



**OFFICIAL MINUTES
BOARD OF PARK COMMISSIONERS
SEPTEMBER 22, 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, Mattingly, Wass, and White were physically present. Commissioner Krase was absent.

Staff in attendance included: Bill McAdam, Rich Zielke, Nancy Woods, Cindy Benson, Margaret Gienger, Chad Feldotto, Brad Doyle, Grant Casleton, Linda Wilson, Karen Zidlicky, Pat Walker, Julie Wright, Lina Bishop, and Laura Finch.

Lyle Rolfe, reporter for the Ledger-Sentinel; Steven Jack, reporter for the Oswego Patch; and Derke Price, Attorney, were also in attendance.

Guests in attendance included: Todd Beary, Richard Ayers, Scott Volpe, and Brent Lightfoot.

Announcements and Changes to the Agenda

Communications

Recognition of Visitors

Commissioner Mattingly welcomed Scott Volpe, a Village Trustee, and thanked him for the work he does. Volpe responded by thanking the District for the work they have been doing, specifically mentioning the Country Market that brings people to the downtown, one of the Village's goals, and for working with Village on the Concerts in the Park. He also thanked the District for the close ties they have with the Village and the great co-operation both organizations have. In addition, Volpe remarked he would like to learn more about phosphorous based fertilizer products in regards to the resolution the District reaffirmed on August 25, 2011.

Written Correspondence

Commissioner Mattingly read an email sent to Commissioner Wass from Joyce Gibbons asking the Board to recognize the reality of our economic circumstances.

Consent Agenda

President Mattingly listed items on the Consent Agenda as follows:

Approval of minutes of the regular open meeting of August 25, 2011

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

Approval of Payables for the period of August 27, 2011 – September 24, 2011 in the amount of \$477,633.30

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

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

Board Business

President's Report

Commissioner Mattingly discussed items to be included on the Board Workshop Meeting agenda: Community Survey, Golf Course, Bonds, Dog Parks, and Commissioner Wass's information and sources to back his financial data showing the Oswegoland Park District as being the highest priced park district. Wass asked if an item could be placed on the agenda regarding changing the time of board meetings from 5:30 to 7:00 pm as brought up by two guests in attendance at the August board meeting. The Board Workshop Meeting is open to the public and will be held from 8:00 am to Noon at the Little White School Museum on October 26, 2011.

Mattingly, in reference to Bill Gade's request at last month's board meeting to have board meeting agendas available online at least three working days before an Open Meeting, shared a memo that was sent to Bill Gade. The memo referenced the Illinois Open Meetings Act that requires the Park District to post an agenda for each regularly scheduled meeting at its principal office, and at the location where the meeting is to be held. In addition the agenda is posted on the District's website at least forty-eight hours in advance. The memo continued to state it is the practice of the Oswegoland Park District to post an agenda four days in advance.

In response to Bill Gade's concerns shared at last month's meeting regarding cutting expenses by not sending/mailing the District's brochure (program catalog) and lack of participation in District programs and facilities, Mattingly referenced the 2006 Oswegoland Park District Needs Assessment Survey Results. These results showed that 81% of residents surveyed were aware of the District's program offerings because of the Park District brochure they received and 25% learned of the District's programs because of direct mail pieces they received. Mattingly also referenced in the survey that 74% of residents surveyed used District parks; 61% participated in PrairieFest; 58% used District biking/hiking trails; 52% participated in District programs; 49% participated in special events; 33% utilized the District's Aquatic Park; 24% golfed at Fox Bend.

Mattingly also notified Commissioners that McAdam received notification that as of January 1, 2011, all Commissioners must take the Open Meetings Act training provided on the State's Attorney's website each year. Commissioners that have not completed this training for 2011 must do so by December 31, 2011.

Commissioner Comments

Commissioner Wass questioned the \$500,000 budgeted for grant money received and the \$32,000 actually received per the financial report. Woods answered by noting the District is currently finishing up

three projects that the District has not yet been reimbursed for: Prairie Point Community Park Phase II (should be reimbursed about \$400,000); Little White School Museum Grant (should be reimbursed \$100,000); Townsend Park Grant (should be reimbursed \$154,000). Before being reimbursed an audit on each project must be completed. Casleton added that the state usually has about a 4-6 week turnaround time on reimbursing these dollars once they receive the completed audit.

Wass also commented on the Beacon News article in one of last month's papers, by Janette Sturges contradicting his financial data regarding Oswegoland Park District being one of the highest priced park districts. Wass shared he met with Sturges after the August Board meeting to compare figures and found some discrepancies in her data used in her article. Reporter Steven Jack, from the Patch, apologized for interrupting Wass as he was sharing the results of his and Sturges's private meeting, but felt it was necessary to defend a fellow reporter who was not in attendance to be able to provide her account of the private conversation had with Wass.

