



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

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

1. CONVENING THE MEETING

1.1. Call to Order

President Behrens called the meeting to order at 5:30 p.m.

1.2. Pledge of Allegiance

1.3. Roll Call

Commissioners Present: Behrens, Ijams, Tartol and Wilson
Commissioner Absent: Wise

Staff in Attendance: Rich Zielke, Cindy Benson, Tina Ward, Laura Finch, Chad Feldotto, Keith Zalewski, Kendra Potter, Tom Betsinger, Jennifer McFall, Allison Janis, Kristie Vest, Lou Ramadani, Donna Para, Kim Lambrecht, and Zack Donati

Visitors in Attendance: Jenine Boes

1.4. Announcements & Changes to the Agenda

Zielke asked that Agenda Item 7.1 (Seeking a motion to approve a contract with Leopardo Companies, Inc. for construction management services for facility improvement projects.) be removed from the agenda until the "Draft" agenda can be finalized pending a software update. Staff plans to ask the Board to approve this contract at the December 15, 2022 Board meeting.

2. PUBLIC TRUTH IN TAXATION HEARING

2.1. Convening the Public Truth in Taxation Hearing for the Approval of a Proposed Tax Levy Increase for the

Oswegoland Park District.

President Behrens opened the Public Truth in Taxation Hearing at 5:33 pm on the proposed Property Tax Levy Ordinance levying and assessing the taxes of the Oswegoland Park District of the counties of Kendall and Will and the State of Illinois for the fiscal year beginning January 1, 2023 and ending December 31, 2023.

2.2. Explanation of Proposed Tax Levy

Ward provided an explanation of the proposed tax levy.

2.3. Receipt of Comment

Behrens asked for comments from Commissioners. Hearing none, Behrens if anyone else would like to present oral testimony regarding the proposed tax levy.

Resident, Jenine Boes, addressed the Board asking them to provide clarification, as well as look at possible considerations for reducing expenses, regarding some specific budget items (i.e. wellness incentives, memberships and dues, books and subscriptions, SD308 wages, bank charges). Boes asked that the District confirm that money is be spent and allocated appropriately. Boes also asked that when possible, for transparency purposes, the District avoid using acronyms in its budget detail. In addition, Boes inquired about any updates and/or changes the District plans to make to its Master Plan. Lastly, Boes asked the Board to consider starting future Board meetings at a later time to allow for the possible attendance of more residents.

Following oral testimony, Behrens asked Benson to read any written testimony, if any such testimony was received, regarding the proposed property tax levy. Benson shared that no such written testimony was received.

Behrens then shared that everyone had been given an opportunity to present written or oral testimony concerning the proposed Property Tax Levy.

2.4. Closing the Public Truth in Taxation Hearing

Hearing no further testimony, Behrens asked for a motion and a second that the Public Hearing be adjourned.

Motion to close the Public Truth in Taxation Hearing at 5:45

p.m.

Moved by: Dannielle Wilson

Seconded by: Bob Ijams

Aye Bob Ijams, Sandy Tartol, Dannielle Wilson, and
Dave Behrens

Carried 4-0

3. COMMUNICATIONS

3.1. **Recognition of Visitors**

(The public is asked to limit comments to five (5) minutes.)

None

3.2. **Written Correspondence**

None

4. CONSENT AGENDA

4.1. **Approval of minutes of the Committee of the Whole Park Board meeting on November 3, 2022**

4.2. **Acceptance of the Treasurer's report as of October 31, 2022**

4.3. **Approval of Payables for the period of October 21 - November 17, 2022 in the amount of \$439,128.81.**

Motion to accept and approve the Consent Agenda as presented.

Moved by: Sandy Tartol

Seconded by: Bob Ijams

Aye Bob Ijams, Sandy Tartol, Dannielle Wilson, and
Dave Behrens

Carried 4-0

5. BOARD BUSINESS

5.1. Commissioner Communications

Behrens commented on how amazing the District's Food Pantry Garden is at Prairie Point, and how impressed he is with the number of volunteers that assist with maintaining it.

6. STAFF REPORTS

6.1. Executive Director Report (Rich Zielke)

- Thanked staff for participating and preparing a dishes for a staff Thanksgiving Feast.
- The Shared Services Group is nearing the end of its current IGA (Intergovernmental Agreement). Many of these groups are in favor of renewing this agreement that allows for shared pricing among group members and will look into putting together an updated IGA to bring forward for each agency's review prior to the current IGA's expiration.
- Will be participating in a series of five meetings with Kendall County to update its Multi-Jurisdiction Hazard Mitigation Plan. This plan is updated every 5 years. Kendall County is utilizing the services of American Environmental to assist with updating the plan. The first meeting will take place on January 4, 2023.
- Congratulations to Fox Valley Special Recreation Association's (FVSRA) football team on securing it's second state championship.
- The next regular Board meeting will be on December 15, 2022.

6.2. Finance Report (Tina Ward)

- Financial Statements and the Balance Sheet provided show that the District is staying on target and trending with the District's expectations.

