



**OFFICIAL MINUTES  
OSWEGOLAND PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
FEBRUARY 21, 2019**

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 5:31 pm. Krahn then asked those in attendance to observe a moment a silence for the Henry Pratt Company victims.

Following the Pledge of Allegiance, the Secretary called the roll. Commissioners Behrens, Krahn, McCallough, and Tartol were physically present. Commissioner Ijams was absent.

Staff in attendance included: Rich Zielke, Cindy Benson, Tina Ward, Tom Betsinger, Laura Finch, Kristie Vest, Brian Everhart, Erik Enslin, Bob Kohlstedt, Cori Veverka, Chad Feldotto, Mike Seffrood, Karla Lundy, and Clint Meyer.

No guests were in attendance. Lyle Rolfe, Reporter for the Ledger-Sentinel, was in attendance. Derke Price, Legal Counsel, was in attendance.

**Announcements and Changes to the Agenda**

None

**COMMUNICATIONS**

**Recognition of Visitors**

None

**Written Correspondence**

Zielke shared that the District received a thank you form from the IAPD/IPRA All-Conference Awards Luncheon Coordinator thanking the District for again participating in their "Sponsor A Student Program."

**CONSENT AGENDA**

President Krahn listed items on the Consent Agenda as follows:

- Approval of minutes of the regular Board meeting on January 17, 2019.
- Acceptance of the Treasurer's report as of December 31, 2019.
- Approval of Payables for the period of January 18, 2019 – February 21, 2019 in the amount of \$252,844.77

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

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

Commissioner Ijams arrived at 5:33 pm

**BOARD BUSINESS**

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

- Krahn inquired about the District's procedures and training for an Active Shooter and asked that such procedures be written and finalized by the March Board meeting.

- Krahn inquired about the status of the District's salary/compensation survey. Zielke confirmed that GovHR is preparing the final draft and will present the results to the Board at the March 7, 2019 Committee of the Whole meeting.

### **Commissioner Comments**

- McCallough commented that the IAPD/IPRA Conference was wonderful and that she'd like to see more staff attend this conference.
- Tartol shared that she too enjoyed the IAPD/IPRA Conference.
- Tartol thanked Kendra Potter and Cindy Benson for doing an outstanding job identifying a suspicious email request that was received prior to acting upon the request.
- Tartol inquired about the survey results timeline from the Lakota Group regarding the District's Comprehensive Master Plan. Tom Betsinger confirmed that Lakota is currently compiling the data received from these surveys. In addition, the plan itself is scheduled to be completed the end of July, first part of August.
- Tartol thanked Kohlstedt for stepping up at the golf course and for sharing his ideas and suggestions.
- Ijams thanked the Finance Department for planning a fun Employee Appreciation Event.

### **STAFF AND COMMITTEE REPORTS**

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

- The District is deeply saddened by the incident that occurred last Friday at Henry Pratt. We send our condolences to those families that lost a loved one, and our thoughts are with the victims, and all those involved with this incident.
- Congratulations to the District's "Step Above Dance Company" on their first competition of the season at the Des Plaines Park District. STRIVE received a silver medal; DREAM received a silver medal and 3<sup>rd</sup> place in the ages 9-11 jazz category; BELIEVE received a silver medal; and INSPIRE received a silver medal for their lyrical dance and a gold medal for their jazz dance.
- Congratulations to Team Oswego. 80% of Team Oswego gymnasts have already qualified for state.
- Limelight's next performance "In a Lonely Place," part of their Winter/Spring Radio Play Series, will be held this Saturday, February 23 at 7:00 pm at Washington Center. Admission is \$8 in advance or \$10 at the door.
- SD308 approved the Fox Chase Playground Renovation Project. This project is part of a cooperative agreement the Park District has with SD308 to replace the two playgrounds at Fox Chase Elementary/Wormley Heritage Park.
- The Oswegoland Heritage Association's Museum Gallery Renovation Project is well underway. Plans are being made to host a Gallery Open House/Ribbon Cutting on Sunday, March 24. More information will be provided as details are finalized.
- Holding a series of Round Table discussions this week with staff to update them on District news, answer any questions they have, and listen to their ideas. The first discussion was held last night at Washington Center; the second was held this morning at Little White School Museum; and the final will be held tomorrow over lunch at Prairie Point.
- Community Open House is on Tuesday, February 26 at Boulder Point from 5:30-7:30 pm as part of the Comprehensive Master Planning Process.

Guest Tim Buividas (Corporate Learning Institute) arrived at 5:42 pm.

#### **Finance Director Report** (shared by Tina Ward)

- Staff is working on preparing for the audit. Auditors are expected the third week of March.
- The Work Comp audit took place on February 6, with no issues.
- Ward and Feldotto attended the IGFOA Training regarding the Grant Accountability & Transparency Act.
- Ward is meeting with Vest to begin PrairieFest Planning
- Continuing to review processes to look for opportunities to improve efficiencies

## Written Staff Reports

- No comments

## Fox Bend Report (as shared by Rich Zielke)

- Staff is preparing for the 2019 season
- DG Concepts is prepping and preparing for an April 1 open
- Staff is working on leagues and outings
- Operations is assisting where needed

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

- FVSRA's next meeting will be on February 26

## Foundation Report (shared by Chad Feldotto)

- Seeking final Board approval on the Memo of Understanding
- Veverka attended the Foundation meeting to share ideas to integrate and collaborate ideas between the Foundation and staff
- The Foundation's next meeting will be on March 12

## ACTION ITEMS

Commissioner Tartol made a motion to approve the Memo of Understanding between the Oswegoland Park District and the Oswegoland Park Foundation. The motion was seconded by Commissioner McCallough.

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

Commissioner McCallough made a motion to approve Ordinance No. 190221-1 declaring the 2004 Ford F250 2WD Pickup Truck (VIN# 1FTNF20L94ED64873) as surplus property to be sold for the highest compensation either "as is" to the highest bidder, or as scrap. The motion was seconded by Commissioner Ijams.

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

Commissioner Behrens made a motion to award a contract to the lowest responsive and responsible bidder, Wilkinson Excavating, for the Base Bid total of \$19,000, plus Alternates #1 and #2 for a Contract Total of \$27,200.00 for the Prairie Point Sanitary Service project. The motion was seconded by Commissioner McCallough.

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

## UNFINISHED BUSINESS

### Leadership Team / Strategic Plan Update

The following Action Teams presented an update to the Board: Values Team (represented by Cori Veverka); Committee Review Team (represented by Cindy Benson); Calendar Team (represented by Karla Lundy); and Storage Team (represented by Brian Everhart and Mike Seffrood). The Steering Committee is looking to add an additional 10 teams in 2019 to continue supporting the District's Strategic Plan.

## NEW BUSINESS

### ADJOURN TO EXECUTIVE SESSION

The meeting was adjourned to Executive Session, for the purpose of discussing personnel, pursuant to 5 ILCS 120/2(c)(1) of the Open Meetings Act, and for the purpose of discussing litigation, pursuant to 5 ILCS 120/2(c)(11) of the Open Meetings Act, at 6:38 pm following a motion made by Commissioner McCallough and seconded by Commissioner Tartol.

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

### RECONVENE TO OPEN SESSION

The meeting was reconvened at 6:56 pm.

### ADJOURNMENT

The meeting was adjourned at 6:56 following a motion made by Commissioner McCallough and seconded by Commissioner Tartol.

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



Cindy Benson, Board Secretary  
March 21, 2019