

**THE LISLE PARK DISTRICT
JOURNAL OF PROCEEDINGS
REGULAR MEETING
JULY 21, 2011**

CALL TO ORDER AND ROLL CALL: President Cook called the meeting to order at 7:03 p.m. in the Lisle Park District Community Center Board Room, 1825 Short Street, Lisle, IL 60532.

Roll Call:	Commissioners Present:	Hough Kanzler (absent) Carballo Morse Cook
	Also Present:	
	Director	Garvy
	Superintendent of Recreation	Toohy
	Superintendent of Operations	Leone
	Superintendent of Parks	Cerutti
	Superintendent of Finance	Silver
	Human Resources Manager	Welge
	General Manager	Shamberg
	Chef	Mancini
	Golf Operations Manager	Culbertson

PLEDGE OF ALLEGIANCE: President Cook led those assembled in the Pledge of Allegiance.

President Cook called for a moment of silence for the passing of Andy Yender.

PRESENTATIONS:

A. Bob K. Scholarship recipients, Timothy Saul, Jr. and Tijana Popovic

Specialist Staats awarded scholarships to students Tijana Popovic and Timothy Saul, Jr.

B. Introduce Todd Shamberg, Wheatstack General Manager

Director Garvy introduced Todd Shamberg as the new General Manager and Rich Mancini as the Chef of Wheatstack. Manager Shamberg thanked the board for the opportunity to be part of the park district. Chef Mancini stated he has enjoyed working at Wheatstack since February and is glad to have Manager Shamberg on board

C. Creative Hospitality Associates, Wheatstack Update

Director Garvy introduced Brian Margulis and Chuck Hamburg from Creative Hospitality Associates. Mr. Margulis stated they will discuss where we were, where we are, and where we want the restaurant to be. He explained the changes made in standard operating procedures, branding, aggressive marketing, menu trends, and staff training.

Wheatstack's June 2011 total sales have increase by 3% compared to years 2010 and 2009. Manager Shamberg reported he is going to focus on customer service and training as his first priority and would like to decrease costs over the next five months. He added that he is happy to work with Chef Mancini who has an incredible amount of culinary experience and is numbers-focused when it comes to controlling food costs. Manager Shamberg plans to do weekly food and liquor inventories and also to implement secret shopping.

Commissioner Carballo stated he has noticed the improved levels of service, food quality and cleanliness of the bathrooms and facility and thinks we are going in the right direction. He asked if the community has been accepting of the name Wheatstack. Director Garvy replied the response was mixed at first but when the concept reasoning behind the name selection has been explained to the customer they have embraced it. Mr. Margulis stated an elevator script was prepared for staff so they could explain the name to guests and he has observed firsthand it being recited to guests. He added that Managers Rodak and Thomspson stepped up to help out greatly during the transition of general managers.

Commissioner Morse stated she is impressed with everything coming together; the service has improved and the food is amazing. Director Garvy reported Commissioner Kanzler reported to him earlier in the day that she and her husband had dined there last night and felt the experience was very positive.

PUBLIC COMMENT:

None.

APPROVE MEETING AGENDA

MOTION: Commissioner Hough moved to approve the meeting agenda for the regular meeting for Thursday, July 21, 2011. Commissioner Morse seconded the motion. There was no further discussion and the motion passed unanimously by voice vote.

CONSENT AGENDA ITEMS

MOTION: Commissioner Hough moved to approve consent agenda items A-D:

- A. Minutes of Regular Meeting of June 16, 2011
- B. July 21, 2011 Voucher List in the amount of \$529,167.68
- C. Award 1925 Ohio Street underground piping to Volt Electric in an amount not to exceed \$11,400.
- D. Award 1925 Ohio Street security system to Countywide Detective Agency in an amount not to exceed \$11,500.
- E. Award 1925 Ohio Street Interior Furnishings Contract to Villa Park Office Equipment in the amount of \$38,973.35

Commissioner Morse seconded the motion.

Roll Call:

Ayes: Hough, Morse, Carballo, Cook
Nays: None
Absent: Kanzler

Motion passed.

E. Award 1925 Ohio Street Interior Furnishings Contract to Villa Park Office Equipment in the amount of \$38,973.35

Director Garvy reported that upon further review of their submittal, staff noticed the bid omitted an office. The total should be \$40,622.58; but they still remain the lowest bidder. He added we should be able to get the total down by at least \$1500 by altering some of the furniture items through value engineering as explained by the VPOE representative. He reported staff is also bringing over some existing furniture to save on costs. Commissioner Hough asked about the preschool furniture. Superintendent Toohey reported existing furniture will be brought over with a six year rotation plan of replacing furniture.

