



**FOX VALLEY PARK DISTRICT
BOARD OF TRUSTEES**
Serving the Fox Valley Park District
Kane, DuPage, Kendall and Will Counties, Illinois
OPEN SESSION MEETING MINUTES
March 13, 2017
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 6:00p.m.

2.0 PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

President Anderson led in reciting the Pledge of Allegiance.

3.0 ROLL CALL

The following members of the Board of Trustees were present: Alex Alexandrou, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan, Denny Wiggins, and President, Chuck Anderson. 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

The consent agenda items were read into the record by the Clerk of the Board. Rachel Ossyra motioned, Alex Alexandrou seconded, and the Board of Trustees unanimously approved the consent agenda items. Roll call-voting Aye: Alex Alexandrou, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan, Denny Wiggins, and President, Chuck Anderson; voting Nay: none. Note: Cynthia Penne abstained from voting on Item 5.11 due to a familial connection with Semper Fi. Motion carried.

5.1 Approve the Open Session meeting minutes of February 13, 2017.

5.2 Approve the Open Session Special meeting minutes of February 22, 2017.

5.3 Approve payables February 2017 in the amount of \$903,018.39.

5.4 Approve statement of estimated revenues and expenses for period ending January 31, 2017.

5.5 Approve Executive Director, Department Heads and other reports.

5.6 Capital projects permitting fees and charges, cost summaries, and project bid schedule report.

5.7 Approve the 2017 playground fiber award in the amount of \$20,925.

- 5.8 Approve 2017 annual seed, fertilizer and herbicide bid in the not-to-exceed amount of \$180,000.
- 5.9 Approve the purchase of two (2) athletics powered rakes in the not-to-exceed amount of \$44,000.
- 5.10 Approve the Blackberry Farm railroad track improvements in the not-to-exceed amount of \$45,000.
- 5.11 Approve the 2017 park mowing and maintenance contract in the amount of \$43,868.
Trustee Cynthia Penne abstained from voting.
- 5.12 Approve the Orchard Valley Golf Course clubhouse flooring improvements in the amount of \$25,575.
- 5.13 Approve the Orchard Valley Golf Course gutter improvements in the amount of \$29,280.
- 5.14 Approve the Phillips Park Aquatic Center slide structure painting improvements in the amount of \$27,900.

6.0 PRESENTATIONS AND SPECIAL RECOGNITION

- 6.1 Bill Rehanek, Senior Vice President of Operations, Billy Casper Golf, and Bill Weller, General Manager, Orchard Valley Golf Course presented the 2016 Golf Operations report.

7.0 PUBLIC COMMENT - For matters not on the agenda.
None presented.

8.0 ATTORNEY BUSINESS
None presented.

9.0 EXECUTIVE DIRECTOR BUSINESS

- 9.1 Executive Director, Jim Pilmer included a report detailing events and meetings attended in February by himself and others on behalf of the Fox Valley Park District. He also updated the Board of Trustees on the following items: Recognition of Director of Marketing and Communications, Dan Leahy on his department's work on the 2017 Summer Camp Guide; Recognition of Jeff Palmquist, Senior Director of Planning, Grants, and Research who was invited to join the Conservation Foundation Advisory Committee of Kane County, as well as his participation as co-moderator of the Aurora Regional Chamber of Commerce 2017 Leadership Academy, to be hosted by the Fox Valley Park District at the Cole Center; Public Surplus Auction items up for bid can be found at www.publicsurplus.com; Recognition of Chief of Police, John Perkins who facilitated a partnership with the Aurora Police Special Needs Aurora Police Program, also known as SNAPP, which was developed by the Association for Individual Development; Cole Center staff participation in a four-day workshop with Vermont Systems, Inc. to reboot and re-designate our RecTrac programs to align with Munis and other District financial software, this was held while Sikich was also at Cole to complete field work for the 2016 audit of the Fox Valley Park District; Update on the policy of posting election and campaign signage on Fox Valley Park District property during special events and on election days; March 11, 2017 Fox Valley Park District Job Fair, held at Prisco Community Center; Noted that there will be a presentation during the April 2017 Board of Trustees meeting to acknowledge the success of gymnastics and dance programs at Fox Valley Park District.

