

**MINUTES OF THE REGULAR MEETING OF THE STREAMWOOD
PARK DISTRICT BOARD OF COMMISSIONERS HELD ON
SEPTEMBER 18, 2018 AT HOOSIER GROVE BARN,
700 W. IRVING PARK ROAD,
STREAMWOOD, ILLINOIS**

CALL TO ORDER/ROLL CALL

President Janiec called the meeting to order at 7:03 p.m. Present were Commissioners Armstrong, Wright and Yawer, along with staff members Executive Director Dennis Stein, Superintendent of Business & HR Jennifer Hermonson and Finance Manager Sherri Harry.

Commissioner Richard Brogan was absent.

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

PLEDGE OF ALLEGIANCE

BOND ISSUE NOTIFICATION ACT PUBLIC HEARING

Public hearing concerning the intent of the Board of Park Commissioners to sell the General Obligation Limited Tax Park Bonds for park improvement purposes and to refund outstanding obligations of the District.

At 7:03 p.m., Commissioner Wright moved to open the public hearing and the motion was seconded by Commissioner Yawer. Vote on the motion:

Commissioner Brogan – Absent

Commissioner Wright – Aye

Commissioner Armstrong – Aye

Commissioner Yawer – Aye

President Janiec – Aye

Motion carried.

President Janiec announced that the next agenda item is a public hearing concerning the intent of the Board of Park Commissioners to sell not to exceed \$610,000 General Obligation Limited Tax Park bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, and for the payment of the expenses incident thereto and that all persons desiring to be heard would have an opportunity to present written or oral testimony with respect to the proposed sale.

President Janiec asked if there are any comments from the Board of Commissioners which there were none and there wasn't any written testimony.

President Janiec asked if anyone would like to present oral testimony or public comment concerning the proposed bond issue. There were no questions or comments from anyone present.

President Janiec announced that all persons desiring to be heard had been given an opportunity to provide oral and/or written testimony with respect to the proposed issuance of bonds.

Commissioner Wright moved to adjourn the Bond Issue Notification Act Public Hearing and the motion was seconded by Commissioner Yawer. Vote on the motion:

Commissioner Brogan – Absent
Commissioner Armstrong – Aye
President Janiec – Aye

Commissioner Wright – Aye
Commissioner Yawer – Aye

Motion carried.

INTRODUCTION OF GUESTS

Guests in attendance were Tom Chapman of Raymond James, Recreation Manager Cindy Babicz, Recreation Manager Lauren Kabrick, Fitness & Membership Manager Kyle Saros, staff member Lauren Thomas and a Streamwood High School student.

EMPLOYEE RECOGNITION

Superintendent of Business & HR Hermonson stated that some of our employees had achieved a milestone anniversary and although they could not attend tonight's meeting we have presented them the Employee Service Award:

- 1) Superintendent of Business & HR Jennifer Hermonson – 10 years
- 2) Parks Manager Amy Vito – 5 years
- 3) Parks Supervisor Jose Reyes – 5 years
- 4) Program Instructor Shamin Hashmi – 10 years
- 5) Fitness Instructor Laura Reyna – 10 years
- 6) Program Instructor Eileen Pasdiora – 15 years
- 7) Fitness Instructor Cari Rivas – 15 years

Recreation Manager Lauren Kabrick recognized Special Event Staff Lauren Thomas for her 10 years of service with the Streamwood Park District and thanked her for everything she does for the district. The Board of Commissioners also thanked her for her services and dedication to the district.

PUBLIC COMMENTS

None.

APPROVAL OF AGENDA

Commissioner Wright moved to amend the agenda so that Bus Bids, Paving Bids, Commissioners' Park Conceptual Master Plan update and Streamwood Park District's Master Plan Revision/Update are the first items on the agenda to be followed by all the other items. Commissioner Yawer seconded the motion.

Vote on the motion:

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

Commissioner Brogan - Absent
Commissioner Yawer – Aye

Motion carried.

Commissioner Wright moved to approve the agenda as amended and the motion was seconded by Commissioner Yawer.

A voice vote was unanimous for approval; motion carried.

FINANCE REPORT

A. Bus Bids

Superintendent of Business and HR Hermonson informed the Board that due to one of our vans having numerous problems she recommends that we purchase a 14 passenger (plus driver) shuttle bus.

Two shuttle bus vendors picked up specifications and the two vendors submitted bids. Central States Bus Sales, Inc. submitted the lowest bid in the amount of \$51,944.00.

Commissioner Wright moved approval to purchase one 2019 World Trans 21T 14-passenger (plus driver) shuttle bus from Central States Bus Sales, Inc. in the amount not to exceed \$51,944.00.

Commissioner Yawer seconded the motion. Vote on the motion:

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

Commissioner Brogan – Absent
Commissioner Yawer – Aye

Motion carried.