6.3. Human Resources Report (Keith Zalewski)

- Making sure our Policy Manual addresses the two changes to laws that affect Illinois Employers beginning January 2023, if needed: (1) ODRISA (One Day Rest In Seven Act) Amendment – The amendment removes the

term “calendar week” and now requires “at least twenty-four consecutive hours of rest in every consecutive *seven-day period* and (2) Family Bereavement Leave Act - The act is an amendment to the Child Bereavement Leave Act

- Recruiting numbers continue to stay consistent.

6.4. **Written Staff Reports**

- Wilson shared that she loves seeing the fun and on trend programming continue.
- Wilson gave a shout to the Finance Team for their work in putting together a list of Vendor Information.
- Wilson thanked Ramadani for jumping right into his new role as the General Manager at Fox Bend Golf Course.
- Tartol shared that she was glad to see the District's "Pink Out" celebration so well received and supported by staff.

6.5. **Department Board Presentation: Marketing & Customer Service**

Laura Finch, Kendra Potter (Customer Service Supervisor), and Allison Janis (PR & Graphic Design Coordinator) presented an overview of the Marketing & Customer Service Department. The goal of the Marketing & Customer Service Department is “To Connect our Community to the Parks, Programs, Services, and Facilities we provide.” The presentation highlighted Customer Service, Reservations, Branding and Awareness.

Resident, JoAnn Drews -DiPasquantonio, arrived to the meeting at 6:18 p.m.

7. **ACTION ITEMS**

7.1. **REMOVED FROM AGENDA**

- 7.2. Motion for board approval authorizing the Executive Director to finalize a one-year fuel contract with Feece Oil Co. from December 29, 2022 until December 28, 2023.

Moved by: Dannielle Wilson

Seconded by: Bob Ijams

Aye Bob Ijams, Sandy Tartol, Dannielle Wilson, and
Dave Behrens

Carried 4-0

- 7.3. Motion to approve Ordinance #221117-1, an ordinance levying and assessing the taxes of the Oswegoland Park District of the counties of Kendall and Will and the State of Illinois for the fiscal year beginning January 1, 2023 and ending December 31, 2023.

Prior to voting on the approval of Ordinance #221117-1, Behrens asked Resident JoAnn Drews -DiPasquantonio if she would like to address the Board. Drews -DiPasquantonio shared that she had read an article online that caught her attention regarding the District's proposed tax levy increase and so she came to the meeting tonight to seek clarification and to better learn and understand the tax levy process.

Moved by: Sandy Tartol

Seconded by: Dannielle Wilson

Aye Bob Ijams, Sandy Tartol, Dannielle Wilson, and
Dave Behrens

Carried 4-0

- 7.4. **Motion to approve the Park Board Meeting Schedule for fiscal year 2023.**

Moved by: Bob Ijams

Seconded by: Sandy Tartol

Aye Bob Ijams, Sandy Tartol, Dannielle Wilson, and
Dave Behrens

Carried 4-0

8. UNFINISHED BUSINESS

8.1. Capital Improvement Plan Update

Feldotto provided the Board with the latest revision of the Capital Improvement Plan. As previously discussed at past meetings, the 2023-2026 Capital Improvement Plan has been updated as requested to list what revisions have been incorporated as well as a first look at the FY2023 Facility Improvement Projects. The District will continue to finalize the anticipated facility improvement budget numbers per facility for the FY2023 budget approval for December Board meeting.

8.2. FY2023 Budget Review

Since the Committee of the Whole meeting on November 3, 2022, staff has made minor edits to the revenue lines, in particular the tax levy budgets. These changes did not have an overall effect on the budget; they were a reallocation of the tax levy amounts between some of the funds – in particular the Corporate, IMRF, Audit, Worker’s Compensation, and Museum Funds. Because these changes are nominal, staff will not be providing updated reports at this time. Updated reports will be provided prior for review for the Committee of the Whole meeting on December 1, 2022. The Board will then be asked to approve the FY2023 Budget at the December 15, 2022 Board meeting.

9. NEW BUSINESS

9.1. Existing Aquatics Facility Assessment

During Park Board meetings this past fall, staff and the Board have briefly discussed the future of our aquatics facilities with an emphasis on the Civic Center Aquatic Park. In order to plan for the future, we need an understanding of our existing conditions. Feldotto & Betsinger contacted Tom Poulos from Williams Architects/Aquatics, who lead the design and install of the zero-depth pool at Civic Center in the mid 1990’s, and discussed establishing a current state of the Civic Center Aquatic Park, Winrock Pool and the splash pad at Prairie Point Community Park to look toward their futures with the mechanicals and features that exist today, as well as take a

look at life expectancy over the course of the next five years and identify immediate, short term and long term improvements and maintenance to be included in future operational and capital budgets. The assessment will evaluate structures, pools, amenities, decks, major systems and aquatic filtration systems to establish a current replacement value of each facility. Staff plans to ask for the Board to approve moving forward with this assessment at the December Board meeting.

- 10. ADJOURN TO EXECUTIVE SESSION (If Necessary)**
- 11. RECONVENE FOR ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION (If Necessary)**
- 12. ADJOURNMENT**

Motion to adjourn the meeting at 7:13 p.m.

Moved by: Bob Ijams
Seconded by: Dannielle Wilson

Aye Bob Ijams, Sandy Tartol, Dannielle Wilson, and Dave Behrens

Carried 4-0

Cindy Benson, Board Secretary

Cindy Benson, Board Secretary
Minutes approved on December 1, 2022