



**OFFICIAL MINUTES
OSWEGOLAND PARK DISTRICT
BOARD OF PARK COMMISSIONERS
MAY 17, 2018**

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

CONVENING THE MEETING

Vice President Tartol called the meeting to order at 5:32 p.m. Following the Pledge of Allegiance, led by Keith Zalewski, the Secretary called the roll. Commissioners Behrens, Ijams, McCallough, and Tartol were physically present. Commissioner Krahn was absent.

Staff in attendance included: Rich Zielke, Cindy Benson, Nancy Zenner, Tom Betsinger, Keith Zalewski, Chad Feldotto, and Brad Doyle.

Legal Counsel was not in attendance.

Guest in attendance included: Brian LeFevre (Sikich, LLP)

Announcements and Changes to the Agenda

None

COMMUNICATIONS

Recognition of Visitors

None

Written Correspondence

Zielke shared a thank you note received from MORE (a group from the Celebrate Differences organization) thanking museum staff for providing a tour for their organization.

Audit Presentation

Brian LeFevre from Sikich, LLP provided a presentation on the District's annual Comprehensive Annual Financial Report for the Fiscal Year ending December 31, 2017.

Brian LeFevre left the meeting at 5:55 p.m.

CONSENT AGENDA

Commissioner Tartol listed items on the Consent Agenda as follows:

- Approval of minutes of the regular Board meeting on April 19, 2018.
- Approval of minutes of the Committee of the Whole meeting on April 26, 2018.
- Acceptance of the Treasurer's report as of April 30, 2018.
- Approval of Payables for the period of April 20, 2018 – May 17, 2018 in the amount of \$493,603.03.

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

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

BOARD AND OPERATIONAL RESTRUCTURING

The restructuring of the Board was held with Secretary Benson presiding.

Nominations for the office of president were opened. Commissioner Ijams nominated Krahn for the office of President. There were no other nominations. Commissioner Behrens moved that nominations be closed and Secretary Benson be directed to cast a unanimous ballot for Commissioner Krahn for the office of President. The motion was seconded by Commissioner Ijams.

Nominations for the office of Vice President were opened. Commissioner McCallough nominated Tartol for the office of Vice President. There were no other nominations. Commissioner Behrens moved that nominations be closed and Secretary Benson be directed to cast a unanimous ballot for Commissioner Tartol for the office of Vice President. The motion was seconded by Commissioner McCallough.

Commissioner Tartol presided over the meeting from this point forward.

Tartol asked for a motion to fill the position of Secretary. Commissioner Ijams moved that Cindy Benson be appointed to fill the position of Secretary. The motion was seconded by Commissioner McCallough.

Tartol asked for a motion to fill the position of Treasurer. Commissioner Behrens moved that Nancy Zenner be appointed to fill the position of Treasurer. The motion was seconded by Commissioner Ijams.

Tartol asked for a motion to fill the positions of ADA Coordinators. Commissioner Behrens moved that Mike Fee and Chad Feldotto be appointed to fill the positions of ADA Coordinators. The motion was seconded by Commissioner McCallough.

Tartol asked for a motion to fill the positions of FOIA Officers. Commissioner Behrens moved that Rich Zielke and Cindy Benson be appointed to fill the positions of FOIA Officers. The motion was seconded by Commissioner McCallough.

Tartol asked for a motion to fill the positions of OMA Designees. Commissioner Behrens moved that Dave Krahn, Rich Zielke, and Cindy Benson be appointed to fill the positions of OMA Designees. The motion was seconded by Commissioner McCallough.

Tartol asked for a motion to fill the position of District Representative to the FVSRA Board of Directors. Commissioner Behrens moved that Rich Zielke be appointed to be the District's representative to the Fox Valley Special Recreation Association (FVSRA) Board of Directors and that in Zielke's absence, Tom Betsinger be appointed as alternate to the FVSRA Board. The motion was seconded by Commissioner McCallough.

Tartol asked for a motion to appoint the Park Board of Commissioners as a Committee of the Whole to serve as the Finance, Natural Resources, Personnel, Golf, and Grounds & Buildings Committees. Commissioner Ijams moved to appoint the Park Board of Commissioners as a Committee of the Whole to serve as the Finance, Natural Resources, Personnel, Golf, and Grounds & Buildings Committees. The motion was seconded by Commissioner McCallough.

Tartol asked for a recommendation from Zenner for Designation of Depositories. Zenner provided her recommendations to the Board regarding the Designation of Depositories. Commissioner Behrens moved to approve the list of Designation of Depositories as presented. The motion was seconded by Commissioner McCallough.