MOTION: Commissioner Hough moved to award 1925 interior furnishings contract to Villa Park Office Equipment in the amount not to exceed \$40,622.58. Commissioner Morse seconded the motion.

Roll Call:

Ayes: Hough, Morse, Carballo, Cook
Nays: None
Absent: Kanzler

Motion passed.

COMMUNICATIONS

Superintendent Toohey shared a petition created by a second grade camp participant to request the pool concession stand sell popcorn. She had 70 people sign it and the concession stand is going to start selling popcorn.

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Award the 2011 Paving Contract

Commissioner Hough asked if this was the same vendor the Village of Lisle has used. Superintendent Cerutti said yes and they come highly recommended by Village staff as a contractor who has done good work.

MOTION: Commissioner Hough moved to award the 2011 Paving Contract to Denier, Inc. in an amount not to exceed \$45,072.00. Commissioner Morse seconded the motion.

Roll Call:

Ayes: Hough, Morse, Carballo, Cook

Nays: None

Absent: Kanzler

Motion passed.

STAFF REPORTS

A. 1925 Ohio Street

Director Garvy reported on the progress of the 1925 building, stating LJ Morse has made up time to stay on target for an early September substantial completion.

B. Park Vandalism

President Cook expressed his frustration over the reoccurring park vandalism. Director Garvy stated he shares the frustration; staff time and resources are being wasted. He has instructed police that the park district fully intends to press charges if they catch anyone vandalizing park district property.

Commissioner Carballo asked if the police have bike patrols to police the parks and suggested we ask them to increase their patrolling of parks. He also recommended signage in the parks stating we will prosecute those who vandalize and reference state statute and fines. He requested staff do a cost analysis for surveillance cameras in major parks. Director Garvy stated staff will look into it and focus on parks with structures such as picnic shelters. Superintendent Cerutti stated he is working with a surveillance company for 1825 and 1925 buildings and can discuss options with them for our parks.

President Cook stated years ago we had a contract with the Village Police and an officer would do a special watch in our parks until 11:00 pm. Unfortunately, vandalism would still occur after that time. Commissioner Hough questioned why it wasn't automatic for the police to make a pass by the parks. Director Garvy stated they do, but they would have to patrol the paths on foot to really make their presence known. President Cook suggested an awareness initiative for the neighbors and motions sensors with lights.

Superintendent Toohey reported he went on the bus trip tour to Navistar's plant in Michigan where they will manufacture the bus they are providing to the district. President Cook stated it was nice to see how the bus is built and the quality of the materials and workmanship.

Commissioner Hough asked about the partnership with Benedictine University as explained in Superintendent Toohey's report. Superintendent Toohey stated it's an adult institute, like a trip to Lincoln Library in Springfield.

Commissioner Hough asked about the Battle of the Bands. Superintendent Toohey stated Supervisor Gianatasio is organizing a battle of the bands for teens at the State Fair.

Commissioner Hough asked if we could establish reciprocity of local pools in the future so patrons have an alternative if the pool is closed due to unforeseen circumstances, like the power outage. Superintendent Toohey stated he is meeting with Naperville and Woodridge park districts to implement something permanent. Director Garvy added he wants to set it up in the district's recreation registration software so it can be as easy as just a click of a button. President Cook stated staff did a great job coordinating the use by our residents of neighboring pools in such a short time period.

President Cook stated he is sad to see Coordinator Miller leave the park district to relocate and wishes her well.

PARTNERS FOR PARKS REPORT

None

SEASPAR REPORT

Director Garvy reported the audit is almost complete and they are interviewing firms to conduct a update to the agency's strategic plan.

OFFICER REPORTS

A. President

President Cook reported he went on the Navistar bus trip, employee picnic, and the Support Our Troops event at Cantigny. He thanked staff for working together during the power outage.

B. Treasurer Financial Reports ending June 30, 2011

Superintendent Silver reported we received the tax dollars in June and we are managing a balanced budget.

C. Commissioners' Reports

Commissioners Morse and Carballo attended the 4th of July Parade. Commissioners Morse and Hough volunteered to pick up garbage one morning for the festival.

COMMITTEE REPORTS

A. Buildings and Grounds

None.

B. Recreation and Golf

None.

C. Personnel/Technology

None.

D. Policies and Procedures

None.

E. Intergovernmental

None.

F. Finance

None.

ADJOURN OPEN MEETING

MOTION: Commissioner Hough moved to adjourn the open meeting at 8:55 p.m. Commissioner Morse seconded the motion. There was no further discussion and the motion passed by voice vote.