Commissioner Ebersole thanked the Hilltop Gardeners for the work they do on the flower beds at Little White School Museum (Heritage Park), and for the \$1,000 donation they made to the District to be used towards the new blinds being installed in the meeting room at the museum.

Staff and Committee Reports

Executive Director

McAdam congratulated the Aquatic Staff for having a great season. The pool season has ended for this year. McAdam added the staff passed all three of their audits and that they were working on putting together a final report on this summer's pool season for the October board meeting.

McAdam reported he is continuing to work on putting together information for the October 26 Board Workshop Meeting, including items for Fox Bend discussion; Fox Bend staff survey; community survey and strategic plans; bonds.

McAdam shared staff is continuing to move forward on the Distinguished Agency accreditation process and converting Chesterfield Skate Park into a beginner's skate park.

McAdam participated in the Fox Valley Special Recreation Association Golf Outing that was held at Fox Bend, noting there were 38-40 players and this is an event they hope to do again next year at Fox Bend.

McAdam informed Commissioners that the District's Camp Connection received notification that they achieved National accreditation through the American Camping Association.

McAdam notified Commissioners that the Springbrook contract approved at the August board meeting in the amount of \$91,688, actually ended up being \$91,687.

McAdam reminded Commissioners about their invitation to attend the Annual Fall Staff Party that will be held on Friday, October 21 from 5:00 – 9:00 pm at Fox Bend.

Deputy Director

Zielke commented the initial discussions for the implementation of the new Springbrook accounting software have begun and he is continuing to work with Springbrook on developing a timeline. Implementation is scheduled to begin on November 1. Zielke also shared he is working with staff on next year's budget.

Finance Director

Woods stated she has been working with her staff on their board presentation for this meeting. Woods also added that a copy of the District's Purchasing Policy was distributed to Commissioners following up on a request that was made at the August board meeting.

Written Staff Reports

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

Fox Bend

Mattingly reported the Golf Committee met on August 29 and had four guests in attendance. He noted the meeting provided those present with good feedback and discussion. In response to some of the discussions had during this meeting, White added he believes it is important for the Board to look into building a dining hall and to move forward by meeting with an architect. White also shared he thinks the Board should move forward on a Fox Bend employee survey that could be completed anonymously as well as painting and putting a new roof on the Maintenance Building. McAdam shared that Bob Kohlstedt has begun working on getting quotes for the Maintenance Building projects and will also have Kohlstedt contact Leo Froelich Construction for a quote per White's suggestion.

Wass stated he was unable to attend the Golf Committee Meeting but asked for confirmation on an article he read showing Fox Bend projecting a \$148,000 loss for this year. Wass further added he does not believe non-golfers should have to subsidize Fox Bend. Wass requested McAdam provide him with three examples of how the District has started to cut costs and the amounts saved by these cuts. McAdam responded staff has already begun cutting payroll expenses and staffing, cutting landscaping expenses, and eliminating overtime for Maintenance staff. McAdam commented he could provide a report of the cost savings that were made and discussed at the August 29 Golf Committee Meeting. Wass requested McAdam bring this report to the Board Workshop Meeting on October 26.

Fox Valley Special Recreation Association

Wass inquired about a letter McAdam sent to Carolyn Nagle at FVSRA regarding the proposed expenditure of funds, in the amount of \$115,120, from the District's special recreation levy to pay for the cost of the construction of an accessible playground and poured-in-place resilient surfacing at Townsend Park. McAdam explained this letter is part of the process necessary to access funds available to the District because of the agreement with FVSRA.

Foundation

Gienger reported the Foundation met last week and finalized plans for the Second Annual Tree Planting at Prairie Point Community Park scheduled at 9:30 am on October 15. Gienger invited the Board and public to attend.

Action Items

Commissioner White made a motion to adopt the Moveable Soccer Goal Safety Policy the District is required to have in accordance to recently passed state statute. The motion was seconded by Commissioner Ebersole.

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

Commissioner Ebersole made a motion to adopt a resolution approving entering into a twenty year Recreational Lease with Commonwealth Edison Co. for the Waubonsie Trail. The motion was seconded by Commissioner Wass.

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

Unfinished Business

New Business

Nancy Woods, Director of Finance, along with her staff: Karen Zidlicky, Julie Wright, Lina Bishop, and Pat Walker, gave a presentation on the roles and responsibilities of the Finance Department staff.

Adjournment

The meeting was adjourned to Executive Session at 6:27 p.m. following a motion made by Commissioner Wass and seconded by Commissioner White.

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

The meeting was adjourned following Executive Session at 7:01 p.m. following a motion made by Commissioner Ebersole and seconded by Commissioner Wass.

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

Approved:

Cindy Benson
Board Secretary
October 27, 2011