



**OFFICIAL MINUTES  
OSWEGOLAND PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
FEBRUARY 18, 2016**

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

**CONVENING THE MEETING**

President Dave Krahn called the meeting to order at 5:30 p.m. Following the Pledge of Allegiance, the Secretary called the roll. Commissioners Behrens, Krahn, and Mattingly were physically present. Commissioners McCallough and Tartol were absent.

Staff in attendance included: Rich Zielke, Cindy Benson, Nancy Zenner, Brad Doyle, Cori Veverka, Ginny Bateman, Grant Casleton, Mark Mulford, Mike Fee, Kristie Vest, and Kristen Desler.

Lyle Rolfe, reporter for the Ledger-Sentinel was in attendance.

Guest in attendance included: Michele Dutton

**Announcements & Changes to the Agenda**

None

**COMMUNICATIONS**

**Recognition of Visitors**

Michele Dutton addressed the Board asking them to consider offering a family pass for the Aquatic Center. Ginny Bateman shared that the District did a complete analysis of pricing regarding family passes and she will forward this to the Board. In addition, Bateman shared that the District does offer a scholarship option for families looking for financial assistance.

**Written Correspondence**

The District received a thank you from the Yorkville Women's Club for their participation in the Operation Santa Toy Drive through the Kendall County Food Pantry.

**CONSENT AGENDA**

President Krahn listed items on the Consent Agenda as follows:

- Approval of minutes of the regular Board meeting on January 21, 2016
- Acceptance of the Treasurer's report as of January 31, 2016
- Approval of Payables for the period of January 22, 2016 – February 18, 2016 in the amount of \$509,875.72

Commissioner Mattingly made a motion to approve the Consent Agenda. The motion was seconded by Commissioner Behrens.

|            |         |   |
|------------|---------|---|
| Roll Call: | Ayes    | Commissioners Mattingly, Behrens, and Krahn |
|            | Nays    | 0   |
|            | Abstain | 0   |
|            | Absent  | Commissioners McCallough and Tartol         |

**BOARD BUSINESS**

**President's Report**

- No Report

## **Commissioner Comments**

- No Comments

## **STAFF AND COMMITTEE REPORTS**

### **Executive Director Report** (as reported by Rich Zielke)

- Met with Mike Clark, Executive Director at Palatine Park District and a member of the Distinguished Agency Accreditation Committee, along with Cindy Benson and Kristie Vest regarding the District applying for this accreditation. To begin the process, the District would need to submit an application by March 15 and the final evaluation would need to be done by Fall 2017. This accreditation is valid for five years and ensures the District is following best practices.
- Between the “Daddy Dinner Dance” and “Daddies, Dance, and Donuts” programs held the weekend before Valentine’s Day, we had 190 participants.
- New this year, we are offering “Mother Son Friday Night Fever” tomorrow evening, February 19. We have 66 participants registered.
- Congratulations to the USAG Girls who had 35 out of 37 gymnasts qualify for the state meet. This is the highest percentage the District has seen qualify in a single season.
- COW Meeting has been scheduled for February 22 at 6:30 p.m. at Prairie Point.
- Zielke and Krahn will be attending the IAPD Legislative Breakfast at the Vaughn Center on February 23.

### **Finance Director Report** (as reported by Nancy Zenner)

- Met with First National Bank to talk about potential products to offer to District staff such as education seminars/financial wellness. Looking to move forward with a staff survey to seek out topic ideas to offer.
- Moving forward with looking into using P cards or ACH for Accounts Payables to eliminate some of the District’s check stock. In checking with current vendors, about 40% of the District’s vendors would accept ACH or a P card for payment.

### **Written Staff Reports**

- Krahn shared that, as always, he appreciates the written staff reports as they allow the Board to see what is going on throughout the District.

### **Fox Bend Report** (as reported by Mark Mulford)

- Mulford provided an update regarding Pearce’s Restaurant including staffing, food and beverage menus, pavilion events, and the concession stand. Pearce’s is on target to be opened April 1. Staff will begin providing food and beverage service to golfers in the next week.

