

**MINUTES OF THE REGULAR MEETING OF THE STREAMWOOD
PARK DISTRICT BOARD OF COMMISSIONERS HELD ON
JANUARY 21, 2020 AT HOOSIER GROVE BARN,
700 W. IRVING PARK ROAD,
STREAMWOOD, ILLINOIS**

CALL TO ORDER/ROLL CALL

President Wright called the meeting to order at 7:00 p.m. Present were Commissioners Adriana Armstrong, Richard Janiec and Raees Yawer, along with staff members Executive Director Jeff Janda, Superintendent of Parks & Planning Ian Pickett, Superintendent of Recreation Steve Muenz, Administrative Assistant Elizabeth Sampson and Finance Manager Sherri Harry. Commissioner Rick Brogan was absent.

All those answering "present" were physically present at the meeting.

PLEDGE OF ALLEGIANCE

INTRODUCTION OF GUESTS

Guests in attendance were Streamwood High students.

TOPICS FROM THE FLOOR

None.

APPROVAL OF THE AGENDA

Commissioner Janiec moved approval of the agenda as presented and Commissioner Yawer seconded the motion.

A voice vote was unanimous for approval; motion carried.

RECOGNITION OF BOARD MEMBER SERVICE TO THE STREAMWOOD PARK DISTRICT

A. Rick Brogan – 10 Years Commissioner

Commissioner Brogan was absent so he will receive his plaque at the next Board meeting.

FINANCE REPORT

A. Monthly Expenditures/Payroll

There were no questions or comments.

POLICY AND PLANNING REPORT

None.

APPROVAL OF CONSENT AGENDA

Approval of:

- A. Minutes of the Regular Meeting of December 17, 2019 and January 7, 2020 Public Hearing;
- B. December, 2019 Financial Statements;
- C. December 12, 2019 – January 12, 2020 expenditures totaling \$343,749.18;
- D. IMRF payment for December, 2019 totaling \$18,244.99;
- E. December 6, 2019 and December 20, 2019 payroll and payroll taxes totaling \$177,509.50;
- F. P-Card payments for December, 2019 totaling \$41,331.85.

Commissioner Janiec moved approval of the consent agenda and Commissioner Yawer seconded the motion. Vote on the motion:

Commissioner Janiec – Aye
Commissioner Armstrong – Aye
President Wright – Aye

Commissioner Brogan – Absent
Commissioner Yawer – Aye

Motion carried.

CORRESPONDENCE

Executive Director Janda stated that he had received an email from a resident regarding some of our fitness equipment and that he already responded to the resident.

DEPARTMENT AND DIRECTOR'S REPORTS

- A. Superintendent of Recreation Muenz reported that the Hoosier Grove Barn gross revenue for the month of December, 2019 was roughly \$25,000.
- B. Superintendent of Recreation Muenz stated that currently the revenue at Hoosier Grove Barn had been entered in QuickBooks but they are now starting to process the revenue in RecTrac so that it will fall in line with the rest of the district.
- C. Superintendent of Recreation Muenz said that fitness membership sales in the month of December totaled 153 memberships and \$23,886. He also said that January membership sales are going very well with 161 memberships sold as of Saturday with a goal of 220 for the month.
- D. Superintendent of Recreation Muenz informed the Board that Fitness and Membership Manager Kyle Saros attended the PDRMA Reasonable Suspicion Training as well as attending a 30 hour OSHA class.
- E. Superintendent of Recreation Muenz stated that the Afterschool Club now has 31 children registered which is more than we had at the beginning of the school year.
- F. Superintendent of Recreation Muenz said that summer camp, as well as possibly preschool in the fall, will work with Epact which is an online program that holds medical and other personal information necessary for the students and campers and will be secure in the cloud.
- G. Superintendent of Recreation Muenz informed the Board that the bands for the summer concert series have been chosen and staff has been having discussions regarding bringing in food trucks and selling beer at these events.
- H. Superintendent of Recreation Muenz stated that the special events, *Holiday in Whoville*, took place on December 20th and sold 148 tickets for both shows and 248 tickets were sold for *Into the Woods*, which took place on January 10th and 11th. He also informed the Board that the first competition for

the Starlights dance troupe is over the weekend of January 31st through February 2nd.