B. Paving Bids

Superintendent of Business & HR Hermonson explained that the projects in her memorandum were talked about in the spring 2018 but we never approved the bids as the prices came in higher than expected. We went out to re-bid the projects and the bids were open on September 14th. We received four bids and All-Star Asphalt was the lowest bidder to complete the Streamwood Park District parking lot improvements for Jefferson Park Path, Dolphin Parking Lot, Veterans Parking Lot, Administration Front Parking Lot and Sunny Hill Parking Lot in the amount not to exceed \$1,374,000.00. However, it does not include unexpected costs that may arise (i.e. the soil is worse in some places and full-depth removal is required versus an overlay). Superintendent of Business & HR Hermonson recommended the approval of All Star Asphalt to complete the Streamwood Park District parking lot improvements as we have worked with them in the past and W-T Civil Engineering, LLC has checked their references.

Commissioner Wright moved approval of All Star Asphalt to complete the Streamwood Park District parking lot improvements for Jefferson Park path, Dolphin parking lot, Veteran's parking lot, Administration front parking lot and Sunny Hill parking lot in the amount not to exceed \$1,374,000.00 but it does not include unexpected costs that may arise.

Commissioner Yawer seconded the motion. Vote on the motion:

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

Commissioner Brogan – Absent
Commissioner Yawer – Aye

Motion carried.

POLICY & PLANNING REPORTS

A. Commissioners' Park Conceptual Master Plan Update

Superintendent of Business & HR Hermonson passed out the new Master Plan to the Board of Commissioners and apologized to them for not having it to them sooner but she had just received it today. She explained that the plan was based on feedback from the public meeting of September 11, 2018 and our online survey. Superintendent of Business & HR Hermonson stated that the purpose of the space has to remain the same in order to be eligible for the grant we are applying for.

B. Streamwood Park District's Master Plan Revision/Update

Superintendent of Business & HR Hermonson explained that for the purpose of our OSLAD Grant application, we have to have a Master Plan that has been approved by the Board within five years. She stated that she has made a few minor changes and gave the Board a quick overview of what they were. Superintendent of Business & HR Hermonson also said that the only major change was to look into repurposing some of our parks as we have too many playgrounds.

FINANCE REPORTS

C. Fall 2018 Bond Issue

Tom Chapman briefed the Board on matters pertaining to the bond issue which will be approved at the next Board meeting.

There were no questions or comments.

D. August 2018 Financial Statements

There were no questions or comments.

E. Monthly Expenditures/Payroll

There were no questions or problems.

APPROVAL OF THE CONSENT AGENDA

Approval of:

- A.** Minutes of the Regular Board Meeting of August 21, 2018;
- B.** Minutes of the Closed Session Meeting of August 21, 2018 – approve and release;
- C.** Minutes of the Special Meeting of September 11, 2018;
- D.** August 2018 Financial Statements;

- E. August 15-September 10, 2018 expenditures totaling \$205,934.02;
- F. P-Card purchases for August 2018 totaling \$50,689.78;
- G. August 3, 17 and 31, 2018 payroll and payroll taxes totaling \$310,443.16;
- H. IMRF payment for August 2018 totaling \$31,839.39;
- I. Commissioners' Park Conceptual Master Plan Update;
- J. Streamwood Park District's Master Plan Revision/Update.

Commissioner Wright moved approval of the consent agenda and the motion was seconded by Commissioner Armstrong. Vote on the motion:

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

Commissioner Brogan – Absent
 Commissioner Yawer – Aye

Motion carried.

CORRESPONDENCE

None.

DEPARTMENT & DIRECTOR'S REPORT

- A. Executive Director Stein said that Superintendent of Business & HR Hermonson had to leave the meeting for a family emergency.
- B. Executive Director Stein informed the Board that this week we will be interviewing three candidates for the Superintendent of Recreation position.
- C. Executive Director Stein stated that he will be attending a meeting tomorrow afternoon with Streamwood Village President Billie Roth and Village Manager Sharon Caddigan.
- D. Executive Director Stein informed the Board that we have the Human Resource Manager position open as Human Resources Generalist Louisa Walsh has taken a job at the West Chicago Park District.
- E. Executive Director Stein said that he will be at the NRPA conference next week.

COMMISSIONERS' REPORT

None.

PRESIDENT'S REPORT

- A. President Janiec thanked Commissioner Yawer for inviting him to the opening of Amor Banquet Hall.
- B. President Janiec mentioned that the theme for next year's Summer Celebration is going to be the 50th Anniversary of the Fire Department.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

At 7:40 p.m., Commissioner Wright moved to adjourn and the motion was seconded by Commissioner Yawer. A voice vote was unanimous for approval; motion carried.

Approved: October 23, 2018

Signed: *Sherri Harry*
 Sherri Harry, Secretary

Attest: *Richard T. Janiec*
 Richard T. Janiec, President