



**OFFICIAL MINUTES
BOARD OF PARK COMMISSIONERS
AUGUST 25, 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 5:30 p.m. Following the Pledge of Allegiance the Secretary called the roll. Commissioners Ebersole, Krase, Mattingly, Wass, and White were physically present.

Staff in attendance included: Bill McAdam, Rich Zielke, Nancy Woods, Cindy Benson, Margaret Gienger, Chad Feldotto, Brad Doyle, Ginny Bateman, Mike Fee, Kyle Rich, Grant Casleton, Cheryl Keilson, Joe Ciarnello, and Laura Finch.

Garry Vaccaro from Garry Vaccaro Consulting was in attendance. Lyle Rolfe, reporter for the Ledger-Sentinel; Steven Jack, reporter for the Oswego Patch; and Janette Sturges, reporter for the Beacon News, were also in attendance.

Guests in attendance included: Bill Gade, Todd Beary, Gary Eagleton, Carol Anaski-Figurski, and Dave Ruggles.

Announcements and Changes to the Agenda

Communications

Recognition of Visitors

Bill Gade addressed the Board regarding his opinions on the Board's fiscal responsibility. Specifically, Gade suggested cutting expenses by sending postcards to residents encouraging them to visit the Park District's website to view program offerings, or to pick a catalog up at one of the District's facilities, versus mailing catalogs. President Mattingly responded by clarifying that the District does not mail catalogs, but uses a delivery service. Commissioner Ebersole also responded by stating that not all residents have access to a computer and/or the internet. Ginny Bateman shared that in talking to Fox Valley Park District, she learned they noticed a 4.5% increase in their revenue when they changed from not delivering catalogs to delivering catalogs reaching residents that did not realize they lived within the District or the programs/services offered. Mattingly agreed the Board would continue to look into this. Gade commended the District on their beautiful Park District while noting he did not believe the District could afford what it has to offer. Gade suggested if the Board was going to look into outsourcing the golf course, they should look into outsourcing everything (i.e. maintenance). Gade commented he would like to see facility usage data. In addition, Gade commended the District's meeting agenda as it listed items showing the Board was looking into some budget items. Gade also addressed the allegations being made about the Oswegoland Park District having the highest spending in the country. Gade said he, along with the other residents, need to know if this is true or not. Mattingly responded by referencing the article "Oswegoland Park Board to Consider Terms," in the August 25, 2011 Beacon News publication by

Jenette Sturges. Sturges commented she pulled her figures from various Park Districts audits posted on their websites. Commissioner Wass added he did not believe the facts stated in the Beacon News and requested a meeting with Sturges to compare her data with the data he collected and stands behind. Gade ended by asking the Board to revisit the time the board meetings are held noting that 5:30 pm is not feasible for those who work and it also falls over dinner time. Gade suggested the Board look at moving their meeting time to 7:30 pm or 8:00 pm. Gade then added the Board needs to realize the District is a service business about making money and therefore, may need to look into cancelling some programs. Mattingly again responded by stating the Board will continue to investigate.

Gary Eagleton addressed the Board stating he also would like to see the Board look into changing the time of meetings to a later time.

Carolyn Anaski-Figurski addressed the Board inquiring about the Board looking into having more doggie bags placed throughout the parks. Anaski-Figurski noted she often uses the District's trails to walk her dog. McAdam responded the District is actually looking into finding a sponsor for the bags as they are fairly expensive. McAdam also noted the District tries to have bags available in the parks that have high traffic areas. Anaski-Figurski also suggested the District look into events, in addition to PrairieFest, such as Naperville's Rib Fest, to offset costs and maybe charities would assist in freeing up funds. Anaski-Figurski also suggested the District look into the programs that Batavia and Geneva Park Districts are offering, that our District is not, at higher costs. Anaski-Figurski concluded by noting it is nice to see free programs/events offered by the District.

Dave Ruggles addressed the Board by informing them that he and his family are users of the District's parks, facilities, and programs. In addition Ruggles noted he has volunteered on numerous occasions for the District, and has learned the District has some of the best staff. He does not believe others should attack the District's employees as they all do a good job. Ruggles commented he has seen the District lose some good staff to private groups who were able to offer staff more money. Ruggles stated he is proud of the Oswegoland Park District and the services and quality of programs offered.

Written Correspondence

Consent Agenda

President Mattingly listed items on the Consent Agenda as follows:

Approval of minutes of the regular open meeting of July 28, 2011

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

Approval of Payables for the period of July 30, 2011 – August 27, 2011 in the amount of \$477,529.84

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

Roll Call:	Ayes	Commissioners Ebersole, Kruse, Mattingly, Wass, and White
	Nays	0
	Abstain	0
	Absent	0

Board Business

President's Report

Commissioner Mattingly referenced a memo he distributed to all Commissioners regarding the need to schedule a Board Workshop Meeting to address various issues that have arisen and to be able to better provide staff with a direction to take on these issues specifically noting: possible survey, possible purchasing agent, possible golf course management company, options for Lake Bartlett, and possible televised board meetings. Mattingly is looking at scheduling this half day workshop sometime between October 3-5. Mattingly also reminded all present that board meetings are open meetings and therefore, the public is always welcome to attend.

