

### Minutes

The Regular meeting was called to order at 6:30 p.m. Present were Commissioners Brauer, Gunderson, Hunter, Jones, Lenertz, Spelman and Voelz, Director Major, Superintendents Felix and Hoffmann.

President Lenertz resided.

President Lenertz led in the Pledge of Allegiance.

#### Public Hearing

A public hearing to approve a property tax levy increase for the West Chicago Park District. President Lenertz asked if anyone would like to speak in regards to the Ordinance. Venessa Lopatka of 1S631 Verdon Drive in Winfield, IL addressed the Board.

#### Public Participation

Dave Tornga of 28W340 Flanders Lane in Winfield, IL addressed the Board.

The Board congratulated the 103# Gold Wildcat Youth Football Team on their recent Super bowl win. Each Player and Coach was presented with a plaque from the Board.

President's Comments - None

#### Consent Agenda

Commissioner Brauer moved to accept all items under the Consent Agenda. Commissioner Gunderson seconded the motion, roll was called, and motion carried 6-1.

Vote: Brauer, Gunderson, Hunter, Jones, Lenertz, Voelz – Yes; Spelman – Abstain

#### Director's Report

The following activities are of special note regarding Park District activities and projects.

- The District will receive a \$50,000 grant through WDSRA to address ADA infrastructure concerns. In meeting with WDSRA it was determined improvements at the Easton Park facility would qualify. Currently we are working with Williams Architects in laying out a new usage plan. Improvements would include new handrail, new ADA bathrooms, replace carpet, replace windows and install deck on west side of facility, design an entry for the basement, turn the basement into a game room, improve the outside facing, possibly replace roof. Not all these will qualify, but after evaluation we can determine the level of additional funds which should be or not be committed.
- The District has begun the layout for the trail grant at Kress Creek Farms. A 1.5 mile trail has been determined and surveyed. This project will go out to bid in Jan. 2012 and be completed in 2012. This is an 80% grant from the State.
- Williams Construction has offered to provide a cost estimate for the proposed community center when redesigned. This will be in addition to a cost estimate provided by Leopardo Companies.
- Have worked extensively with Sink Combs Architects on developing a new floor plan for the community center. When options become ready, they will be presented to the Board.
- Hosted After Business reception for the Chamber at 830 Hawthorne Lane. Good attendance, great food from Belgio's.
- Met with Icemiller, bond counsel, concerning the referendum question and relevant technical needs.
- Attended Alliance meeting and spoke with Wheaton Bible about hosting programs at the new community center.
- Toured a new recreation center in Dundee and spoke with architects and contractors regarding processes, construction issues, etc.

- Investigate warm water therapy pools at Wheaton Sports Complex, CDH, Delnor Rehab and two aquatic consultants regarding the evaluation of installation.
- Met with the WeGo for Kids Steering Committee.

### **Superintendent of Recreation's Report**

Director Major addressed questions in regards to the recreation department.

### **Superintendent of Park's Report**

This is a recapitulation of staff activities from October 30<sup>th</sup> thru December 2, 2011.

**Weather highlights:** None

### **Department Highlights:**

#### **Reed-Keppler Park:**

Low areas, on athletic fields, were filled in with pulverized black dirt. These areas were acting like bird baths when it rained. Twenty four yards of dirt were used mostly on the lacrosse/football fields.

The original coring of fields did not result in the type of plug that was needed to be pulled. The coring tines were replaced and a deeper core was pulled.

#### **Pioneer Park:**

There is no accessible path to diamond 6 from the parking lot. To correct this, a small retaining wall is being installed between home plate and the first base dugout along Forest St. The wall will allow a 6 foot wide path to be installed behind the dugout to the bleachers.

#### **Easton Park:**

The park project will continue as soon as normal maintenance tasks no longer need to be performed. The aerator was removed on December 1<sup>st</sup>.

#### **Kress Creek Farms:**

The trail has been marked out and is currently being surveyed.

#### **Dyer-Riverwoods Farm:**

Construction of the path is close to completion.

#### **Hampton Hills Park:**

The aerator was removed on December 1<sup>st</sup>. I have informed John Smith, alderman and resident, that we will leave the excavation hole, by the transformer, alone until spring to fix it. This will give time for the soil to settle over the winter.

#### **Cornerstone Lakes**

Aerators have been removed and sent in for servicing. The playground was tagged the week of December 4<sup>th</sup>. A police report was made and immediately cleaned up.

#### **Other Notes:**

The staff will be taking vacation time over the next few months to recharge and get ready for the challenges that we will be undertaking the next season.

