



**OFFICIAL MINUTES
BOARD OF PARK COMMISSIONERS
APRIL 28, 2011**

The Oswegoland Park District Board of Park Commissioners met on the above date at South Point, 810 Preston Drive, Oswego, Illinois.

Convening the Meeting

President Bob Mattingly called the meeting to order at 5:32 p.m. Following the Pledge of Allegiance the Secretary called the roll. Commissioners Ebersole, Krase, Mattingly, Satlak, and Slover were physically present.

Staff in attendance included: Bill McAdam, Rich Zielke, Peggy Krahn, Nancy Woods, Cindy Benson, Margaret Gienger, Chad Feldotto, Brad Doyle, Grant Casleton, Nancy Casleton, Laura Finch, Ginny Bateman, and Linda Wilson.

Commissioner Elect Roy White and Derke Price, attorney, were in attendance.

Announcements and Changes to the Agenda

Communications

Consent Agenda

President Mattingly listed items on the Consent Agenda as follows:

Approval of minutes of the Special Budget Hearing of March 8, 2011

Approval of minutes of the regular open meeting of March 24, 2011

Acceptance of the Treasurer's report as of March 31, 2011

Approval of Payables for the period of March 29, 2011 – April 30, 2011 in the amount of \$525,191.78

Commissioner Ebersole made a motion to accept the Consent Agenda. The motion was seconded by Commissioner Slover.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, Satlak, and Slover
	Nays	0
	Abstain	0
	Absent	0

Board Business

Commissioners Comments

Commissioners and Bill McAdam welcomed Commissioner Elect Roy White.

Commissioner Slover thanked the dedicated personnel and staff for the opportunity to work with them.

Slover asked the incoming board to consider looking into a seven member board. He also suggested the incoming board look into Satlak's idea to create a five year budget/business plan as it will give exposure to the decisions made within the Park District. Slover suggested the incoming board discuss whether or not any vacation time should be rolled over at the end of the fiscal year.

Commissioner Krase said goodbye to Commissioners Satlak and Slover. Krase thanked Slover for his business insight and experience. She thanked Satlak for representing youth programming and his idea of community gardens and his effort to try to become paperless.

Commissioner Satlak thanked the board and staff for appointing him to the board and noted it has been an enjoyable experience.

Commissioner Ebersole thanked Satlak and Slover for doing a great job and thanked Krase for putting it so eloquently.

Commissioner Mattingly thanked Satlak for his idea of a frequent user program and commented that staff is currently working on the idea. Mattingly also suggested the board look into creating a Natural Resource Committee.

Commissioner Ebersole thanked Cindy Benson for including the percentages of program revenue for each area for summer programs. Ebersole also gave kudos to the Boy's Gymnastics Team on their season. Slover gave kudos to Cindy Benson for the fact based information she provided.

Commissioner Satlak suggested moving the Baby Ballerinas class on Saturdays to the morning.

Staff and Committee Reports

Executive Director

McAdam reported staffing changes made as a result of looking at needs and realigning talents. By making these changes, it saves the district the money approved for a part-time Human Resource Manager.

Peggy Krahn has been moved exclusively to the Human Resource Manager role.

Cindy Benson will take on the Executive Assistant responsibilities in addition to her Customer Service Supervisor role.

Kendra Potter will take on more of the day to day responsibilities for the CSR Department.

Mary Drew will utilize her organizational and support talents to continue supporting Mike Fee and the Operations staff. She will also assist the Natural Resource Department with organizing and clerical support.

McAdam mentioned he will assume the duties of Chairman for FVSRA as of May 1, and this is a two year position. He also reminded Commissioners to complete the FOIA and OMA Trainings for this year.

McAdam commented it was Administrative Assistant's week and thanked Peggy Krahn, Nancy Casleton and Cindy Benson and the CSR staff.

McAdam reported staff has met with two ADA consulting firms and will be choosing one in the near future. Commissioner Krase attended both ADA firms' presentations, and shared the second firm started their presentation by saying how great our staff was.

McAdam gave kudos to Operations staff for doing a phenomenal job getting the prairie burns done. He also commented on Claressa Cummins and Pearce's staff for serving 180 people for their Easter brunch. He reported that the Finance staff was putting together the information needed for the Golden Apple Award.

McAdam reported we should have lights at Prairie Point Community Park in the next 4-6 weeks. Zielke commented that the Co-Ed Softball League has a plan B if the lights are not ready. Six teams are participating in this league.

McAdam noted he will be mentoring Geneseo Park District for the Distinguished Agency accreditation. He commented the Village Board voted to suspend OEDC funding at their April meeting. This item will be revisited at the Village's May 3 board meeting.