Commissioner Comments

Commissioner Wass, in response to the discussion with guest, Bill Gade, stated he wants to see the compensation costs not covered by taxes. Wass would like to see the Board do something about cost structure. Wass also noted that the Board does not know what anything is costing which is why the District is looking at new financial software. Wass used Kid's Connection as an example, stating he does not believe this program is fully paid out of user fees (i.e. costs allocated for buses, office space), but the Board does not know because current reports do not show this information. His concern is that the District is charging one-third of their competitor's fees. Wass commented the taxpayers are the District's shareholders.

Commissioner White inquired about the 1.5% pay increase that was given to all staff this year. He was concerned about this increase basing it on the Village having wages frozen for over three years. White noted the Board needs to look at what it is costing taxpayers to provide this type of increase.

Commissioner Ebersole noted profit/loss is shown on the District's financial reports. Although it does take a little work, Ebersole commented the comparables have been there all along. Ebersole also shared that Park District employees had not received a raise in two years. This current year, the Board voted to give a 1.5% pay increase to all staff. Ebersole noted the Board was able to cover the cost of this decision. In addition, Ebersole added the District was the first to take a freeze on wages versus other municipalities. Ebersole also commented that when talking about cost comparisons, individuals are not comparing apples to apples. Ebersole used the District's Kid's Connection program as an example stating this program is unique, but it pays for itself. Taxpayers do not pay for this program. Ebersole also stated in regard to the budget, the Board has been working diligently with staff to get the golf course to pay for itself. Ebersole encouraged commissioners to go visit the District's parks and facilities and talk to the users. Ebersole concluded that the District is a service industry and is here to provide recreation activities for our community and we don't want to lose who we are.

Commissioner Kruse asked Wass to bring his resources to back his numbers to the Board Workshop Meeting. Wass agreed to bring this information. Kruse also inquired about the District's Triathlon running simultaneously with another Triathlon. Margaret Gienger explained in the future these two Triathlons will run on different dates. The District's will be more of a training event.

Staff and Committee Reports

Executive Director

McAdam congratulated Carolyn Murray and her lifeguard staff for exceeding expectations on all three of their Ellis Audits this summer. This is the first time in five years the District has exceeded in all audits in a season. McAdam also congratulated Lynne Yuill for her part in acquiring a \$1,400 grant from Childcare Resource and Referral that allowed the District to purchase music equipment and other items for our preschool program.

McAdam noted that WGN broadcasted live from Fox Bend Friday, August 19. McAdam thanked Mayor Brian LeClercq for setting this up as it was great, free publicity for the golf course. In addition, there was a great public turnout.

McAdam notified the Board the ADA Access Audit process began this week. The team has completed the audit at Civic Center Pool and Winrock Pool. The team, along with the help of staff members Mike Fee and Chad Feldotto, will continue to complete the field work over the next couple of months.

McAdam updated the Board that the Senior Olympics plan is still moving forward.

McAdam is continuing to review policies for the Distinguished Agency accreditation; complete fall park visits; collect background information for the Golf Course Committee meeting scheduled Monday, August 29; and meet with Gallagher regarding next year's costs for insurance.

McAdam congratulated Commissioner Ebersole on her pending retirement from Kendall County Forest Preserve.

Deputy Director

Zielke commented he is continuing to work on the items noted in his written staff report: working with Nancy Woods, Vaccaro Consulting, and Ancel, Glink to finalize Master, Software Maintenance, Software License, and Supplemental Agreements for the Springbrook financial software application; working with Fox Bend Staff and Executive Director on budget monitoring and forecasting; assisting the Director of Recreation and Marketing on various program operational and procedural functions within the department; working with the Director of Planning and Development on punch list items for Prairie Point Community Park; working with Sterling Network Integration regarding the implementation of a new network server. The server will be deployed with VMware which allows for the virtualization and consolidation of aging servers and future applications, for example Springbrook and WSUS (Windows Server Update Services); working with Finance staff on the annual PCI (Payment Card Industry) self-assessment questionnaire; assisted several families with scholarship assistance which allows the child(ren) of those families experiencing financial hardship to participate in recreational programs this fall.

Finance Director

Woods stated she has been finishing Distinguished Agency documentation and finalizing negotiations on the Springbrook contracts.

Written Staff Reports

Mattingly thanked staff for the work they did and continue to do.

Fox Bend

Doyle reported that August has been a more forgiving month for the golf course, and conditions are starting to come around with the cooler weather. The course has seen an increase of 500-600 rounds this month compared to last year. The golf course is extending an offer on Groupon. Doyle also noted the annual golf survey will be sent out soon.

White asked if the District has looked into bottles of seed to repair divots. Doyle responded that this was looked into about two year ago and seemed to be cost prohibitive. Krase reminded the Board that Fox Bend was built as a “show place,” with several different types of grass used, not allowing for only one type of seed to be used for divot repair. The Board agreed to discuss this further at the Golf Committee Meeting.