- I. Superintendent of Recreation Muenz stated that girls' basketball league began play on January 4th, indoor soccer league begins this month, Hotshots Sports will replace SportsKids as the district's youth sports programming contractor and that the splash birthday parties have increased significantly from last year.
- J. Superintendent of Recreation Muenz said that staff met with the engineering contractor for the Ninja Cross system and that the engineer stated that the facility would need minimal work to allow the system to be installed and that the pool is an excellent fit for the system's activities.
- K. Superintendent of Recreation Muenz stated that Marketing Manager Jerzy Skowron has collected two quotes from agencies regarding the potential rebrand of the district which will include research and development of new logos as well as how to roll out the rebranding. He stated that the new district URL, www.streamwoodparks.org will go live upon the release of the spring/summer program guide and that any use of the spdcare.com will link to the new URL.
- L. Superintendent of Parks & Planning Pickett stated that there has been 14.2" of snow accumulation on pavement this season and that due to the flash freeze on Saturday, staff is still cleaning up parking lots.
- M. Superintendent of Parks & Planning Pickett stated that staff is currently evaluating our deicing operations and are going to test salt brine on the Park Place sidewalks in the coming weeks.
- N. Superintendent of Parks & Planning Pickett informed the Board that staff has started using City Reporter, an inspection software, that will allow us to electronically document parks issues and proactively plan corrective action.
- O. Superintendent of Parks & Planning Pickett said that staff has applied Snapshot, which is a pre-emergent chemical, in several of our parks in late January which will help combat weeds in the spring.
- P. Superintendent of Parks & Planning Pickett said that staff has been attending PDRMA trainings throughout the winter and Parks Manager Amy Vito has started planning for Park Pride's 10th anniversary.
- Q. Executive Director Janda informed the Board that staff has been busy with several projects including the purchase order module, addressing some changes in the Personal Manual and reviewing budgets.
- R. Executive Director Janda informed the Board that the grants have been received by the State of Illinois.

COMMISSIONERS' REPORT

- A. Commissioner Janiec told the Board that Executive Director Janda's birthday is this Sunday.
- B. Commissioner Armstrong said that some high school students thought the Ninja Cross system was really awesome.
- C. Commissioner Armstrong informed the Board that she will not be able to attend the February or March Board meetings.
- D. Commissioner Yawer also informed the Board that she will not be able to attend the February Board meeting.

PRESIDENT'S REPORT

- A. President Wright thought the public hearing went really well and thanked staff for doing a great job on the presentation.
- B. President Wright stated that he enjoyed the preschool programs that he was a part of.

UNFINISHED BUSINESS

President Wright told the Board that they should let Executive Director Janda know if they are able to attend the Legislative Breakfast.

NEW BUSINESS

Superintendent of Parks & Planning Pickett informed the Board that the 2020 contracted mowing service bid opening was held on January 14, 2020 at 10:00 a.m. at the Community Center. He said that we received a total of five sealed bids and the lowest submitted bid was from Corner Land & Lawn, Inc. for an annual cost of \$70,000 for each of the three contract years. Superintendent of Parks & Planning Pickett stated that Cornerstone Land & Lawn, Inc. was the company we had used and that there were no issues with their performance during the contract term. He said that it is staff's recommendation to award the 2020 contractual mowing contract to Cornerstone Land & Lawn, Inc.

Commissioner Janiec moved approval of the 2020 Contractual Mowing contract to Cornerstone Land & Lawn, Inc. in the amount not to exceed \$70,000 with the option to extend for the 2021 & 2022 mowing seasons at the \$70,000 for each year, respectively. Commissioner Yawer seconded the motion.

Vote on the motion:

Commissioner Janiec – Aye
Commissioner Armstrong – Aye
President Wright – Aye

Commissioner Brogan – Absent
Commissioner Yawer – Aye

Motion carried.

ADJOURNMENT

At 7:17 p.m., Commissioner Yawer moved to adjourn and the motion was seconded by Commissioner Janiec. A voice vote was unanimous for approval; motion carried.

Approved: February 25, 2020

Signed: Sherri Harry
Sherri Harry, Secretary

Attest: William H. Wright
William H. Wright, President