



**OFFICIAL MINUTES
OSWEGOLAND PARK DISTRICT
BOARD OF PARK COMMISSIONERS
FEBRUARY 27, 2020**

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 Ijams called the meeting to order at 5:34 p.m. Following the Pledge of Allegiance, the Secretary called the roll. Commissioners Behrens, Ijams, and Wise were physically present. Commissioners McCallough and Tartol were absent.

Staff in attendance included: Rich Zielke, Cindy Benson, Tina Ward, Keith Zalewski, Tom Betsinger, Bob Kohlstedt, Laura Finch, Chad Feldotto, Colleen McCarty, Kristen Desler, Cheryl Keilson, Mike Seffrood, Linda Hamilton, and Brian Everhart

Lyle Rolfe, Reporter for the Ledger-Sentinel, was in attendance. Mark Heinle, Legal Counsel, was also in attendance. Guests in attendance were Joe West, Dave Krahn, Lisa Garcia, Phil Solecki, Mike Schoppe, and Karen Clementi.

Announcements and Changes to the Agenda

None

COMMUNICATIONS

Recognition of Visitors

Veteran's Serenity Park Committee

Dave Krahn, on behalf of the Veteran's Serenity Park Committee, thanked the Park Board and staff for their involvement with the Veteran's Serenity Park project, as well as the District's and the Foundation's partnerships on this project. The Committee presented the Board with a commemorative plaque.



Joe West, Dave Krahn, Lisa Garcia, Phil Solecki, Mike Schoppe, and Karen Clementi left the meeting at 5:39 p.m.

Recognition of Years of Service

Ijams also congratulated Linda Hamilton (Fitness) on behalf of the Board, for her 25 years of service to the Oswegoland Community through her vision, commitment, and dedication. In recognition of Hamilton's service, Hamilton was presented a certificate recognizing her for her years a service, along with a gift certificate. An engraved paver with Hamilton's name and years of service has already been installed in the brick paver walkway at Hudson Crossing Park.

Ijams congratulated Cindy Benson (Executive Assistant), on behalf of the Board, for her 20 years of service to the Oswegoland Community through her vision, commitment, and dedication. In recognition of Benson's service, Benson was presented a plaque and will also receive an engraved paver with her name and years of service to be installed in the brick paver walkway at Hudson Crossing Park.

Linda Hamilton left the meeting at 5:42 p.m.

Written Correspondence

None

CONSENT AGENDA

Ijams listed items on the Consent Agenda as follows:

- Approval of minutes of the special Board meeting on January 28, 2020
- Acceptance of the Treasurer's report as of January 31, 2020.
- Approval of Payables for the period of January 17, 2020 – February 20, 2020 in the amount of \$346,929.34

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

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

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

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

BOARD BUSINESS

Commissioner Comments

- Ijams commented that he was impressed with the group that attended the first Citizen Task Force Meeting on February 27. He added that the group provided a great representation of the community.
- Behrens also commented on this Task Force Meeting, adding that he was pleased with the questions that were being asked.

STAFF AND COMMITTEE REPORTS

Executive Director Report (shared by Rich Zielke)

- Congratulations to our IT Coordinator, Scott Ellison on receiving his CCNA certification. CCNA (Cisco Certified Network Associate) is an information technology (IT) certification from Cisco Systems and is an associate-level Cisco Career certification.
- Team Oswego gymnasts were also awarded the following at the Harley Davidson Meet in Milwaukee, Wisconsin: Platinum team came in 1st in their session and 3rd overall; Silver placed 5th in their session; and Gold brought home a 7th place finish.
- Improvements are being made to the Fox Bend Clubhouse that includes painting, new carpet and a new front counter.

- Operations assisted in the installation of a UV film on storm windows; painted the foyer, washroom, doors, and railings; replaced the stair treads and ceiling tiles; and completely rebuilt the front stairs at the Little White School Museum.
- The Civic Center LED lighting conversion, with assistance from Verde Electric and a ComEd energy grant, has been completed.
- The Kendall County Board awarded the Oswegoland Park District \$30,000 in KC-TAP (Kendall County-Transportation Alternatives Program) funds to help with the estimated \$70,000 costs for ADA accessibility and safety upgrades for the Park District’s Grove Road Trail.
- Chamber Expo this Saturday, February 29 from 9:00-2:00 pm

Finance Director Report (shared by Tina Ward)

- Preparing for Financial Statement Audit
- Work Comp audit was completed the end of January and went very well
- Rolled out the employee review and merit recommendation process
- Received official word that the District again received the CAFR Award

Written Staff Reports

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

- \$51,000 was raised at the FVSR Foundation’s Northern Nights, Trees and Lights fundraising event.
- The Foundation’s next fundraiser, the Annual BBQ & Basket Raffle will be held on April 8 from 4:00-7:00 pm at the Vaughn Center. This is the 27th year for this fundraiser.
- A budget meeting has been scheduled in early March.

Foundation Report (shared by Chad Feldotto)

- Kicked off the “Give us 20 in 2020” fundraising campaign on Facebook the week of February 23. Donations can also be made through the District’s online registration software.

ACTION ITEMS

Commissioner Behrens made a motion to award a contract to the lowest responsive and responsible bidder, K&D Enterprise Landscape for the Base Bid Total of \$204,285.50 plus Alternate #1 for \$2,700.00 for a Contract Total of \$206,985.50 for the 2020 Playground Renovations. The motion was seconded by Commissioner Wise.

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

Commissioner Behrens made a motion to approve Resolution 200220-1, and the Anti-Harassment Policy formally known as Sexual and Other Forms of Harassment Policy. The motion was seconded by Commissioner Wise.

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

Commissioner Behrens made a motion to approve the new Alcohol and Drug Abuse Policy formally known as the Substance Abuse Policy. The motion was seconded by Commissioner Wise.

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

Commissioner Behrens made a motion to approve an updated Capital Assets Policy based on changes to the District's fund structure and recommendations from our auditing firm, Sikich, LLP. The motion was seconded by Commissioner Wise.

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

UNFINISHED BUSINESS

None

NEW BUSINESS

ADJOURN TO EXECUTIVE SESSION

The meeting was adjourned to Executive Session, for the purpose of discussing the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired, pursuant to 5 ILCS 120/2(c)(5) of the Open Meetings Act, at 6:10 p.m. following a motion made by Commissioner Behrens and seconded by Commissioner Wise.

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

RECONVENE TO OPEN SESSION

The meeting was reconvened at 6:30 p.m.

ADJOURNMENT

The meeting was adjourned at 6:30 p.m. following a motion made by Commissioner Behrens and seconded by Commissioner Wise.

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



Cindy Benson, Board Secretary
March 19, 2020