### **Superintendent of Finance's Report**

The written report from the Superintendent of Finance was delivered to the Board as part of the consent agenda prior to the meeting.

### **Committee of the Whole**

- I. Commissioners Present: Hunter, Gunderson, Jones, Lenertz, Brauer, Spelman, Voelz
- II. Gary presented a referendum task list that he and George K. Baum put together. The list outlined several items that need to be completed in the month of December and ready to go for January. Gary went down the list with each item being discussed in detail by the commissioners. The Commissioners discussed putting together a master calendar so that they know who will be doing what. The Commissioners also discussed the

number of volunteers needed, where to store campaign signs and off-site office space for phone canvassing. Gary also passed out referendum guidelines to all Commissioners on what the District can do and not do as we go through the process. A draft of the letter that will be sent to voters was also discussed. A few modifications to the letter will be before it is sent out. The Commissioners will hold Coffee with the Commissioners every Saturday in January, February and through the third week in March. Other ideas on how to reach the community and where were brought up including talking to parents at the high school during swimming and basketball practices, city-wide activities, other organizations' meetings and Park District events. The five key points of the palm piece were discussed and determined. Gary will go to civic organization meetings to do presentations however it was decided that a commissioner should also be present. The concept plan of the Community Center was discussed with Gary going over both options. Gary reported to the Commissioners that he officially disbanded the referendum task force committee and that a new core group needs to be formed. Key locations around town to place signage were discussed.

- III. The updates and improvements at Easton Park were discussed. Improvements are being made to make the park ADA accessible with a \$50,000 grant from WDSRA.
- IV. Gary reported that he is delaying the Manville Oaks bike trail project.
- V. There will be a staff holiday party at Dominick's from 1-3 p.m. on Friday, Dec. 16.
- VI. Miscellaneous
  - a. The Illinois Parks and Recreation Association conference will take place in Chicago from Jan. 26-28. Commissioners were asked to confirm their attendance.
  - b. Gary went over the district's calendar of events for December with Commissioners.
  - c. A donation of \$500 to Norton Creek School for a fundraising event was discussed.
  - d. A list of those items to be included in the board packet for next week was determined.

The meeting was adjourned at 8:05 p.m.

#### **Old Business**

Commissioner Voelz moved to approve Ordinance 11-06. Commissioner Brauer seconded the motion, after an explanation from Superintendent Hoffmann, roll was called, and motion carried 6-1.

Vote: Brauer, Gunderson, Hunter, Jones, Lenertz, Voelz – Yes; Spelman – No

#### **New Business**

Commissioner Jones moved to approve Ordinance 11-07. Commissioner Gunderson seconded the motion, roll was called, and motion carried 6-1.

Vote: Brauer, Gunderson, Hunter, Jones, Lenertz, Voelz – Yes; Spelman – No

Commissioner Voelz moved to approve Ordinance 11-08. Commissioner Hunter seconded the motion, Commissioner Spelman expressed his concern in regards to the Ordinance and asked the Board to reconsider, roll was called, and motion carried 6-1.

Vote: Brauer, Gunderson, Hunter, Jones, Lenertz, Voelz – Yes; Spelman – No

President Lenertz stated during the November 15, 2011 Special Meeting the board discussed moving back to committee assignments as they had done in the past. There will no longer be a Committee of the Whole, instead there will be a Finance Committee, Recreation Committee and Building and Grounds Committee. The meeting dates and times will be established and sent to the Secretary. Commissioner Spelman asked that the minutes reflect the fact that President Lenertz spoke of the committee assignment discussion from a meeting that took place in executive session and was never voted upon in regular session.

Commissioner Spelman spoke about a recent facility and park tour he was given and presented the board with several pictures of items he does not believe are Park District Property. Commissioner Spelman asked for the items to be inventoried or removed.

Director Major informed the Board of staff's decision to move Chili Fest back to the American Legion with 100% of the proceeds going to the Illinois Fire Safety Alliance for Camp I am Me.

**Executive Session**

Commissioner Voelz moved to convene into Executive Session for the appointment, employment, compensation, discipline, performance or dismissal of an employee, pursuant to Section 2(c)(1) of the Open Meetings Act.

Commissioner Gunderson seconded the motion which carried by voice vote.

The Board convened into Executive Session at 7:43pm

The Board rose from Executive Session at 8:16

Director Major asked for clarification from the board in regards to directives given to employees by board members. A brief discussion ensued.

There being no further business to come before the Board, Commissioner Voelz moved to adjourn the meeting. Commissioner Jones seconded the motion which carried by voice vote.

The meeting adjourned at 8:24pm

Respectfully Submitted,

Melissa L. Medeiros, Secretary