

**THE LISLE PARK DISTRICT
JOURNAL OF PROCEEDINGS
REGULAR MEETING
February 16, 2017**

I. CALL TO ORDER AND ROLL CALL: President Cook called the meeting to order at 7:02 p.m. in the Lisle Park District Recreation Multipurpose Room, 1925 Ohio Street, Lisle, IL 60532.

Director Garvy Called Roll:

Commissioners Present:

Altpeter
Buchelt
Cook
Hough
Richter

Also Present:

Director
Superintendent of Recreation
Superintendent of Marketing
& Fund Development
Superintendent of Parks
Superintendent of Finance
General Manager
Golf Operations Manager

Garvy
Toohey
Leone
Cerutti
Silver
Shamberg
Culbertson

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

III. PRESENTATIONS

None.

IV. PUBLIC COMMENT

None.

V. APPROVE MEETING AGENDA

Motion: Commissioner Hough moved to approve the meeting agenda for the regular meeting for Thursday, February 16, 2017. Commissioner Buchelt seconded the motion. There was no further discussion and the motion passed unanimously by voice vote.

VI. CONSENT AGENDA ITEMS

Motion: Commissioner Altpeter moved to approve consent agenda items A, B, C, D, E, and pull item F.

- A. Approve Minutes of Regular Meeting of January 12, 2017.
- B. Approve the February 16, 2017 Voucher List in the amount of \$284,548.17.
- C. Award 2017 Aquatic Weed Control Services Contract to Clarke Aquatic Services in the amount of \$19,540.00.
- D. Approve the Reservation dates of Sunday, September 24, 2017 for the Barkapalooza, Dog Walk and Pet Expo event in Community Park.
- E. Approve Reservation dates of June 26th to July 5th 2017 for the annual Eyes to the Skies Festival Event to be held in Community Park.

- F. Authorize the execution of an agreement for consulting services for the procurement and sale of sponsorship opportunities with MEZ Enterprises.

Commissioner Richter seconded the motion.

Roll Call:

Ayes: Altpeter, Richter, Cook, Buchelt, Hough

Absent:

Nays: None

Motion passed.

Discussion on item F.

Commissioner Richter asked if the commission percent was based on a year to year renewal. For example, would MEZ Enterprises receive an automatic commission upon the sponsor's renewal year to year? Director Garvy stated it is based on whatever the agreement is with the sponsor.

Commissioner Altpeter moved to approve item F., to authorize the execution of an agreement for consulting services for the procurement and sale of sponsorship opportunities with MEZ Enterprises. Motion seconded by Commissioner Richter

Roll Call:

Ayes: Altpeter, Richter, Cook, Buchelt, Hough

Absent:

Nays: None

Motion passed.

VII. COMMUNICATIONS

The following communications were received by the District.

- A. DuPage Department of Transportation Warrenville Road Bridge informational meeting invitation – January 23, 2017
- B. Lisle Area Chamber of Commerce 2017 calendar of events
- C. Illinois Association of Park Districts membership
- D. Operation Support our Troops thank you.

President Cook reported he had received a thank you letter for Wheatstack, A Midwestern Eatery and Tap's for staff's hospitality during a recent event.

VIII. UNFINISHED BUSINESS

None.

IX. NEW BUSINESS

None.

X. STAFF REPORTS

A. 2016 River Bend Golf Club & Wheatstack Year End Report

President Cook asked how much the course charges for the spectator Fee, to which Golf Operations Manager Culbertson stated it is \$5. President Cook asked what the average rounds of golf per year are. Culbertson reported that the average for the past several years has been about 30,000. Commissioner Altpeter asked if the schools playing on the course affects walk-ins or registrations for golf. Manager Culbertson stated the seasons

are pre-booked and we do cater to them because they are our home schools and it's good for the community. The schools are usually done by 4:30pm so it's not usually a problem. Commissioner Buchelt said it was a great report and asked about the bike rentals. Culbertson said there is a core group that uses them, but others while they find them interesting, aren't interested in trying them. Commissioner Buchelt said it's a cool novelty and we should promote and market them more. Manager Culbertson reported the Golf Course will open this Saturday in light of the unseasonably warm weather.

President Cook said the numbers at Wheatstack look great and complimented managers Culbertson and Shamberg. Commissioner Buchelt asked Manager Shamberg what year he started, to which Manager Shamberg replied the middle of 2011. Commissioner Buchelt stated it's interesting to note that is when we began to see improvement.

B. 2016 Sea Lion Aquatic Park Year End Report

Aquatic & Fitness Manager Cavazos reported the daily admissions are up and the total revenue is up. Rentals were up do to swim team having a two night rental as opposed to one last year. Commissioner Altpeter asked for an explanation of the difference in the rental category vs. group outings category. Cavazos explained group outings are camps & YMCA's who do day trips to the pool while rentals are private or family parties.

C. Directors Report

Director Garvy reported the District will be doing lead testing at all District facilities, including picnic shelters and drinking fountains in the parks. He stated that while it is not required by law the District feels due to the number of children in our parks buildings, its good practice. He reported testing will begin in the spring when the water is turned back on throughout the park system.

