

**THE LISLE PARK DISTRICT  
JOURNAL OF PROCEEDINGS  
REGULAR MEETING  
February 15, 2018**

**I. CALL TO ORDER AND ROLL CALL:** President Cook called the meeting to order at 7:00 p.m. in the Lisle Park District Recreation Multipurpose Room, 1925 Ohio Street, Lisle, IL 60532.

Director Garvy Called Roll:	Commissioners Present:	Altpeter Cook Olson Richter
	Commissioners Absent:	Ferron
	Also Present:	
	Director	Garvy
	Superintendent of Recreation	Toohey
	Superintendent of Marketing & Fund Development	Leone
	Superintendent of Parks	Cerutti
	Superintendent of Finance	Silver
	Superintendent of Restaurant & Golf Office Manager & Event Coordinator	Shamberg Nadeau

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

**III. PRESENTATIONS**

**A. Introduction of Spring Intern Trevor Brodeur**

Superintendent Toohey introduced intern Trevor Brodeur saying he is a student at St. Francis University in Joliet. Trevor said he is working on the Egg Hunts, Mother/Son night out, and he is updating the manuals at the Fitness Center. He thanked the staff and Park Board for this internship and opportunity to learn and grow.

**IV. PUBLIC COMMENT**

None.

**V. APPROVE MEETING AGENDA**

Commissioner Altpeter moved to approve the meeting agenda for the regular meeting for Thursday, February 15, 2018. Commissioner Richter seconded the motion.

**VI. CONSENT AGENDA ITEMS**

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

- A. Approve Minutes of Regular Meeting of January 25, 2018.
- B. Approve the February 2018 Voucher List in the amount of \$262,599.25.
- C. Approve the reservation dates of Sunday, September 30, 2018 for the Barkapalooza Dog walk & Expo in Community Park.
- D. Award 2018 Aquatic Weed Control Services Contract to Clarke Aquatic Services in the amount of \$19,931.00.

- E. Award 2018 Portable Restrooms Facilities Rental Contract to Service Sanitation in the amount of \$17,100.00.
- F. Authorize the purchase of a replacement heater for the Sea Lion Aquatic Park/Activity Pool from Moore Supply Co. in an amount not to exceed \$16,338.27.

Commissioner Richter seconded the motion.

Roll Call:

Ayes: Altpeter, Richter, Olson, Cook

Absent: Ferron

Nays: None

There was no further discussion and motion passed unanimously by roll call vote.

Item A. Approve Minutes of Regular Meeting of January 25, 2018.

President Cook said on page 3 of the draft of Park Board minutes, section IX. New Business, there is a typo. It should read \$2,000,000 not \$200,000,000. Director Garvy apologized for the error.

Commissioner Altpeter moved to approve the minutes of the Regular Meeting of January 25, 2018. Commissioner Richter seconded the motion. There was no further discussion and the motion passed unanimously by voice vote.

## **VII. COMMUNICATIONS**

A. SEASPAR Article

## **VIII. UNFINISHED BUSINESS**

A. Ordinance 18-01, An Ordinance providing for the issuance of \$860,100 Taxable General Obligation Limited Tax Park Bonds, Series 2018A, of the Lisle Park District, DuPage County, Illinois, for the building, maintaining, improving and protecting the existing land and facilities of the District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the Corporate Fund of the Lisle Park District.

Commissioner Altpeter moved to approve Ordinance 18-01, An Ordinance providing for the issuance of \$860,100 Taxable General Obligation Limited Tax Park Bonds, Series 2018A, of the Lisle Park District, DuPage County, Illinois, for the building, maintaining, improving and protecting the existing land and facilities of the District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the Corporate Fund of the Lisle Park District.

Commissioner Richter Seconded the motion.

Roll Call:

Ayes: Altpeter, Richter, Olson, Cook

Absent: Ferron

Nays: None

## **IX. NEW BUSINESS**

## A. Capital Equipment Replacement Schedule and Funding Plan-DRAFT

Director Garvy summarized his cover memo.

Commissioner Altpeter asked if the Tate Wood School playground replacement would fall off this capital list if and when District 202 sells it. Director Garvy said yes, that if that property sold the current intergovernmental agreement between the School District and the Park District as it relates to that property would end, thereby leaving the Park District with no responsibility for the playground equipment.

Commissioner Cook said he thought it would be good to have a few Park Commissioners appointed to a committee in order to meet with the District 202 facility planning committee to discuss Park District and community's needs of Schiesher and what plans District 202 has for the land and building. He said he thinks the buildings and grounds committee would be an appropriate forum and said as chair of that committee, he will appoint himself asked if anyone else was interested. Commissioner Altpeter said she would be interested. President Cook then appointed Commissioner Altpeter.

Commissioner Altpeter said she thinks the Schiesher property serves as the only real park in that neighborhood and would really like to see the baseball field and playground areas stay in-tact.

Commissioner Olson suggested that staff facilitate a tour of the 1825 Short Street Community Center for at least him, if not for the other commissioners, to better learn what is programmed there, what staff's vision of the facility is, and any other needs. Director Garvy suggested setting up a tour of not only the Community Center, but also the Parks Department, Community Park playground, and any other sites that are subject to some of the major funding needs. He recommended later in the season as the weather breaks and suggested April or May. He said over the next month or so he will offer some possible dates for this tour.

Director Garvy stated staff will continue to refine the Capital improvement plan moving forward and will make budget recommendations based on the plan.

