

Lemont Park District
Board of Commissioners Meeting
Centennial Community Center
January 18, 2010 for the Regular Meeting of December 21, 2009
7:30 p.m.

Call to Order - The regular meeting of Monday, December 21, 2009 was called to order by President Sexton at 7:32 p.m.

Roll Call - Commissioners present: P. Sexton, M. Colaizzi, J. Williams J. Davoren and J. Diorio. Also in attendance were Treasurer L. Egofske; Executive Director, Brian Sullivan, staff and public. All in attendance recited the Pledge of Allegiance.

Staff/Board Recognition – Director Sullivan was asked to give a report on the Board/Staff Recognition. The Gold Pickle will be awarded next month as Karen Perkey nominated the award winner and neither party is available tonight. Director Sullivan indicated he was sure everyone will approve of the selection. Ambassador Award – Director Sullivan indicated that he would like to place a letter of accommodation in all staff files for assisting over the last month to open, plan and carry out not only the 18th Gala but also the 36 hours of the Lemont event. The Board acknowledged that the Gala was a success and a well organized and ran event. The Board also indicated they were pleased to see the level of community use of the facility over the weekend. Presentation on Core Recruitment Drive - Carrie Dellamano thanked the board for their help and participation with the Gala and the 36 hours of Lemont event. She indicated that a post card campaign was currently in the process of being finalized, printed and mailed out to households announcing our opening. She also indicated that the VIP cards for past commissioners would be ready for distribution. Carrie reviewed the newspaper ad campaign she had employed and announced that she was working with Ross to create a corporate/business membership plan for local business/chamber members. She announced a presence is planned at the Citgo Health Fair in mid-January (14th she believed). President Sexton asked if Carrie could look into creating a partnership with local realtors involving using potential list and contractors with home closures. Commissioner Williams indicated the Jr. Woman's Club ran a Welcome Wagon program we might look into. Commissioner Davoren indicated we should involve the Chamber of Commerce. President Sexton also asked Carrie to review with staff Mr. Wingo's request for feasibility and serviceability of a Super Senior rate for the Core. He asked the Director to make sure staff followed through in speaking with Mr. Wingo and keeping him informed. Commissioner Colaizzi indicated there was a marketing capability at the Sertoma NFL fundraiser event on the 24th of January at the Lithuanian Center for \$100 a ticket. Discussion ensued on possible information outlets in other local service clubs through the winter with Lions, Rotary, Lemont Clergy Association, etc. Also postured was an idea to look into using pizza

delivery ads that would go out with every pizza delivery. Carrie Dellamano was acknowledged by President Sexton for her efforts to date.

Approval of Minutes – Motion made by Commissioner Williams to approve the minutes of the regular meeting of November 9, 2009 and the Committee of the Whole/Special Meeting of December 7, 2009 and Finance Workshops of December 1, 2009 and December 15, 2009, with a second by Commissioner Davoren. All ayes - motion carried.

Financial Statement – Treasurer Egofske requested a motion to approve the financial statement of November. Commissioner Williams made the motion, with a second by Commissioner Davoren. Roll call vote: Commissioners Sexton, aye; Colaizzi, aye; Williams, aye; Davoren, aye and Diorio, aye. Motion carried.

Treasurer's Report – Treasurer Egofske requested a motion to approve the December payables. Commissioner Williams made the motion to approve the December payables for 2009, with a second by Commissioner Davoren. Treasurer Egofske stated she was looking into A T & T. Treasurer Egofske stated she was also not receiving fully completed documentation but was working with Karen to secure more detailed reports and payment voucher support material. President Sexton asked if the Hoppy's billings on the front fill brought by preschool lot, did they not in their contract have to move the dirt/spoils. Rick Petricek of GCN responded that it was necessary to move the material twice subsequent to fire department visit and direction to create a larger safety lane on the south side of the lot that would accommodate fire vehicles and fire personnel. So basically, Hoppy's finished base contract work and performed extra requested work above/beyond contractual obligation, but we had to do it. The Village also required additional work with silt fence. President Sexton asked if this would closeout Hoppy's expenses with no more change orders. Rick from GCN responded "Yes, this is correct." President Sexton and Commissioner Colaizzi entered into a discussion requesting clarification on a billing for Lisa Bridwell and whether the travel reference was new this year and represented a travel allowance. If so, the board would be upset as it would be a departure from board directive not giving out raises. They asked to have a copy of the contract submitted to Karen. Director Sullivan indicated he believed the amount was not a travel voucher but for the travel league and would check into it with Toni Paolini and get requested information back to President Sexton and Commissioner Colaizzi. Commissioner Colaizzi questioned if the BC/BS payment was quarterly or monthly and Director Sullivan responded monthly and Treasurer Egofske agreed. Roll call vote: Commissioners Sexton, aye; Colaizzi, aye; Williams, aye; Davoren, aye and Diorio, aye. Motion carried. Treasurer Egofske requested a motion to approve the capital expenditures. Commissioner Colaizzi made the motion to approve the capital expenditures, with a second by Commissioner Williams. Roll call vote: Commissioners Sexton, aye; Colaizzi, aye; Williams, aye; Davoren, aye and Diorio, aye Motion carried. Commissioner Davoren made a motion to