Deputy Director

Zielke has been working with Finance on viewing financial software. They have attended three presentations and hope to have a recommendation on the May agenda. Zielke has been assisting Grant Casleton with the splash pad for Prairie Point Community Park; Tom Betsinger with the Athletic Fields at Prairie Point Community Park; Ginny Bateman with Kid's Connection and Recreation items; Peggy Krahn with Open Enrollment; Mary Drew with revising the Safety Manual.

Finance Director

Woods commented the site visits to view different financial software vendors were very helpful and allowed Finance personnel to see the different software capabilities. Woods reported the Tax Levy was finalized on April 8 and the actual tax rate was .3827 which is an increase of 1.2%, approximately \$65,000. Woods stated Brian Lefevre from Sikitch will be at the May board meeting to present the audit. Woods thanked Lina Bishop for leading the audit. Woods commented she hopes to release the Banking RFP on May 13.

Written Staff Reports

Fox Bend

Doyle reported there has been no flooding and the course is in great shape. Revenue is down about 17% for rounds due to weather, but season passes are up. Doyle commented that Claressa Cummins did a great job on events and that she will be offering a Mother's Day Brunch. Jackson Street Sounds is continuing to be a great venue. Doyle is continuing to monitor sound at the tent, and has been researching different speakers for the tent. Bob Kohlstedt has planted 6 trees by #18, as we are continuing to lose willow trees. Doyle suggested needing a long range plan for trees.

FVSRA

No Report

Foundation

Margaret Gienger reported the next meeting will be May 12 at OEDC. The Foundation will be selling pavers on May 7 during the Wine on the Fox event.

Action Items

Commissioner Slover made a motion to approve Ordinance 110428-1 granting a permanent easement to the Village of Oswego for access and egress purposes at Prairie Point Community Park. The motion was seconded by Commissioner Satlak.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, Satlak, and Slover
	Nays	0
	Abstain	0
	Absent	0

The motion to approve Ordinance 110428-2 approving land exchange with Oswego Community Unit School District 308 to correct boundaries for the South Point development was tabled until the May board meeting.

Commissioner Ebersole made a motion to designate the Chesterfield Skate Park as a beginners skate park and direct staff to remove the quarter pipe and half pipe and establish regulations and signage accordingly. The motion was seconded by Commissioner Krase.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, Satlak, and Slover
	Nays	0
	Abstain	0
	Absent	0

Commissioner Ebersole made a motion to authorize the budgeted wage increase of 1.5% for non-appointed employees effective May 1, 2011. The motion was seconded by Commissioner Satlak.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, Satlak, and Slover
	Nays	0
	Abstain	0
	Absent	0

Commissioner Satlak made a motion to approve the Oswegoland Park District Identity Protection Policy. The motion was seconded by Commissioner Krase.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, Satlak, and Slover
	Nays	0
	Abstain	0
	Absent	0

Commissioner Ebersole made a motion to eliminate the Seasonal Personnel Policy Manual. The motion was seconded by Commissioner Slover.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, Satlak, and Slover
	Nays	0
	Abstain	0
	Absent	0

Commissioner Ebersole made a motion to adopt the revised Part Time Personnel Policy Manual. The motion was seconded by Commissioner Slover.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, Satlak, and Slover
	Nays	0
	Abstain	0
	Absent	0

Commissioner Krase made a motion to approve Resolution 110428-1 conveying a five year, temporary construction easement at Briarcliff Park to IDOT for constructing improvements to IL Rt. 30. The motion was seconded by Commissioner Ebersole.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, Satlak, and Slover
	Nays	0
	Abstain	0
	Absent	0

Commissioner Krase made a motion to approve IDOT's March 8, 2011 Letter of Understanding for Rt. 31 intersection improvements including a multi-use trail crossing at Light Road. The motion was seconded by Commissioner Satlak.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, Satlak, and Slover
	Nays	0
	Abstain	0
	Absent	0

Commissioner Satlak made a motion to approve and distribute the Request for Proposal (RFP) for banking services. The motion was seconded by Commissioner Ebersole.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, Satlak, and Slover
	Nays	0
	Abstain	0
	Absent	0

Unfinished Business

New Business

Adjournment

The meeting was adjourned to Executive Session at 7:05 p.m. following a motion made by Commissioner Satlak and seconded by Commissioner Ebersole.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, Satlak, and Slover
	Nays	0
	Abstain	0
	Absent	0

Approved:



Peggy Krahn
Board Secretary
May 26, 2011