Director Garvy suggested the board review the Board Policy Manual, particularly for consideration of the Commissioner Benefits Policy and whether or not it wants to implement an anti-nepotism policy. Director Garvy reported the Park District Code says the board shall serve without compensation, however the way the Lisle Park District policy is written, the IRS does not consider the Commissioner Benefits section as compensation. He explained that the District's policy enables commissioners and their families to participate at no cost in programs where minimum registration has been met and there is no wait list. He stated if the program fills and there are more patrons desiring participation, the Commissioner must then pay the full resident rate as to not displace a paying patron. He stated this benefit does not apply to programs with a contractual fee. Superintendent Silver added that as it relates to River Bend, the commissioner also cannot displace a paying patron, again confirming that the IRS does not consider this as reportable income or compensation. Director Garvy stated there has been a growing concern with how this sort of policy looks to the public and that the Board should consider whether or not it wants to make any changes.

Director Garvy also reported there was some recent concern regarding the potential of commissioner nepotism. He reported the Park District currently does not prohibit a family member of a commissioner from being an employee of the District. He stated he had done an informal survey of about 12 other agencies to find some prohibit it entirely, others have no policy, and some will allow family members to work seasonal or part-time positions only. Director Garvy stated in Lisle Park District's experience, it has never posed a problem and in his opinion is good to have yet another perspective from the

Commissioners. He suggested the Board also consider this topic for possible future action.

XI. PARTNERS FOR PARKS REPORT

Superintendent Leone reported that the foundation did not meet in February.

XII. SEASPAR REPORT

Director Garvy reported that the written SEASPAR report is included in the packet and that the February SEASPAR Board meeting is next Tuesday, February 21st. He reported SEASPAR had issued a request for qualifications from legal firms and will likely be making a change in February.

XIII. OFFICER REPORTS

A. President, Commissioner Cook

President Cook reported he attended the State of the Village, Lisle Chamber Dinner Dance, Chamber Ribbon Cutting for the Nook reopening and IPRA Conference. He has also been volunteering at the Museums of Lisle Station Park helping with the collections and cataloging of items.

B. Treasurer, Commissioner Altpeter, Financial Reports ending January 31, 2017

Superintendent Silver stated the District's investments are all collateralized or are FDIC insured. He reported the District renewed the account with Bloomingdale Bank and Trust and had to add \$1,000 to the account to receive a 1% interest rate. He reported staff is experiencing some issues with the new recreation registration software and how it is recognizing debits and credits, but that staff and the respective representatives from eTrack Plus are working diligently to correct these errors. He stated the auditors have completed their field work and aside from the issues with the recreation software, it went quite well.

C. Commissioners' Reports

Commissioner Buchelt reported he attended Intergovernmental meeting and highlighted some of the goings on of the Village, school districts, library, convention and visitors' bureau, fire district, and chamber of commerce. He reported he had also attended the Chamber Dinner Dance and State of the Village Address.

Commissioner Altpeter reported she had attended the Lisle Area Chamber State of the Village Address and Dinner Dance, Chamber Ribbon Cutting for the Nook reopening, the Village of Lisle's Building and Zoning Meeting, Village Manager Gerald Sprecher's Retirement event and IPRA Conference.

Commissioner Richter reported he had attended the State of the Village Address, the Lisle Chamber Dinner Dance, Eyes to the Skies Meeting, Chamber Ribbon Cutting for the Nook reopening, IPRA Conference and Coffee with the Mayor. He also reported he met a volunteer group from Trinity at the Coffee with the Mayor which will hopefully turn out to be a great resource for future community events like Eyes to the Skies, Scarecrow Scramble, and other events.

F. Finance

None.

XIV. CLOSED SESSION

Commissioner Richter moved to enter into closed session at 8:08 pm under Section 2(c)(1), the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee and Section 2(c)(21), the discussion of closed session meeting minutes. The motion was seconded by Commissioner Altpeter. There was no further discussion and the motion passed unanimously by voice vote.

XV. OPEN MEETING

XVI. CALL TO ORDER AND ROLL CALL

The Board returned to open session at 8:31 p.m. with Commissioners Buchelt, Hough, Altpeter, Richter and Cook present. President Cook stated the purpose of the closed session was to discuss the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee and to discuss previous closed session meeting minutes and which ones to approve, release and which verbatim recordings to destroy.

XVII. ACTION ON CLOSED SESSION ITEMS

Commissioner Altpeter moved to approve the closed session meeting minutes of August 18, 2016 and December 15, 2016; to release the closed session meeting minutes of June 19, 2014; January 1, 2016; August 18, 2016; and the minutes of December 15, 2016 with discussion related to land acquisition redacted; and to destroy the verbatim recording of the closed session meeting of February 19, 2015. Commissioner Hough seconded the motion. There was no further discussion and the motion passed unanimously by voice vote.

Commissioner Hough moved to approve the employment agreement between Director of Parks & Recreation Garvy and the Lisle Park District. Motion seconded by Commissioner Richter. Director Garvy stated the Board approving this agreement is in compliance with the compensation disclosure requirement of the Open Meetings Act. He stated his base salary is below \$150,000, he receives no health insurance from the District, receives no housing allowance, no vehicle allowance, and no clothing allowance. He stated it has not been determined if a bonus is warranted or the amount of any possible bonus, he has no loan through the Park District, and he is granted twenty vacation days and ten sick days. There was no further discussion.

Roll Call:

Ayes: Hough, Richter, Altpeter, Buchelt, Cook

Absent:

Nays: None

Motion passed.

XVIII. ADJOURN OPEN MEETING

MOTION: Commissioner Buchelt moved to adjourn the open meeting at 8:35 p.m. Commissioner Hough seconded the motion. There was no further discussion and the motion passed unanimously by voice vote.