approve the 2009-2010-06 Levy Ordinance, with a second by Commissioner Colaizzi. President Sexton asked for questions. Roll call vote: Commissioners Sexton, aye; Colaizzi, aye; Williams, aye; Davoren, aye and Diorio, aye Motion carried. President Sexton directed staff to file with appropriate county agencies. Treasurer Egofske indicated she still had questions on the proposed bond sale and was making sure we identify need before accruing more debt. President Sexton indicated the board would look into it at a later time starting with the COW meeting in January. He asked the Director if the timeline for adoption was March 2010. The Director responded yes, March 1, 2010.

Matters from the Public – President Sexton opened the floor to public. Mr. Wingo asked the board to consider a Super Senior rate for the Core. He asked if the park board had received his email and Pat responded yes. Pat invited Mr. Wingo to contact staff - Brian Sullivan to discuss his proposed Super Senior rate. President Sexton applauded and gave praise to Mr. Wingo for taking action and reaching out in a positive manner when too many others don't take any action at all. Other board members echoed Pat's statement.

President's Report – Rick from GCN detailed that he and Belinda were planning to be out after 1st of the year to check on progress in completing punch list items. Rick explained GCN (Studio GC) was conducting an internal audit on their billing Business Mgr/accountant was out of the office but was reviewing all billing and expenses. If they find they have over billed, they will refund that amount back to the park district. President Sexton directed several questions to Rick about change orders #098 & 099 from Hoppy's. Discussion with Rick P. as to locations of work and scope of work in relation to original contract ensued. Questions were then raised about change order #095 by Commissioner Colaizzi indicating that contractor should be responsible for hauling of debris off site per contract. Rick P of GCN responded it was necessary due to design parameter changes and the need for excess options to remove the additional remaining spoils. Rick P. agreed the change orders were reported late but GCN was successful in reducing the total change order request by \$30K. Motion was made by Commissioner Davoren and seconded by Commissioner Colaizzi to approve change order to Nicholas & Associates totaling \$78,558. Roll call vote: Commissioners Sexton, no; Colaizzi, no; Williams, aye; Davoren, aye and Diorio, aye Motion carried. President Sexton brought up issues from Village's walkthrough of the Core Facility; Drinking fountain stream; Rick P. stated plumber was scheduled to address. Spinners for swim suits in locker rooms; Rick P. they are designed to dispense water on to the floor by federal standard the floor needed to be slip resistant. Commissioner Colaizzi asked if a drain should be there; Rick P. responded he had seen it both ways. Commissioner Colaizzi also questioned about a dryer or hand towel dispenser in family locker room; Rick P. not on plans. Commissioner Colaizzi asked if staff could install one. Door locks and problems with locking mechanisms in Studio; offices and closets were discussed. Treasurer Egofske questioned the status was on the remaining work on the VGB act to be

performed by Phoenix; Rick P. said everything at present is compliant. The indoor pool was all new regulations as we know them to be from IDPH in place. The outdoor pool is still awaiting review finalization from IDPH. They have undergone some several policy changes. He will check into and get back to the park district. A motion was made by Commissioner Colaizzi and seconded by Commissioner Diorio to approve an agreement for use of equipment from Lemont Little League to include but not be limited to pitching machine, balls, bats, helmets and other related items. President Sexton indicated that after review with the Director, that Charlene Holtz, our attorney, and PDRMA had reviewed and made some minor changes. Commissioner Diorio asked if those changes included removing the "Plainfield" Park District and replacing it with Lemont Park District. The Director responded yes. Roll call vote: Commissioners Sexton, aye; Colaizzi, aye; Williams, aye; Davoren, no and Diorio, aye Motion carried. Discussion took place regard the proposed Core Rental Policy. The Board wanted some kind of language that would address letting people know additional fees may be assessed for rentals. Commissioner Diorio expressed that some renters may not need additional services until they run or operate a tournament. President Sexton stated his opinion that he did not want to "nickel and dime" users. He illustrated his point with examples from the golf industry. Commissioner Williams asked Recreation Supervisor, Mike Struck, seated in the audience, for his opinion. Mike Struck stated it was the intent of the Rec Staff to be up front and notify potential renters of any potential associated costs in order to be customer service orientated. Everyone interested in making sure the system would be equitable and not biased. It must remain customer service focused. A discussion took place on the benefit, need and capability of our staff to engage in the 'Art' of selling. Mike Struck agreed that training of our staff would be crucial. President Sexton agreed that we need a consistent sales plan that centers on key elements of communication and training. Suggestions made to use services throughout the year of Mike from Hoffman Estates or other related professionals with advanced experience in facility management and membership sales. President Sexton directed staff to institute a training plan with Carrie Dellamano leading this effort. All staff was expected to 'Buy into this Concept'. Commissioner Colaizzi made a motion, with a second by Commissioner Williams to approve the Rental Policy for the Core. Roll call vote: Commissioners Sexton, aye; Colaizzi, aye; Williams, aye; Davoren, aye and Diorio, aye Motion carried. A new member was added to the Foundation board.