Tartol asked for a motion to confirm the schedule for reviewing the minutes of past Executive Sessions. Commissioner Behrens moved that the Board adopt the following policy and practice concerning minutes of the Executive Sessions: All minutes being held as confidential, and all minutes of Executive Sessions not yet reviewed, shall be reviewed by the Board of Commissioners in accordance with state law on a semi-annual basis at Executive Sessions called at the regular meetings of the Board in March and September of each calendar year and,

after reviewing the advice of counsel, the Board shall determine which minutes to release. The motion was seconded by Commissioner McCallough.

Tartol asked for a motion to retain the Ledger-Sentinel as the designated newspaper of record. Commissioner McCallough moved that the Ledger-Sentinel be retained as the District's Newspaper of Record. The motion was seconded by Commissioner Ijams.

Tartol asked for a motion to approve the foregoing motions, appointments, and recommendations. Commissioner Behrens made a motion to approve the foregoing motions, appointments, and recommendations. The motion was seconded by Commissioner McCallough.

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

BOARD BUSINESS

President's Report

- None

Commissioner Comments

- McCallough shared that she was excited to see the summer program offerings, as well as the new programs being offered this summer.

STAFF AND COMMITTEE REPORTS

Executive Director Report (as reported by Rich Zielke)

- Staff, along with Tartol and Ijams, interviewed three firms this week to hear their proposals to assist the District in completing a Comprehensive Master Plan. This committee is working on finalizing a decision regarding which firm to move forward with. The plan will take 9-12 months to complete.
- This year's Country Market begins on Sunday, June 4. The market will take place every Sunday, from 9:00-1:00 pm, through September 24. There are currently 40 vendors, nine of which are new to our market.
- Thank you to the 82 volunteers, along with 5 Park District staff, that came out and planted over 2500 prairie plants, 30 home grown native trees and broadcast spread a few hundred pounds of native prairie, woodland and wetland seed on Earth Day.
- This year's Country Market begins on Sunday, June 3. The market will take place every Sunday, from 9:00-1:00 pm, through September 30. There are currently 38 vendors, seven of which are new to our market.
- Limelight's first summer show "Beneath the Neon Lights" will take place June 7-10 at 7:00 pm at Murphy Junior High.
- PrairieFest is June 14-17
- Winrock Playground Renovation: Playground construction has started.
- Sealcoating Projects are underway.
- Work has begun for the Water Service & Drinking Fountain Project at Jaycee and Northampton Parks.
- All Staff Annual Meeting will be on May 22 from 7:00-8:30 pm at Oswego High School.
- Pass Splash (for passholders, OPD Staff and Commissioners) will be on Sunday, May 27 at the Civic Center Aquatic Park from 12:00-5:00 pm

Finance Director Report (as reported by Nancy Zenner)

- Completed rate changes for staff
- Working on finalizing several documents and completing new hire paperwork for summer staff

Written Staff Reports

- Ijams inquired about the Kayak and Segway Agreements that Betsinger was working on.
- Behrens inquired about the lockdown procedures Benson and Betsinger are working on with the Kendall County Sheriff's Department, and added that he was glad to see the District working to get such procedures in place.

Fox Bend Report (as reported by Brad Doyle)

- Continuing to work on maximizing tee times
- Using Dynamic Pricing
- Deck railing was installed and net panels were replaced on the driving range
- Volunteer program is continuing to work well

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

- Next meeting is May 22

Foundation (as reported by Chad Feldotto)

- Next meeting is May 21. This is the Foundation's Annual Meeting.
- Actively working on preparing for the PrairieFest Grand Prix

Little White School Museum

- None

ACTION ITEMS

Commissioner Behrens made a motion to accept and place on file the Comprehensive Annual Financial Report (CAFR) for the fiscal year ending December 31, 2017. The motion was seconded by Commissioner McCallough.

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

UNFINISHED BUSINESS

None

NEW BUSINESS

None

ADJOURN TO EXECUTIVE SESSION

The meeting was adjourned to Executive Session at 6:40 pm following a motion made by Commissioner McCallough and seconded by Commissioner Ijams.

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

RECONVENE

The meeting was reconvened at 7:09 pm.

ADJOURNMENT

The meeting was adjourned at 7:09 p.m. following a motion made by Commissioner Behrens and seconded by Commissioner McCallough.

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

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

Cindy Benson, Board Secretary
June 21, 2018