10.0 CONTINUED BUSINESS
None presented.

11.0 NEW BUSINESS

- 11.1** Approve the Purchasing Policy modifications. Senior Director of Finance and Administration, Diana Erickson recommended approval of the modifications. Cynthia Penne motioned, Theodia Gillespie seconded, and the Board of Trustees unanimously approved the modifications. Roll-call voting Aye: Alex Alexandrou, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan, Denny Wiggins, President, Chuck Anderson. Voting Nay: none. Motion carried.
- 11.2** Approve the Health Insurance Premium increases. Senior Director of Finance and Administration, Diana Erickson recommended approval of the increases. Bob Vaughan motioned, Denny Wiggins seconded, and the Board of Trustees unanimously approved the increases. Roll-call voting Aye: Alex Alexandrou, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan, Denny Wiggins, President, Chuck Anderson. Voting Nay: none. Motion carried.
- 11.3** Approve the bid in the amount of \$211,210 submitted by Evans and Sons Blacktop, Inc. for District-wide asphalt paving. Senior Director of Planning, Research, and Grants, Jeff Palmquist recommended approval of the bid. Denny Wiggins motioned, Bob Vaughan seconded, and the Board of Trustees unanimously approved the bid. Roll-call voting Aye: Alex Alexandrou, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan, Denny Wiggins, President, Chuck Anderson. Voting Nay: none. Motion carried.
- 11.4** Approve the bid in the amount of \$54,040 submitted by Wilkinson Excavating, Inc. for the construction of Greene Field Park north ball field improvements. Senior Director of Planning, Research, and Grants, Jeff Palmquist recommended approval of the bid. Bob Vaughan motioned, Alex Alexandrou seconded, and the Board of Trustees unanimously approved the bid. Roll-call voting Aye: Alex Alexandrou, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan, Denny Wiggins, President, Chuck Anderson. Voting Nay: none. Motion carried.
- 11.5** Approve the base bid, Alternate 1, and the addition of outfield fencing in amount not-to-exceed \$65,000 submitted by Classic Fence, Inc. for the construction of Dr. Martin Luther King, Jr. Park ball field improvements. Senior Director of Planning, Research, and Grants, Jeff Palmquist recommended approval of the bid, Alternate 1, and fencing. Rachel Ossyra motioned, Bob Vaughan seconded, and the Board of Trustees unanimously approved the bid, Alternate 1, and fencing. Roll-call voting Aye: Alex Alexandrou, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan, Denny Wiggins, President, Chuck Anderson. Voting Nay: none. Motion carried.
- 11.6** Approve the change order deduction in the amount of \$66,148 from Wilkinson Excavating, Inc. for revisions to the construction of Jericho Lake Park improvements. Senior Director of Planning, Research, and Grants, Jeff Palmquist recommended approval of the change order deduction. Theodia Gillespie motioned, Rachel Ossyra seconded, and the Board of Trustees unanimously approved the change order deduction. Roll-call voting Aye: Alex Alexandrou, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan, Denny Wiggins, President, Chuck Anderson. Voting Nay: none. Motion carried.
- 11.7** Approve the Memorandum of Understanding between the Illinois Math and Science Academy and the Fox Valley Park District for the Park District use of three IMSA ball fields. Senior Director of Planning, Research, and Grants, Jeff Palmquist recommended approval of the MOA. Cynthia Penne motioned, Alex Alexandrou seconded, and the Board of Trustees unanimously approved the MOA. Roll-call voting Aye: Alex Alexandrou, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan, Denny Wiggins, President, Chuck Anderson. Voting Nay: none. Motion carried.

- 11.8** Approve the rental of five (5) lifts District-wide, for the annual amount of \$34,020 in FY's 2017, 2018 and 2019 to National Lift Truck. Director of Operations, John Kramer recommended approval of the rentals. Alex Alexandrou motioned, Bob Vaughan seconded, and the Board of Trustees unanimously approved the rentals. Roll-call voting Aye: Alex Alexandrou, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan, Denny Wiggins, President, Chuck Anderson. Voting Nay: none. Motion carried.
- 11.9** Approve the purchase of one Vermeer S725TX mini skid steer, Felling trailer, and accessories in the not-to-exceed amount of \$48,000. Director of Operations, John Kramer recommended approval of the purchase. Denny Wiggins motioned, Theodia Gillespie seconded, and the Board of Trustees unanimously approved the purchase. Roll-call voting Aye: Alex Alexandrou, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan, Denny Wiggins, President, Chuck Anderson. Voting Nay: none. Motion carried.
- 11.10** Approve the contract award for the Phillips Park Aquatic Center filter renovations to Robe, Inc. in the bid amount of \$123,591. Director of Operations, John Kramer recommended approval of the contract award. Bob Vaughan motioned, Denny Wiggins seconded, and the Board of Trustees unanimously approved the contract award. Roll-call voting Aye: Alex Alexandrou, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan, Denny Wiggins, President, Chuck Anderson. Voting Nay: none. Motion carried.
- 11.11** Approve a four (4) year lease with TCF Equipment Finance for four (4) Toro 5900 Wide Area Mowers in the amount of \$76,934 in 2017, and \$76,684 in years 2018, 2019, and 2020. Director of Operations, John Kramer recommended approval of the lease. Rachel Ossyra motioned, Alex Alexandrou seconded, and the Board of Trustees unanimously approved the lease. Roll-call voting Aye: Alex Alexandrou, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan, Denny Wiggins, President, Chuck Anderson. Voting Nay: none. Motion carried.

12.0 CLOSED SESSION

- 12.1** Approve to convene into closed session of the Fox Valley Park District Board of Trustees. The subjects under consideration under the Open Meetings Act were read into the record by the Clerk of the Board. Rachel Ossyra motioned, Cynthia Penne seconded, and the Board of Trustees unanimously approved to convene into closed session at 7:30p.m. Roll-call voting Aye: Alex Alexandrou, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan, Denny Wiggins, President, Chuck Anderson. Voting Nay: none. Motion carried.

13.0 RETURN TO OPEN SESSION

Motion to leave closed session and return to open session was made by Denny Wiggins, seconded by Rachel Ossyra. Voice-vote was taken, Voting Aye; Alex Alexandrou, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan, Denny Wiggins, President, Chuck Anderson. Voting Nay: none. Motion carried. Return to Open Session at 8:14p.m.

- 13.1** Approve the Closed Session minutes from February 13, 2017. Motion to approve the Closed Session Minutes from February 13, 2017 was made by Alex Alexandrou, seconded by Rachel Ossyra. Roll-call voting Aye: Alex Alexandrou, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan, Denny Wiggins, President, Chuck Anderson. Voting Nay: none. Motion carried.

14.0 ADJOURNMENT

Motion to adjourn was made by Rachel Ossyra, seconded by Cynthia Penne. Voice-vote was taken, Voting Aye; Alex Alexandrou, Theodia Gillespie, Rachel Ossyra, Cynthia Penne, Bob Vaughan, Denny Wiggins, President, Chuck Anderson. Voting Nay: none. Motion carried. The meeting was adjourned at 8:15p.m.