



**OFFICIAL MINUTES
BOARD OF PARK COMMISSIONERS
JULY 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 5:30 p.m. Following the Pledge of Allegiance the Secretary called the roll. Commissioners Ebersole, Kruse, 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, Grant Casleton, Ginny Bateman, Mike Fee, Tom Betsinger, and Laura Finch.

Derke Price, attorney, and John McGovern, from Recreation Accessibility Consultants, LLC were in attendance. Lyle Rolfe, reporter for the Ledger-Sentinel, was also in attendance.

Guests in attendance included: Bill Gade, Jerri Powell, and Todd Beary.

Announcements and Changes to the Agenda

Communications

Recognition of Visitors

Bill Gade addressed the Board regarding his opinions on the Board's Fiscal Responsibility. Gade referenced Wass's campaign where Wass figured the cost per resident, and asked the Board to provide their cost per resident figure. Gade also asked the Board to track the usage of its current parks and facilities.

Jerri Powell addressed the Board stating she would like to see term limits on all boards. She commented she did not see the benefit in purchasing homes on Adams Street. She would like to see more fiscal responsibility. Powell also asked the Board to consider televised meetings or look at options to have meetings broadcasted. McAdam responded by saying he would look into this. Commissioner Wass suggested videotaping meetings and then looking into whether or not Comcast would televise them. Commissioner Ebersole added all expenditures are public knowledge. Any Commissioner would be happy to meet with any resident to review and explain expenditures. Ebersole also stated the Board receives its direction from the community as a whole.

Written Correspondence

McAdam provided Commissioners with a letter received from the Oswego Economic Development Corporation (OEDC). The letter thanked the Park District for their past support, and confirmed the OEDC Board has decided to close its office and lay off staff as a result of the Village Board of Trustees voting to end Village funding of the OEDC.

Consent Agenda

President Mattingly listed items on the Consent Agenda as follows:

Approval of minutes of the regular open meeting of May 26, 2011

Approval of minutes of the special open meeting of July 13, 2011

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

Approval of Payables for the period of May 28, 2011 – June 25, 2011 in the amount of \$795,569.98

Acceptance of the Treasurer's Report as of June 30, 2011

Approval of Payables for the period of June 25, 2011 – July 30, 2011 in the amount of \$666,837.28

Approval of the agreement for banking services with the Oswego Community Bank to provide banking services for the District, for the period beginning September 1, 2011 through August 31, 2014

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

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

Board Business

President's Report

Commissioner Mattingly thanked staff for the work they have been doing. Commissioner Wass and Mattingly thanked Operations for spraying poison ivy. Mattingly commented the Golf Committee meeting went well, but there is still a lot of work to do.

Commissioner Ebersole reported the Natural Resources Committee meeting also went well and Bartlett Lake is looking better. Wass and Ebersole agree to help the condition of the lake, residents need to limit phosphorous use. Ebersole suggested asking the Village to pass an ordinance requiring residents to limit the fertilizer used on their lawns. Ebersole also thought providing educational opportunities to the residents would help educate the community and bring awareness to how what they do affects other things. Ebersole added the additional plants in the water and along the shoreline have helped keep things from washing into the water.

Commissioner Comments

Commissioner Krase encouraged all Commissioners take time on their own to tour some of the District's programs. Krase commented she enjoyed the Limelight Theatre production she attended, as well watching the little baseball players in the park and seeing the amount of gymnasts that participate in our gymnastics program. Krase noted another Limelight production is scheduled August 3 – 6.

Commissioner Wass indicated he would like to see the District assign one of the staff to be the District's Purchasing Manager and be accountable for all District purchases. Commissioner White agreed this was a good idea. Commissioner Wass also asked to see a Profit/Loss statement on PrairieFest.

Commissioner Wass asked the Board to look into the benefits of outsourcing the golf course.

Commissioner Ebersole commended staff for working in this heat.

Staff and Committee Reports

Executive Director

McAdam thanked Margaret Gienger, and the entire staff, for pulling off another PrairieFest. This year's Fest went well and there was no rain.

McAdam noted the construction at Prairie Point Community Park is continuing. The plan is to open in soft phases, starting later this summer. The District will look at doing a park wide grand opening later next spring.

McAdam commented he has been visiting some of the District's parks and facilities. McAdam indicated the pool has been having a great season: 19,670 passes have been scanned (2,000 more than last year); 1145 participants have registered for our swim lesson programs; 150 out of 200 of our Otters Swim Team members attended the NCISC Conference meeting and took 5th place out of 14 teams.