Fox Valley Special Recreation Association

McAdam reported that Tracey Crawford, currently the Assistant Director at FVSRA, will be leaving as she has accepted a new position as Executive Director for Northern Illinois Special Recreation Association (NISRA), and will be greatly missed. McAdam added the Board is working with Carolyn Nagle to see how to move forward with filling Tracey’s position.

Foundation

Gienger reported the next Foundation meeting is scheduled for Thursday, September 15, at 5:30 pm at Pearce’s.

Action Items

Commissioner Krase made a motion to ratify Ordinance No. 115026-1 Prevailing Wage Rates. The motion was seconded by Commissioner Ebersole.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, Wass, and White
	Nays	0
	Abstain	0
	Absent	0

Commissioner Ebersole made a motion to designate Mike Fee and Chad Feldotto as ADA Coordinators. The motion was seconded by Commissioner Wass.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, Wass, and White
	Nays	0
	Abstain	0
	Absent	0

Commissioner Wass made a motion to designate Bill McAdam and Cindy Benson as FOIA Officers. The motion was seconded by Commissioner Krase.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, Wass, and White
	Nays	0
	Abstain	0
	Absent	0

Commissioner Ebersole made a motion to reaffirm Resolution 08-08-01, A Resolution Concerning the Deleterious Effects of Phosphorous Based Fertilizer Products. The motion was seconded by Commissioner Wass.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, Wass, and White
	Nays	0
	Abstain	0
	Absent	0

Commissioner Wass made a motion to execute the contracts with Springbrook Software for the purchase, implementation, and ongoing support of the new accounting software system, in the amount of \$91,687. The motion was seconded by Commissioner Krase.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, Wass, and White
	Nays	0
	Abstain	0
	Absent	0

Unfinished Business

New Business

PrairieFest Recap

Margaret Gienger reviewed the PrairieFest Recap Memo that had previously been distributed to the Commissioners. Gienger commended the staff and the community for their support. Gienger also noted this year's Fest was the first one in three years that did not get stormed out any days/nights. Revenue was up \$13 from last year. Total revenue of \$228,333 reflects a \$20,000 drop in sponsorships. Gienger also explained the District gets \$0.35 of every \$1.00 spent on Windy City carnival rides. Gienger reported expenses for the Fest increased \$29,007 in large part to a \$10,000 increase in the cost of bands and a \$10,000 increase in staffing due to no rain outs.

Commissioner Krase commented on the online survey that was done, drawing attention to question #4 regarding Fest goers dining at Oswego restaurants, filling their car up with gas in Oswego, staying overnight in an area hotel, and making a purchase from an Oswego business. Krase recommended using this information to seek out sponsorships for next year's Fest.

McAdam thanked the Oswego Police Department and Captain Jensen for working so closely with the District to ensure everyone's safety, especially in light of the tragic things others have experienced. McAdam noted that by working closely with the Police Department we have been able to establish a forty minute window to clear the Fest grounds in the event of inclement weather.

Resident Survey

Commissioner Wass suggested the Board have staff provide them with an outline of a survey for the Board to discuss at their workshop meeting. Len then withdrew this suggestion when Mattingly addressed his concern for the staff time necessary to do this, as well as the public perception of staff conducting the survey. Mattingly suggested talking about the pros and cons at the workshop meeting. McAdam agreed to look into other organizations that do surveys, and gather survey information from other park districts.

Investigation of Fox Bend Management Outsourcing

Mattingly stated the Golf Committee will continue to look into the pros and cons of outsourcing and then will make a recommendation based on the information compiled. Wass shared he is neither for nor against outsourcing. He would just like the Board to get the facts and look at them, in addition to gathering information from outsourcing companies. Krase commented she thought the new accounting software will give a better picture of what the golf course is actually doing. White suggested talking to the people (i.e. staff) utilizing outsourcing at similar operations as Fox Bend. Mattingly reminded all present a Golf Committee Meeting is scheduled on Monday, August 29, at 5:00 pm at Prairie Point and is open to the public.

Term Limits and Term Lengths

Mattingly referenced an email received by the District's attorney, Derke Price, which stated term limits are not an option for the District. The District is authorized to choose between five and seven commissioners and four and six year terms. It is not authorized to impose term limits. Wass stated that if the Board agreed to look into term limits, the Board could try to get the law changed. Commissioners Mattingly, Krase, and Ebersole all agreed they had no interest in doing so as the public has the ability to vote out any commissioner they no longer want. Wass replied that term limits would allow for fresh ideas and turnover is a good thing. This item will be discussed further at the Board Workshop Meeting.

Adjournment

The meeting was adjourned at 7:19 p.m. following a motion made by Commissioner White and seconded by Commissioner Wass.

Roll Call:	Ayes	Commissioners Ebersole, Krase, Mattingly, Wass, and White
	Nays	0
	Abstain	0
	Absent	0

Approved:

A handwritten signature in black ink that reads "Cindy Benson". The signature is written in a cursive, flowing style with a large initial 'C'.

Cindy Benson
Board Secretary
September 22, 2011