### **Fox Valley Special Recreation Association (FVSRA)** (as reported by Rich Zielke)

- FVSRA’s Foundation Meeting is February 19 to discuss their annual BBQ Dinner and Basket Raffle Fundraiser held in April.
- FVSRA’s next meeting is February 22.
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### **Little White School Museum** (as reported by Cathi Mundsinger, Oswegoland Heritage Association)

- “Bald Eagles: A Conservation Victory” will open the OHA’s winter/spring program series this Saturday, February 20 from 1:30-3:00 p.m. The cost is \$5 and walk-ins are welcome.
- Dr. Ed Bell will be presenting the program “Benefits and Joys of Beekeeping” on Saturday, March 5 from 1:30-3:00 p.m.
- Museum acquisitions this month include a pay telephone from the Park District and a purchase of the Oswego Vidette newspaper from 1873, vol. 1, no. 1. This is possibly the only copy in existence.
- The Heritage Association is meeting tonight, February 18, at 7:30 p.m.

**ACTION ITEMS**

Commissioner Mattingly made a motion to award a contract to the lowest responsive and responsible bidder, Evans & Son Blacktop, Inc. for the contract total of \$314,706.00 for the Prairie Point Community Park Parking Lot Addition project. The motion was seconded by Commissioner Behrens.

Roll Call:      Ayes                      Commissioners Mattingly, Behrens, and Krahn  
                     Nays                         0  
                     Abstain                      0  
                     Absent                        Commissioners McCallough and Tartol

Commissioner Mattingly made a motion to approve Change Order #1 for the Prairie Point Community Park Parking Lot Addition project to re-engineer the detention basin for a deduction of \$62,472.00 resulting in a revised contract sum of \$252,234.00. The motion was seconded by Commissioner Behrens.

Roll Call:      Ayes                      Commissioners Mattingly, Behrens, and Krahn  
                     Nays                         0  
                     Abstain                      0  
                     Absent                        Commissioners McCallough and Tartol

Commissioner Behrens made a motion to award a contract to the lowest responsive and responsible bidder, Utility Dynamics, for the contract base bid total of \$31,244.00 for the Prairie Point Community Park Parking Lot Lighting Improvements project. The motion was seconded by Commissioner Mattingly.

Roll Call:      Ayes                      Commissioners Behrens, Mattingly, and Krahn  
                     Nays                         0  
                     Abstain                      0  
                     Absent                        Commissioners McCallough and Tartol

Commissioner Mattingly made a motion to award a contract to the lowest responsive and responsible bidder, Evans and Son Blacktop, for the contract base bid total of \$70,560.00 for the Fox Bend Golf Course Parking Lot Resurfacing project. The motion was seconded by Commissioner Behrens.

Roll Call:      Ayes                      Commissioners Mattingly, Behrens, and Krahn  
                     Nays                         0  
                     Abstain                      0  
                     Absent                        Commissioners McCallough and Tartol

Commissioner Behrens made a motion to declare the 1997 John Deer Turf Gator (Serial #W00TURF001399) as surplus, to be sold at auction. The motion was seconded by Commissioner Mattingly.

Roll Call:      Ayes                      Commissioners Behrens, Mattingly, and Krahn  
                     Nays                         0  
                     Abstain                      0  
                     Absent                        Commissioners McCallough and Tartol

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**ADJOURNMENT TO EXECUTIVE SESSION**

The meeting was adjourned to Executive Session at 6:16 p.m. following a motion made by Commissioner Mattingly and seconded by Commissioner Behrens.

Roll Call:     Ayes             Commissioners Mattingly, Behrens, and Krahn  
                  Nays             0  
                  Abstain         0  
                  Absent          Commissioners McCallough and Tartol

**RECONVENE FOR ACTION ON TIMES DISCUSSED IN EXECUTIVE SESSION (If Necessary)**

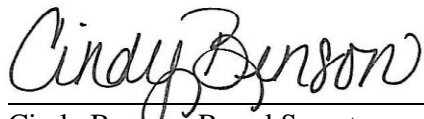
The meeting was reconvened at 6:36 p.m.

**ADJOURNMENT**

The meeting was adjourned at 6:36 p.m. following a motion made by Commissioner Behrens and seconded by Commissioner Mattingly.

Roll Call:     Ayes             Commissioners Behrens, Mattingly, and Krahn  
                  Nays             0  
                  Abstain         0  
                  Absent          Commissioners McCallough and Tartol

Approved:



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Cindy Benson, Board Secretary  
March 17, 2016