



**OFFICIAL MINUTES  
OSWEGOLAND PARK DISTRICT  
BOARD OF PARK COMMISSIONERS  
MARCH 17, 2022**

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 Wise called the meeting to order at 5:30 pm. The Secretary then called the roll. Commissioners Behrens, Ijams, Tartol, Wilson, and Wise were physically present.

Staff in attendance included: Rich Zielke, Cindy Benson, Tina Ward, Bob Kohlstedt, Keith Zalewski, Tom Betsinger, Chad Feldotto, Colleen McCarty, Laura Finch, Erik Enslin, and Mike Seffrood.

No guests were in attendance. Legal Counsel was not in attendance.

**Announcements and Changes to the Agenda**

- None

**COMMUNICATIONS**

**Recognition of Visitors**

- None

**Written Correspondence**

- None

**CONSENT AGENDA**

President Wise listed items on the Consent Agenda as follows:

- Approval of minutes of the regular Board meeting on February 17, 2022
- Acceptance of the Treasurer's report as of February 28, 2022
- Approval of Payables for the period of February 18, 2022 – March 17, 2022 in the amount of \$238,778.19

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

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

**BOARD BUSINESS**

**Commissioner Comments**

- None

**STAFF REPORTS**

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

- The District's Legal Counsel provided some FAQ's regarding the new Statement of Economic Interest form. The Secretary of State has not yet provided guidance regarding this new form. Commissioners and

staff are asked to review the FAQs and share any questions and concerns with Zielke to then share with Legal Counsel for clarification. The deadline to file this form with the County Clerk's Office is May 2.

- This past Tuesday was resident registration day for Spring programs. We saw 849 enrollments, which exceeded first day enrollment numbers from Spring or Winter/Spring from 2019, 2020 & 2021. 89% of those enrollments were completed online, with most registrations for Athletics with 347 registrations and Gymnastics with 274 registrations.
- The District received resolution regarding the arson that took place at the playground at Briarcliff Park. One minor was charged and pled guilty. He must complete 24 months of counseling, provide an apology letter to the District, and pay restitution in the amount of \$16,643.51.
- Congratulations to the Finance Department on being awarded the GFOA Certificate of Achievement for Excellence in Financial Reporting. This is the 12<sup>th</sup> year the District has received this award and is the highest honor given in governmental accounting and financial reporting.
- The Park Foundation has scheduled this year's Leon McNair Golf Outing for Friday, September 16.
- The District is looking at doing a phased approach to better support DEI (Diversity, Equity and Inclusion). This will be an ongoing effort.
- IPBC Board approved rates for the next benefit year. PPO will increase an average of 1.6%, HMO will increase an average of 2.7%, and Dental is decreasing an average of 4.9%.
- The District recognized staff earlier this month by having an Employee Appreciation Day where staff were able to receive a non-alcoholic beverage of choice.
- Staff is working on narrowing down potential projects for this year's OSLAD Grant. \$56 million in OSLAD grants has been budgeted for funding 2023 projects.
- Zielke inquired of the Board how they would like to receive information regarding several manual, ordinance and policy updates that staff will be working on over the next several months to prepare for Distinguished Accreditation. The Board asked to receive entire documents, with changes highlighted to review prior to asking for approval.
- FVSRA Foundation's annual BBQ & Basket Raffle is on Friday, April 8.
- Lobby furniture arrived at Boulder Point. Only a few punch list items remain. Staff have already begun utilizing the rooms to host larger staff meetings.
- The Golf Course officially opened this past Tuesday, March 15 and has seen about 250 golfers over these last three days.
- Zielke will be on vacation April 1-8.

### **Written Staff Reports**

- In response to Behrens inquiry regarding where the District is at determining how to use approximately \$5 million for facility improvements, Feldotto shared that staff met with Leopardo and Leopardo is finishing up touring all District facilities to provide staff with a list of items an architect is needed for, as well as a list of items a contractor is needed for. Leopard plans to have this information to staff in the next 1-2 weeks. Staff will then be able to use this information to put together an RFP.
- Behrens asked Feldotto to provide the Board with a list of the District's playgrounds replacement schedule.
- In response to Wilson's inquiry regarding the Prairie Point front office renovations, Feldotto shared that the original CSR office has been reconfigured into two staff offices, one will be for Feldotto and one for Potter. In addition, a counter has been built in the lobby area. Carpet was installed today and furniture will begin to be moved into the new offices in the next week or so.

### **Fox Bend Golf Course Department Report**

Kohlstedt shared with the Board an overview of Fox Bend's 2021 season, including comparisons to past seasons. Kohlstedt also shared the 2021 highlights including a significant increase in all programming categories, an increase in rounds and revenue, and 2021 capital improvements that were completed, as well as the projects planned for 2022.

**ACTION ITEMS**

Commissioner Behrens made a motion to award a contract to the lowest responsive and responsible bidder, Hacienda Landscaping, for the Base Bid Total of \$380,078.50 plus Alternate #2 for \$14,331.00 for a Contract Total of \$394,409.50 for the 2022 Playground Renovations. The motion was seconded by Commissioner Tartol.

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

Commissioner Behrens made a motion to authorize the Executive Director to enter into a professional technical services agreement with Strand & Associates for the 2023 Hudson Crossing Restroom Project in the not-to-exceed amount of \$71,500.00. The motion was seconded by Commissioner Ijams.

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

Commissioner Ijams made a motion to approve the Improvement and Dedication Agreement with CalAtlantic Group, LLC, for the development of a neighborhood park in the new Hudson Pointe development. The motion was seconded by Commissioner Tartol.

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

Betsinger left the meeting at 6:33 pm.

Commissioner Wilson made a motion to award a contract to the lowest responsive and responsible bidder, Hollembek Construction, Inc. in an amount not to exceed \$330,000 for the Fox Bend Golf Course Improvements. The motion was seconded by Commissioner Ijams.

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

Commissioner Wilson made a motion to award a contract to Patriot Pavement Maintenance for the 2022 Sealcoating Program through the use of the Park District’s joint purchase agreement with the Village of Oswego in the contract amount of \$31,847.11. The motion was seconded by Commissioner Tartol.

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

**UNFINISHED BUSINESS**

- None

**NEW BUSINESS**

- None

**ADJOURN TO EXECUTIVE SESSION**

The meeting was adjourned to Executive Session, for the following purpose(s): for the review of Closed Session Minutes for the purposes of approval by the body of the minutes and/or semi-annual review of the minutes, pursuant to Section 5 ILCS 120/2(c)(21) of the Open Meetings Act at 6:26 p.m. following a motion made by Commissioner Ijams and seconded by Commissioner Wilson.

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

**RECONVENE TO OPEN SESSION**

The meeting was reconvened at 6:48 p.m.

**ACTION ITEM**

Commissioner Behrens made a motion that upon review, all Closed Session minutes shall remain closed as sufficient reasons exist to keep these minutes confidential at this time. The motion was seconded by Commissioner Wilson.

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

**ADJOURNMENT**

The meeting was adjourned at 6:49 p.m. following a motion made by Commissioner Tartol and seconded by Commissioner Ijams.

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

  
 Cindy Benson, Board Secretary  
 April 21, 2022