McAdam thanked Nancy Woods, and the Finance staff, for all their work on the Banking RFP.

McAdam indicated the District is shooting for the Distinguished Agency Accreditation review this October. The next big task is completing the ADA requirements.

McAdam noted Operations in resurfacing one of the tennis courts at Briarcliff Park for a Pickleball court.

McAdam thanked Laura Finch for her work on the graphics for the Fall catalog, as well as the Program Supervisors for all the programs they have submitted. Fall catalogs are scheduled to be delivered July 31 – August 2.

McAdam reported the flag pole at Prairie Point was damaged in the storm. Commissioner White shared with Fee he learned from Six Flags if you purchase three flags and rotate them every 2 days, it prolongs the life of the flags.

McAdam shared Kid's Connection's Summer Camp Connection program is waiting on final approval to received their camp accreditation. McAdam thanked the Kid's Connection staff for their work on this process.

Deputy Director

Zielke commented the weather has been impacting every department. Condensation seeped through the roof at Civic Center, but thankfully no hardware was lost.

Zielke noted he is in the process of updating policies and procedures, as well as working with Woods on finalizing the Springbrook contract so it can be on the August agenda.

Zielke is completing a six month budget review and preparing for next year's budget.

Finance Director

Woods is working on the Finance requirements for the Distinguished Agency accreditation, as well as finalizing the banking RFP.

Woods stated the implementation of the Springbrook software will probably be a couple months behind schedule, as the set-up takes about three months before we can begin the actual training of the software. We are currently doing a business plan study and looking at our chart of accounts. Once this is complete, the next step is creating reports.

Written Staff Reports

Fox Bend

Doyle reported the weather has made this one of the hardest seasons. The course was down 2000 rounds and is down another 500 rounds this past week because of the heat and rain. USAG was able to get in their tournament between the two floods. This tournament provided good press for the course. The course is currently coming out of the second flood. Doyle noted he is currently reviewing budgets to see what and where costs can be cut to offset the lost rounds.

Doyle shared the restaurant's revenue is even with last year, and although rounds have been down, the sale of merchandise is only down a couple hundred from last year.

Fox Valley Special Recreation Association

McAdam distributed information to Commissioners on the upcoming FVSRA Foundation "Golf for the Stars" fundraiser that will be held at Fox Bend. Those interested can sign-up on FVSRA's website.

McAdam reported there will be no July FVSRA meeting. At the August meeting, they will discuss EAV's and look at structural changes they can proactively take.

McAdam shared that South Point hosted one of the FVSRA's day camps for this summer. McAdam also attended the "Day in the Park" event at St. Charles Park District's Potawanami Park where he had the opportunity to watch 700-800 kids have a fun time.

Foundation

Gienger reported the Foundation cancelled their Paddle for Parks fundraising event as it was rained out on two separate dates. The Foundation will discuss trying this event again this fall at their September 15 meeting.

Action Items

Commissioner Wass made a motion to approve the so presented list of equipment as surplus property and dispose of it via electronic recycling. 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 approve the purchase of a 1997 Ford F450 with 34' telescopic boom bucket truck from Premier Electric in the amount of \$9700. The motion was seconded by Commissioner Krase.

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

Commissioner Wass made a motion to approve the ADA Access Audit Consulting Agreement with Recreation Accessibility Consultants, L.L.C., alternate option 1, in the amount of \$52,926. The motion was seconded by Commissioner Ebersole.

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

Commissioner Krase made a motion to approve the ADA Access Audit Consulting Agreement with Recreation Accessibility Consultants, L.L.C., alternate option 2, in the amount of \$3,860. The motion was seconded by Commissioner Wass.

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

Commissioner White made a motion to award a contract to the lowest responsible and responsive bidder, Twin Oaks Landscaping, in the amount of \$47,697.24 for the Heritage Park Paving, Electric, and Landscaping project. The motion was seconded by Commissioner Ebersole.

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

Commissioner Krase made a motion to award a contract to the lowest responsible and responsive bidder, L.J. Dodd Construction, in the amount of \$105,203.05 for the Townsend Park Phase II Park Amenities and Landscaping project. The motion was seconded by Commissioner Ebersole.

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

Unfinished Business

New Business

Commissioner Wass asked the Board to look into having staff complete a comprehensive community survey. McAdam commented the District has been talking about doing this at the staff level and will bring information to the August meeting.

Adjournment

The meeting was adjourned to Executive Session at 7:10 p.m. following a motion made by Commissioner Ebersole and seconded by Commissioner White.

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

Approved:



Cindy Benson
Board Secretary
August 25, 2011