

**MINUTES OF THE REGULAR MEETING OF THE STREAMWOOD  
PARK DISTRICT BOARD OF COMMISSIONERS HELD ON  
FEBRUARY 25, 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 Rick Brogan and Richard Janiec, 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.

Commissioners Adriana Armstrong and Commissioner Raees Yawer were absent.

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

**PLEDGE OF ALLEGIANCE**

**INTRODUCTION OF GUESTS**

Guests in attendance was staff member Fitness & Membership Kyle Saros and Streamwood High Students.

**TOPICS FROM THE FLOOR**

None.

**APPROVAL OF THE AGENDA**

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

A voice vote was unanimous for approval; motion carried.

**RECOGNITION OF BOARD MEMBER SERVICE TO THE STREAMWOOD PARK DISTRICT**

Executive Director Janda presented Commissioner Brogan with a plaque for his 10 years of service as Commissioner of the Streamwood Park District.

**FINANCE REPORTS**

- A. January 2020 Financial Statement**  
There were no questions or comments.
- B. January Monthly Expenditures/Payroll**  
There were no questions or comments.
- C. 2020 IAPD/IPRA Conference Expenses**  
There were no questions or comments.

## **POLICY & PLANNING REPORT**

### **A. Presentation of Proposed Draft Resolution R-2020-03-01-R: Establishing Policy & Guidelines for Active Duty Military Support and Program Discounts**

Executive Director Janda explained this proposed draft resolution allowing active military people to receive a discount on our programs or memberships.

Commissioner Janiec thinks that this resolution is one sided and feels we should include veterans also.

Commissioner Brogan said that we should talk about this resolution at the next meeting.

President Wright said that he has no problem including veterans.

Executive Director Janda said then we should also consider first responders to be included in this resolution and we would need to look at the financial cost of all of this.

Commissioner Janiec said that we should ask other Park Districts what they do and get more information on this subject.

This agenda item will be deferred until the March Board meeting.

## **APPROVAL OF THE CONSENT AGENDA**

Approval of:

- A. Minutes of the Regular Board Meeting of January 21, 2020;
- B. January 2020 Financial Statements;
- C. January 13 – February 14, 2020 expenditures totaling \$282,252.43;
- D. IMRF payment for January 2020 totaling \$18,470.97;
- E. January 3<sup>rd</sup>, January 17<sup>th</sup> and January 31<sup>st</sup> payrolls and payrolls taxes totaling \$266,819.84;
- F. P-Card payments for January, 2020 totaling \$45,363.98;
- G. Board and staff expenses for the 2020 IAPD/IPRA annual conference.

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

Commissioner Brogan – Aye  
Commissioner Armstrong – Absent  
President Wright – Aye

Commissioner Janiec – Aye  
Commissioner Yawer – Absent

Motion carried.

## **CORRESPONDENCE**

None.

## **DEPARTMENTS & DIRECTOR'S REPORT**

- A. Superintendent of Recreation Muenz informed the Board that Hoosier Grove Barn revenue for the month of January totaled \$64,594 with \$33,291 in net revenue as of February 20<sup>th</sup>. He said that net revenue is beginning to climb from the slow season with roughly \$8,000 more generated net revenue than December which is an increase of over 30%.
- B. Superintendent of Recreation Muenz said that the Barn staff had 69 appointments for possible weddings and rentals in January which is up from 59 in 2019 and have 65 more weddings in 2020 along with 18 booked for 2021.

- C. Superintendent of Recreation Muenz told the Board that Hoosier Grove Barn held their first wedding expo on February 9<sup>th</sup> and had 16 vendors available along with 26 donated raffle prizes and booked two weddings from the 259 people registered for the event.
- D. Superintendent of Recreation Muenz said that January fitness sales totaled 231 memberships and \$34,394 and staff sold 11 more memberships than January last year but revenue was down roughly \$3,000 due to lower tier memberships sold.
- E. Superintendent of Recreation Muenz said that Fitness & Membership Saros and Aquatic Manager Plager attended the annual PDRMA Aquatic RMI training on February 19<sup>th</sup> and that the session reviewed chances in this year's aquatic risk management and other updates through PDRMA.
- F. Superintendent of Recreation Muenz stated that the Daddy/Daughter Dance was held on Saturday, February 22<sup>nd</sup> which was held at Hoosier Grove Barn and had a full house of 72 registered and also the Pollyanna Brewing company event was held on February 9<sup>th</sup> with 13 registered people.
- G. Superintendent of Recreation Muenz said that the Starlights Dance team attended their second competition this past weekend in Batavia and they did very well. He also said that the Starlights and Spotlight dancers will be dancing at the Windy City Bulls game on Friday, March 6<sup>th</sup> and the youth basketball end of season event will take place at the game as well. Superintendent of Recreation Muenz said that the players will be invited onto the floor and hold a flag for the national anthem.
- H. Superintendent of Recreation Muenz said that the boys' basketball held the league championship this past weekend with the all-star event held this Saturday the 29<sup>th</sup>. He said that a game for each division will be held along with skill competition for the players.
- I. Superintendent of Recreation Muenz informed the Board that the Community Center rental revenue remained consistent from 2019-2020, the splash parties continue to increase from 2019 to 2020 and open gym revenue increased by 27% during January 2020.
- J. Superintendent of Recreation Muenz said that the winter swim lessons end on March 1<sup>st</sup> with the spring session beginning on the 2<sup>nd</sup> and that the Park District hosted a Star Guard Instructor Development course on February 6<sup>th</sup> and 9<sup>th</sup>. He said that the instructors from the area attended the session which allowed our staff to participate and renew their instructor certifications.
- K. Superintendent of Recreation Muenz informed the Board that Aquatic Manager Plager has been accepted to be a part of the StarGuard Elite's auditor program for this summer and she will audit and review 18 other districts. He said that she had to complete an interview process and will receive training for the position this June.
- L. Superintendent of Recreation Muenz stated that the spring/summer program guide is currently at the printer and will be delivered to the community at the end of this week with registration beginning March 7<sup>th</sup> for most programs. He said that the program guide will be delivered to homes this season as opposed to available for pickup only at specific locations.
- M. Superintendent of Recreation Muenz said that the entertainment for this year's Summer Celebration has been booked for both the main and children's stage and that information regarding the fest is consistently updated on the festival website which is [www.streamwoodsummercelebration.org](http://www.streamwoodsummercelebration.org)
- N. Superintendent of Parks & Planning Pickett informed the Board that Jessica Meyers, our Horticulture Supervisor, submitted her resignation and will be the Parks, Golf and Fleet Manager at the Bartlett Park District. We will miss her and wish her the best of luck. We hope to have her job posted next week.
- O. Superintendent of Parks & Planning Pickett said that staff has submitted their budgets for FY 20-21 and they continue to do snow removal.
- P. Superintendent of Parks & Planning Pickett informed the Board that starting tomorrow we will be testing out a new product called salt brine at the Park Place main entrance. He said this is a liquid application that is widely used across our area and although visually there will be an adjustment since patrons will not be used to seeing a liquid applied right before snow and ice events.

