



**FOX VALLEY PARK DISTRICT  
BOARD OF COMMISSIONERS**  
Serving the Fox Valley Park District  
Kane, DuPage, Kendall and Will Counties, Illinois  
**OPEN SESSION MEETING MINUTES**  
**October 19, 2020 5:30PM**  
Cole Administration Center  
101 W. Illinois Avenue, Aurora

**1.0 CALL MEETING TO ORDER**

President Anderson called the meeting to order at 5:30pm.

**2.0 PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**

President Anderson led the recitation of the Pledge of Allegiance at the 5:00pm Budget Workshop.

**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 in person or via teleconference pursuant to Governor Pritzker's Executive Order 2020-07 and subsequent orders: Mavis Bates, Al Broholm, Jerry Butler, Matt Hicks, Jr., Holly Scholz, and President Chuck Anderson. Absent: MaryAnne Cummings. A quorum was present. Also present via teleconference or in person: Executive Director Jim Pilmer, Attorney Gerald Hodge, Department Directors Ijams, Kramer, Leahy, Michael, Palmquist, Santoria and Summer, Interim Finance Director/Third Party Consultant Annmarie Mampe, and Assistant Director of Finance Jennifer Paprocki.

**4.0 ADDENDA TO THE AGENDA**

None presented.

**5.0 CONSENT AGENDA**

- 5.1 Approve the Open Session meeting minutes of September 24, 2020.**
- 5.2 Approve payables for the period ending September 30, 2020 in the amount of \$798,843.61.**
- 5.3 Approve the statement of estimated revenues and expenses for period ending August 31, 2020.**
- 5.4 Approve Department Directors and other reports.**
- 5.5 Approve the capital projects permitting fees & charges, cost summaries, and project bid schedule reports.**
- 5.6 Approve a 3-year contract with Cartegraph providing Asset Management Software services in the amounts of \$21,178.36 in fiscal year 2020 and \$127,070 in fiscal year 2021.**
- 5.7 Ratify \$85,061 to Artlip & Sons, Inc. for the purchase and installation of Ultraviolet Light HVAC equipment at District facilities.**
- 5.8 Approve Jeff Palmquist as Delegate representing Fox Valley Park District, and Dan Leahy as 1<sup>st</sup> Alternate, to the Annual Business Meeting of the Illinois Association of Park Districts Conference on January 30, 2021.**
- 5.9 Approve the Executive Director's compensation for the contract period November 1, 2020 through October 31, 2021.**
- 5.10 Approve the updated Debt Management Policy.**
- 5.11 Approve the updated Investment Policy.**
- 5.12 Approve the updated Revenue and Fees Policy.**
- 5.13 Approve the updated Fund Balance Policy.**

- 5.14 Ratify the purchase of playground equipment for the park at the 1.3-acre Copley Hospital site in the amount of \$53,530.31 through the OMNIA government cooperative purchasing organization.**
- 5.15 Approve the proposal submitted by Deuchler Engineering Corporation for construction engineering services for the Copley Hospital park construction in the amount not to exceed \$15,000.**
- 5.16 Ratify the additional engineering services by Deuchler Engineering Corporation for the Simmons Park pickleball and splash pad improvements in the amount of \$9,370.**
- 5.17 Approve the classification change of exempt employees to non-exempt employees.**

A motion and a second was made to approve the consent agenda as presented. Roll call voting Aye: Mavis Bates, Al Broholm, Jerry Butler, Matt Hicks, Jr., Holly Scholz, and President Chuck Anderson. Voting Nay: none, and the consent agenda was approved.

## **6.0 PRESENTATIONS AND SPECIAL RECOGNITION**

### **6.1 Fox Valley Park District eCARE Program**

Vice President Hicks presented a Recognition of Accomplishment to Jaime Ijams, Director of Recreation and the Recreation Department in appreciation of forward thinking to create and implement the FVPD's eCARE program. The program provides a valuable solution to working families and safe & active opportunities for school-aged children.

## **7.0 PUBLIC COMMENT**

None presented.

## **8.0 ATTORNEY BUSINESS**

None presented; however, Attorney Hodge thanked the staff for keeping him informed of District legal matters and questions as they arise.

## **9.0 EXECUTIVE DIRECTOR BUSINESS**

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

Director Pilmer informed the Board of Commissioners of the following:

- Fox Valley Park District will be the recipient of the Illinois Association of Park District's Best of the Best award for green practices. Awards will be given during a virtual ceremony on November 12, 2020.
- November 3, 2020 is declared a state holiday-Election Day-by Governor Pritzker. The Cole Center will be closed; however, the community centers will be open. Eligible employees who work that day will be given another day off with pay.
- Early voting in Illinois starts October 19, 2020 for all polling places besides County Clerk offices. Vaughan Athletic Center is an early voting site.
- An unscheduled aquatics audit was conducted at the VAC on October 17 with a result of "exceeds expectations".
- Jennifer Paprocki was named the new Director of Finance for the Fox Valley Park District, effective November 1, 2020. Jennifer has been with FVPD for 10 years and has a total of 15 years of experience in public finance.

## **10.0 CONTINUED BUSINESS**

None presented.

**11.0 NEW BUSINESS**

President Anderson requested that New Business Items 11.1, 11.2, and 11.3 be approved concurrently.

**11.1 Approve Resolution 20-019 approving a Voluntary Retirement Incentive Program.**

**11.2 Approve Resolution 20-020 401(a) approving a Money Purchase Plan Document.**

**11.3 Approve Resolution 20-021 approving Corporate Authority Relating to a Retirement Healthcare Funding Plan.**

Lisa Santoria recommended approval of Resolutions 20-019, 20-020, and 20-021 in relation to a voluntary retirement incentive program. A motion was made and seconded to concurrently approve Resolutions 20-019, 20-020, and 20-021. Roll call voting Aye: Mavis Bates, Al Broholm, Jerry Butler, Matt Hicks, Jr., Holly Scholz, and President Chuck Anderson. Voting Nay: none, and the resolutions were approved.

**12.0 CLOSED SESSION**

None presented.

**13.0 RETURN TO OPEN SESSION**

**13.1 Approve Closed Session Minutes from September 24, 2020.**

A motion and a second was made to approve the closed session minutes from September 24, 2020.

Roll call voting Aye: Mavis Bates, Al Broholm, Jerry Butler, Matt Hicks, Jr., Holly Scholz, and President Chuck Anderson. Voting Nay: none, and the closed session minutes were approved.

**13.2 President's Comments.**

None presented.

**14.0 ADJOURNMENT**

**14.1** A motion and a second was made to adjourn. Voice voting Aye: Mavis Bates, Al Broholm, Jerry Butler, Matt Hicks, Jr., Holly Scholz, and President Chuck Anderson. Voting Nay: none, and the meeting was adjourned at 5:52pm.

Respectfully submitted by:

Kim Nooncaster  
Board Secretary