



**OFFICIAL MINUTES  
OSWEGOLAND PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
AUGUST 16, 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**

President Krahn called regular Park Board meeting to order at 5:30 pm. Following the Pledge of Allegiance, led by Nancy Zenner, the Secretary called the roll. Commissioners Behrens, Ijams, Krahn, and Tartol were physically present. Commissioner McCallough was absent.

Staff in attendance included: Rich Zielke, Cindy Benson, Nancy Zenner, Brad Doyle, Laura Finch, Tom Betsinger, Kristie Vest, Chad Feldotto, Clint Meyer, and Cori Veverka.

No visitors were in attendance.

Mark Heinle, Legal Counsel was in attendance.

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

**Announcements and Changes to the Agenda**

None

**COMMUNICATIONS**

**Recognition of Visitors (None)**

**Written Correspondence**

The District received a thank you from IAPD (Illinois Association of Park Districts) for the District's donation to their annual IAPD Leadership Classic Golf Outing. The District also received a thank you from the Kendall County Sheriff's Department for the District's collaboration with them on hosting National Night Out that drew about 600 people.

**CONSENT AGENDA**

President Krahn listed items on the Consent Agenda as follows:

- Approval of minutes of the regular Board meeting on July 19, 2018.
- Acceptance of the Treasurer's report as of July 31, 2018.
- Approval of Payables for the period of July 20, 2018 – August 16, 2018 in the amount of \$263,011.05

Commissioner Behrens made a motion to accept the Consent Agenda as presented. The motion was seconded by Commissioner Ijams.

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

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

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

## **BOARD BUSINESS**

### **President's Report** (shared by Board President Dave Krahn)

- Regarding Zenner's resignation from the District, Krahn thanked Zenner for her professionalism and attention to detail, noting that it was second to none. Krahn thanked Zenner for all she has done for the District and wished her all the success going forward, adding that she will be missed.

### **Commissioner Comments**

- Ijams shared that his family enjoyed the Civic Center Aquatic Park this summer. In addition, his daughter participated in the District's Flag Football program. Ijams shared that all staff for these program areas have been great.
- Tartol shared that she is looking forward to participating in the District's Adult Tap Class this Fall.
- In response to Tartol's inquiry regarding the Mud Volleyball event, Vest shared that it was a great event with twelve teams participating.

## **STAFF AND COMMITTEE REPORTS**

### **Executive Director Report** (shared by Rich Zielke)

- Regarding the Prairie Point Renovation Project, Dewbury has sent surveys to staff that work, or store items, at Prairie Point. They then held departmental group interviews to gain feedback to incorporate into future design options, as well as sent a team to Prairie Point to look at the structure of the building.
- A kick-off meeting was held with Lakota Group to begin the process for the District's Comprehensive Master Plan.
- Congratulations to our lifeguards on exceeding their third, and final, surprise audit by Ellis & Associates.
- Brew at the Bridge will take place on Saturday, September 15 down at Hudson Crossing Park. This event will run from 1:00-7:00 pm.
- Preschool Meet & Greet will be held on August 22, from 5:00-7:00 pm, at Prairie Point Community Park. Preschool registration for this school year is currently up 10% compared to last year at this time.
- The Fall catalog will be delivered August 4 with Resident registration for Fall programs began on August 9 (non-resident registration began today). We saw a 7% increase in registrations compared to last year's Fall registration day. In addition, 86% of the 1329 registrations processed on registration day were completed online, compared to the 14% completed through our front offices.
- The Foundation will be hosting the Leon McNair Golf Classic on Friday, September 7 at Fox Bend Golf Course, ending with a Steak Fry dinner in the Pavilion.

### **Finance Director Report** (shared by Nancy Zenner)

- Zenner thanked the Board for their support her last ten years with the District.

### **Written Staff Reports**

- Krahn thanked staff for continuing to provide written reports each month.

### **Fox Bend Report** (shared by Brad Doyle)

- No report.

### **Fox Valley Special Recreation Association Report** (shared by Rich Zielke)

- Next meeting will be held August 28.

### **Foundation Report** (shared by Chad Feldotto)

- Next meeting will be held August 28 at 6:00 pm at Pearce's to finalize the Leon McNair Golf Classic that will be held on September 7. Sponsorships are going well and the grand prize will be a 3-day California Golf Package.

**Little White School Museum Report** (shared by Rich Zielke)

- No report.

**PrairieFest Report** (shared by Kristie Vest)

Vest thanked the District’s Presenting Partner, First National Bank, for supporting terrific entertainment even in the 100+ degree weather. Although the hot temperatures decreased our crowd size, we realized an increase in budgeted revenue through a successful partnership campaign, renegotiating our beverage partner, and tiered rates in our Expo Village participation. The District had planned overages in expenses with the entertainment, bringing in a third national act, and increasing the overall entertainment commitment. With the heat, we were also able to decrease labor costs.

Vest also shared that upon review of the liquor license application, and conversations with the Village of Oswego, the District determined that both PrairieFest and Brew at the Bridge qualify for Special Event Retailer No-for-profit Liquor licenses, as described under Public Act 90-596. The exemptions will have beneficial effects on the bottom lines in 2019.

**ACTION ITEMS**

Commissioner Ijams made a motion to award a contract to the lowest responsive and responsible bidder, Abbey Paving Company, for the contract base bid amount of \$136,480.00 for the Fox Bend Golf Course East Parking Lot Resurfacing Project. The motion was seconded by Commissioner Behrens.

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

**UNFINISHED BUSINESS**

**Long-Term Investing**

Zenner shared that with interest rates starting to show positive signs, she and Zielke met with some financial institutions to look at possible opportunities for the District. Zenner recommended the District wait until a new Director of Finance is hired to pursue further options of staggering investments if rates continue to increase.

**2019 Budget Timeline**

Zenner shared the Board should entertain conversation a Committee of the Whole (COW) meeting on November 1 regarding the 2019 budget and the tax levy, in preparation of passing the Tax Levy Ordinance at the November 15 Board meeting. Zenner recommended an additional COW meeting on December 6 to review the 2019 proposed budget in preparation of passing the budget at the December 20 Board meeting. Tartol requested that when reviewing the 2019 budget that staff provide the Board with a detailed and prioritized list of 2019 Capital Projects.

**Fox Bend Amended Budget**

Zenner shared that when the 2018 budget was adopted, it was prior to DG Concepts taking over the Food & Beverage at Fox Bend Golf Course. Zielke shared that he plans to ask the Board to approve an amended Fox Bend budget at the September Board meeting that will reflect these changes.

**Superlative Asset Evaluation**

Finch shared that the Superlative Asset Evaluation for the District is nearing completion. This evaluation will identify District assets that might be of value to different organizations for sponsorships and revenue opportunities. Once staff reviews the draft provided by Superlative, Superlative will then provide a presentation to the Board at a future Board meeting.

Commissioner Ijams left the meeting at 6:09 pm.

**NEW BUSINESS**

None

**ADJOURN TO EXECUTIVE SESSION**

The meeting was adjourned to Executive Session, for the purpose of discussing Land Acquisition pursuant to 5ILCS 120/2(c)(5) of the Open Meetings Act, at 6:10 pm following a motion made by Commissioner Behrens and seconded by Commissioner Tartol.

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

**RECONVENE TO OPEN SESSION**

The meeting was reconvened at 6:21 pm.

**ADJOURNMENT**

The meeting was adjourned at 6:21 p.m. following a motion made by Commissioner Behrens and seconded by Commissioner Tartol.

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



Cindy Benson, Board Secretary  
September 20, 2018