- Q. Superintendent of Parks & Planning Pickett noted that Park Pride is around the corner on May 16, 2020 and that we will have the sponsorship packet available this Friday.
- R. Executive Director Janda stated that he attended the Legislative Breakfast along with Commissioners Wright, Brogan, Janiec and Yawer and Superintendent of Recreation Muenz. Executive Director also said that he met with Hanover Township Administrator James Barr to discuss cooperative opportunities and that we will be looking into options in the near future.
- S. Executive Director Janda informed the Board that he and Superintendent of Parks & Planning Pickett visited Little Creek Stables to learn more about the Park District property, the independent contractor and the general operation of the facility which currently boards 31 horses. He said he will be reviewing the use agreement and have requested and received updated certificate of insurance.
- T. Executive Director Janda informed the Board that Park Place hours have been adjusted to open a little earlier at 5:15 a.m. than the previous 5:30 a.m. as to provide members a little more time to workout.
- U. Executive Director Janda stated that staff has been busy working on 2020/2021 budget, working on a draft for Active Military Discount for programs and facilities, reviewing IGA's with U46 and Little League which staff feels that some of it needs to be renewed and possibly modified and staff held a healthy initiative day where staff held a chili contest and either played dodgeball or walked the track at Park Place.
- V. Executive Director Janda said that Commissioner's Park is out to bid and Hitchcock Design is recommending extending the construction window from April to September 30<sup>th</sup> to entice more bidders. We have requested that the start date be moved to May as originally requested so the PDRMA tree removal class can take place and staff has also asked Hitchcock to figure in a water service and 2' hydrant that will be needed to water and maintain the new planters.
- W. Executive Director Janda said that staff and Board members attended the IAPD/IPRA conference in Chicago and that the exhibit hall and educational sessions allowed personnel to expand their education, network with others and talk to vendors.
- X. Executive Director Janda said that work continues on the review of the Personnel Policies. He said that the manual will be sent to the attorney for review and includes mandated updates regarding harassment training and other needed updates.
- Y. Executive Director Janda said that the first building at Safety Town has been removed and more work is planned for Friday.
- Z. Executive Director Janda informed the Board that neutral gender restroom signs installation is nearly complete.

## **COMMISSIONERS' REPORT**

- A. Commissioner Janiec asked Superintendent of Parks & Planning Pickett if he knew anything about the wall that is going up on Irving Park Road and Superintendent of Parks & Planning Pickett responded that no one has talked to the Park District regarding this.
- B. Commissioner Brogan said that since the 3<sup>rd</sup> Annual Streamwood High Booster Club Golf Outing Fundraiser is the same day as Park Pride he wanted to know if any staff would be able to attend or if not he feels that we should at least give a donation.

## **PRESIDENT'S REPORT**

- A. President Wright thought Recreation Manager Upshaw did a great job with the Pollyanna Brewing Company event.

## UNFINISHED BUSINESS

None.

## NEW BUSINESS

### A. Discussion and Consideration of Safety Policy Statement

Executive Director Janda requested that the Board concur in his recommendation to confirm the Streamwood Park District's commitment to safety by adopting the Safety Policy Statement. He said this policy demonstrates our level of commitment to the safety of both public and staff.

Commissioner Janiec moved approval of the Safety Policy Statement and Commissioner Brogan seconded the motion. Vote on the motion:

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

Commissioner Brogan – Aye  
Commissioner Yawer – Absent

Motion carried.

## ADJOURNMENT

At 7:21 p.m., Commissioner Janiec moved approval to adjourn and the motion was seconded by Commissioner Brogan. A voice vote was unanimous for approval; motion carried.

Approved: March 24, 2020

Signed: \_\_\_\_\_

*Sherri Harry*  
Sherri Harry, Secretary

Attest: \_\_\_\_\_

*William H. Wright*  
William H. Wright, President