up to other districts; this could be a recruitment/retention dilemma. Theodia said she understands the merit part of wage increases but still wants to make things fair. Nancy replied that it's time to do a study on salaries and insurance. Gloria Bunce said more time is needed to discuss this issue for next year; Alex would like to make it a priority for the next budget session. Rachel Ossyra moved and Cynthia Penne seconded the motion to approve the performance and merit compensation plan for budget purposes for fiscal year 2015-16. Alex Alexandrou said he would approve the motion with the stipulation of adding an addendum of the evaluation process as described by Nancy. Rachel Ossyra seconded Alex's amendment and the board unanimously approved the performance and merit compensation plan for budget purposes for fiscal year 2015-16 as outlined in Director McCaul's report. 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 – None presented.

11.0 NEW BUSINESS

11.1 Approve resolution authorizing Committee of the Whole Meetings

Alex Alexandrou stated he appreciates Gloria Bunce driving the issue of Committee of the Whole meetings; items on the agenda sometimes need prior discussions. Gloria said the purpose of the meetings is to have information prior to the board meetings and that no quorum is needed; Alex commented that the meetings would act as more of an advisory function. Director McCaul added that the board can take action if necessary and Gloria said this can also make board meetings shorter. Bob Vaughan asked if the meetings would be scheduled one week prior to the regular board meeting; Attorney Gerald Hodge said the meetings could be on an ad hoc basis; Bob said he was willing to try it and if they seemed redundant, the board could always choose to stop. The board discussed times and it was decided 6:00 would work best for all board members. Alex Alexandrou moved, Rachel Ossyra seconded and the board unanimously approved the resolution authorizing Committee of the Whole meetings. 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 Discussion on future Aquatics capital improvements

Rachel Ossyra began by saying that the pools are a vital resource but there are profitability challenges. She then introduced Laurie Hoffman to give a presentation regarding capital improvements on the FVPD Aquatics. Laurie said some of the challenges faced are declining revenues due to weather and maintenance, and increased costs. There are plans to stagger the hours of operation between the two pools which will result in a cost savings of about \$25,000. All bath houses have been updated and the replacement schedule is up-to-date. The net loss for 2014-15 is favorable to the budget. The park district will address strategic repositioning; try to differentiate between the two pools (Phillips Park and Splash Country); each should have their own identity. Despite the challenges, there are positive aspects: There is an average of 95,250 visitors each year; the pools provide seasonal employment; swim lessons teach lifesaving skills, among others.

11.3 Authorize the District to enter into a one-year agreement (with a two-year option to renew) with Reuland Food Service Inc. to provide concession services at the Stuart Sports Complex “south” concession building upon final legal review.

Laurie Hoffman was concerned about finding a concessionaire to provide food and drink items at Stuart Sports Complex. This is a pilot program. The park district will receive an 8 percent return on all sales minus \$250 in start-up costs. Rachel Ossyra moved, Cynthia Penne seconded and the board unanimously approved to authorize the district to enter into a one-year agreement (with a two-year option to renew) with Reuland Food Service Inc. to provide concession services at the Stuart Sports Complex “south” concession building upon final legal review. 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 Approve the revised Donation Request Policy

Diana Erickson advised the board that revisions to the Donation Request Policy are necessary to make the donations consistent and streamline the process; the district receives an average of \$3,500 in requests each year. Alex Alexandrou moved, Cynthia Penne seconded and the board unanimously approved the revised Donation Request Policy. Roll call – voting Aye: Alex Alexandrou, Gloria Bunce, Carl Franco, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan; voting Nay: none. Motion carried.

11.5 Award the base bid in the amount of \$287,639.99 from Hacienda Landscaping, Inc., Plainfield, Illinois, for the construction of Lincoln Park improvements.

Jeff Palmquist included in his discussion the option for an additional zip line or a splash pad. Alex Alexandrou said he is a big proponent of the second zip line. Carl Franco thought the zip line would be very popular, therefore he felt the park improvements should include a second zip line as opposed to a splash pad. Rachel

Ossyra moved to approve the base bid plus alternate bid No. 2 for a second zip line, Alex Alexandrou seconded and the board unanimously approved awarding the base bid in the amount of \$287,639.99 plus alternate bid No. 2 for a second zip line in the amount of \$18,032.50 totaling \$305,672.49 from Hacienda Landscaping, Inc., Plainfield, Illinois, for the construction of Lincoln Park improvements. Roll call – voting Aye: Alex Alexandrou, Gloria Bunce, Carl Franco, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan; voting Nay: none. Motion carried.

11.6 Approve the Palmer Park Improvement Plan

Jeff Palmquist stated Palmer Park's playground life cycle is at its end. The buffer to the north needs improvement. Alex Alexandrou asked about the existing shelter. Jeff stated that the repairs are all aesthetic; roof and chimney; the structure itself should be ok. Bob Vaughan wondered if it would make more sense to just remove it and make a nature trail; he wondered what the age demographics are in the area. Gloria Bunce agreed with Bob. Alex Alexandrou moved, Bob Vaughan seconded and a voice vote was taken to table the issue.

12.0 CORRESPONDENCE AND ANNOUNCEMENTS

Fox Valley Park District in the News

Various recent news article(s) concerning the District.

13.0 CLOSED SESSION

Theodia Gillespie moved, Cynthia Penne seconded and the board unanimously approved concluding the Open Session at 7:20 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 January 12, 2015.

Bob Vaughan moved, Rachel Ossyra seconded, and the board unanimously approved the closed session minutes from January 12, 2015. 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, Cynthia Penne seconded, and the board unanimously approved by voice vote to adjourn at 8:00 p.m.