Commissioner Olson asked what the priorities should be. Director Garvy reported that the Parks Garage and Community Center Playground are the highest priority at this time, and recommended the Park District temporarily suspend the study of the Community Center because of the Schiesher School opportunity. He said the school district reportedly wants to make the determination of the future of Schiesher within the next six months, at which time the Park District will have a better idea of what needs the Community Center will have. He added that this is another great reason why the Park District should update its Master Plan in 2019. He said that through stakeholder and focus group meetings, the development of a community-wide attitude and interest survey will help better guide the Park District on the allocation of resources. He said the Capital Plan is a great tool, but a Master Plan with input from the community will ensure the Park District continues to allocate resources appropriately.

## **X.STAFF REPORTS**

### **A. 2017 River Bend Golf Club & Wheatstack Year End Report**

Commissioner Richter asked what falls into the "Miscellaneous Category" on the report. Superintendent Silver reported it is the Groupon revenue that was applied from the last two years that was received from Groupon but was never redeemed.

Commissioner Altpeter asked if staff would do a marketing campaign to have more non-profit organizations host their golf outings at course and to offer events for parents of the high school players during and after golf tournaments.

Commissioner Olson commended staff for generating enough revenue to cover the Debt service. Commissioner Olson noted it appears that many of the expenses are fixed, saying that at Wheatstack, revenue is up but so are expenses. Superintendent Shamberg reported that while the cost of food tends to fluctuate, the cost of labor is the biggest challenge. He said that on the golf course, labor is pretty fixed, meaning almost regardless of the number of golfers, there will always be a starter, a ranger, a proshop attendant, and often times someone tending to the carts. He said there are many other fixed costs such as the maintenance contract and the lease of the golf carts. He said the same can be said to some degree with the restaurant, but the busier the restaurant, the more labor and food that goes into it so the revenue and expenses tend to rise together. Superintendent Silver added that there are many thresholds staff tries to stay under that are affecting the bottom line including pension, health insurance, and overtime. He added that management makes every effort to control these costs. Commissioner Olson said his main concern at this time is that the operation covers its debt service obligation.

President Cook thanked Superintendent Shamberg for his excellent report. Superintendent Shamberg said previous Golf Operations Manager Culbertson did an outstanding job in 2017 and really set the table for him to not have to make many changes in 2018.

## **B. 2017 Sea Lion Aquatic Park Year End Report**

Superintendent Toohey said the Board just received this report tonight and suggested the Board review it and offer any questions or comments after they have time to review it. Commissioner Richter asked if the Board can review this report and comment next month.

Director Garvy reported he had provided a draft license agreement for the Village of Lisle 4<sup>th</sup> of July Fireworks Display to Village Manager Ertmoed just the other day and would expect to have feedback for the Park Board to consider in March. He reported Village Manager Ertmoed had asked him about the possibility of a rain date, to which he had replied that would not be very likely with the need to resume scheduled programs. Director Garvy said the Village needs to develop an emergency evacuation plan, which he does not expect to be a problem and once that is received he will present the draft agreement for the Park Board.

Director Garvy reported that the Chairman of Eyes to the Skies Festival Committee Roger Leone would like to be on the agenda for the next meeting to give an Eyes to the Skies update.

Commissioner Olson noted the recycling efforts the Parks Department report and asked that the scrap metal numbers be added to the District's website.

## **XI. PARTNERS FOR PARKS REPORT**

Superintendent Leone reported that the foundation report is included in the Board Packet.

#### **XII. SEASPAR REPORT**

Director Garvy reported that the SEASPAR report is included in the Board Packet and there is nothing to add at this time.

#### **XIII. OFFICER REPORTS**

##### **A. President, Commissioner Cook**

He congratulated Tiffany Kosartes for winning Agency Showcase at conference for the redesign of the River Bend website.

##### **B. Treasurer, Financial Reports ending January 31, 2018**

Superintendent Silver stated the District's investments are all collateralized or FDIC insured. He reported you will start to see declining fund balances because tax revenue is not received from the County until June. He reported the audit went well last week and the District will receive an official report soon. Superintendent Silver reported he continues to work with the recreation software vendor eTrak and they are getting closer and closer to resolving the systems shortcomings.

##### **C. Commissioners' Reports**

**None.**

#### **XIV. ADJOURN OPEN MEETING**

Commissioner Altpeter moved to adjourn the open meeting at 8:01 pm and move into closed session under Section 2(c)(21), the discussion of closed session meeting minutes. The motion was seconded by Commissioner Richter. 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 8:30 p.m. with Commissioners Olson, Altpeter, Richter and Cook present. President Cook stated the purpose of the closed session was 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 17, 2017 and December 22, 2017; Commissioner Richter seconded the motion. There was no further discussion and the motion passed unanimously by voice vote.

Commissioner Altpeter moved to release the closed session meeting minutes August 17, 2017 with discussion related to Section 2(c)(1) redacted and the December 22, 2017 minutes in their entirety. Commissioner Richter seconded the motion. There was no further discussion and the motion passed unanimously by voice vote.

Commissioner Altpeter moved to authorize the destruction of the verbatim recordings of the closed session meeting of February 18, 2016 and March 17, 2018. Commissioner Richter seconded the motion. There was no further discussion and the motion passed unanimously by voice vote.

**XVIII. ADJOURN OPEN MEETING**

MOTION: Commissioner Olson moved to adjourn the open meeting at 8:32 p.m. Commissioner Richter seconded the motion. There was no further discussion and the motion passed unanimously by voice vote.