Director's Report – Director Sullivan reported that surplus equipment would be reported on at the January board meeting for Centennial fitness components.

Committee Reports:

Intergovernmental – Commissioner Colaizzi reported that he will be busy at State Conference with IAPD. Headquarters work running & facilitating conference operations. He encouraged anyone wishing to volunteer, like Ken Novak had expressed interest in doing, contact IAPD.

Employee Relations – After the first of the year, Employee Relations would be looking into issues that may arise from future policy changes as well as completing work began last summer. Future committee work was mentioned by President Sexton for Finance Workshop with Diorio, Sexton, Egofske (Chair) and Sullivan and Core Operations Workshop with Colaizzi (Chair), Williams and Davoren with responsible staff identified by Director (i.e. Carrie, Ross, etc.)

Maintenance – Report in packet. Waiting for Mike Slonski to get back from vacation.

Recreation – Report in packet.

Policy & Procedure – Commissioner Diorio stated he and Ken Novak have been working on a Key Policy for key control. The only thing left open for future debate is a replacement dollar value for keys lost. This item is again left open for future discussion.

Commissioner Diorio made a motion to approve the Key Control Policy, with a second by Commissioner Colaizzi. Commissioner Davoren asked if we could pass without the cost and do we want to include the cost of changing all locks if a set of keys is lost?

President Sexton directed staff to check with PDRMA on Key Policy and wording, run it by them and ask to make recommendations. All ayes – motion carried. Commissioner Diorio also reported on new rules effective January 1, 2010 for cell phone use/texting in vehicles. It was recommended for staff to check with PDRMA if they have a policy.

Long Range Planning – Commissioner Williams announced he would be meeting with individuals from ISU in the near future about the potential to with us on a new long range plan.

Oversight – No report.

Safety – Commissioner Diorio reported on discussions with LaCrosse representatives. President Sexton would like to see money/fees paid up front before any land schedule is approved and to ensure baseball use in spring per last year's meeting with various associations is not adversely impacted. Commissioner Diorio indicated he would get together with the Director and look at changes if necessary to the PAF program and who would be responsible for the administration of the plan moving forward in 2010.

Quarry – No report.

New Business – None.

Unfinished Business – The Director was asked by President Sexton to contact Charlene Holtz about the status of Bricklayer Union dispute with Nicholas & Associates and report back. Staff was directed to order a name plate for Treasurer Egofske.

Matters from the Public – A citizen mentioned he believed there was a chip out of the black base under the Core sign. Staff is to check with Rick from GCN.

Commissioner Sexton made a motion to go into executive Session under section Par 120/2. of the open meetings act to discuss subsection C1: dealing with the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body; employment matters and subsection C5: relating to the purchase or lease of real property for used of the public body, with a second by Commissioner Davoren.

Roll call vote: Commissioners Sexton, aye; Colaizzi, aye; Williams, aye; Davoren, aye and

Diorio, aye Motion carried. The session began at 9:40 p.m. Following Executive Session, action was taken on two employment matters. Commissioner Williams made a motion with a second by

Commissioner Diorio to approve an increase of \$2,500 for Fred Howard for additional services with Core Facility and staff. Roll call vote: Commissioners Sexton, aye; Williams, aye; Davoren, aye and Diorio, aye Motion carried. Commissioner Colaizzi had to leave the meeting due to personal family matters. Commissioner Diorio made a motion, with a second by Commissioner Davoren to approve, working with teachers and aides with the Preschool programs, to adjust their wages respectively by up to \$.30 for teachers and \$.20 for aides. Roll call vote: Commissioners Sexton, aye; Williams, aye; Davoren, aye and Diorio, aye Motion carried.

Adjournment – Commissioner Davoren made a motion to adjourn, with a second by Commissioner Williams. All ayes- motion carried.

President

Secretary