

**Bourbonnais Township Park District
Board of Commissioners Meeting
Exploration Station... a children's museum
1095 W Perry Street, Bourbonnais, IL 60914
February 27, 2017 at 5:30 P.M.**

The February 27, 2017 Board of Commissioners Meeting was called to order by President Delabre at 5:30 pm with the following people present:

Commissioners Present: Kim Bennett, Clark Gregoire, Brian Hebert, Anthony Settle and Wayne Delabre.

Appointees Present: Dan Borschnack, Paula Jacobi and Hollice Clark

Staff Present: Lisa Milton, Taylor Garcia, Nicole Martinez, Crystal Martinez, Maribel Eckberg, Sarah Winkel, Paula Rogers, Mike Crews, Todd Poole, and Amy DuMontelle

Visitors Present: N/A

Public Comment: N/A

Pride Recognition: Lisa Milton presented Taylor Garcia and Nicole Martinez with a BTPD P.R.I.D.E Award certificate for their quick, calm and professional response during an emergency situation on the job.

Staff Reports:

Executive Director: – Hollice Clark submitted his monthly Executive Director Report (filed with the February 27, 2017 Board Packet). Along with this report Mr. Clark reported the following:

-Chocolate Tour, co-hosted with the Village of Bourbonnais was a great success, approximately \$3,200.00 (three thousand two hundred dollars and 00/100) was raised to help in the upkeep of the Skate Plaza. Some of this money will be used to install some sound deafening material.

-Talk of a permanent property tax freeze has been included in a super bill that has originated out of the Senate

-There was an accident at the Perry Farm on March 23rd at approximately 4:20 pm. A driver hydroplaned, jumped the curb and run his truck through the portico entrance in front of the Parry Farm House. The portico will be rebuilt as it was.

-A Management Retreat will be held on March 1st. We will be concentrating on increasing revenue and cost containment.

-The Annual St. Patrick Day dinner will be held on March 14th.

-Job Fair is this coming Saturday March 4th 10 am to 1 pm.

Finance & Personnel – Paula Rogers handed out a monthly update memo and the following reports:

-An updated, Estimated Cash Position Report, through June 30, 2017

-Balance Sheet, period ending January 31, 2017

-Revenue and Expenditure Report, period ending January 31, 2017

These documents will be filed with these minutes.

Rogers also reported: We are watching expenditures very carefully.

Exploration Station – Sarah Winkel submitted her monthly report for the Exploration Station which is included in the February 27, 2017 Board Packet.

Recreation - Sarah Winkel submitted her monthly Recreation Department Report. Reports were also submitted from Recreation Supervisors and included in the Recreation Department Report This report has been filed with the February 27, 2017 Board Packet.

Sarah Winkel added the following:

- The second proof of the May-August Brochure is done, mailing should take place during the first week of April.
- Currently applying for a grant for animal homes with Nicole Jenkins
- Had a great crowd at the World's Fair and the Family Fun Fair was a success.

Diamond Point – Mike Crews submitted his monthly Diamond Point Park Report. This report has been filed with the February 27, 2017 Board Packet.

Mike Crews reported the following:

- finishing up preventative maintenance on vehicles
- All of the new dug out benches are complete
- Attended the Sports Turf Managers Conference
- Have approximately 340 teams scheduled as of now for the upcoming season

Parks & Grounds – Todd Poole submitted a monthly Parks and Grounds Report. This report has been filed with the February 27, 2017 Board Packet.

Todd Poole reported the following:

- Honeysuckle clearing continues, have been trying to education people who have questions.
- Ramps will be put back in soon at the Skate Park along with sound deadening application.
- Perry Farm has been quite busy with the mild weather, we continue to try keeping people from parking on the grass.

Completed training through PDRMA, great class, thank you for the opportunity.

Ad Hoc Committee Reports:

Special Recreation: Minutes of November 15, 2016 and January 17, 2017 were submitted and have been filed with the February 27, 2017 Board Packet.

Living History: *No Minutes were submitted.*

Consent Agenda:

A motion was made by Gregoire to approve the consent agenda. Seconded by Settle
Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Abstained, Settle-Aye; Delabre-Aye. Motion carried.

- Approval of minutes for Regular Board Meeting- January 23, 2017
- Finance Committee Minutes of February 22, 2017
- Approval of bills

Unfinished Business:

Purchase of a new concessions trailer. Bid Letting was held on February 23, 2017 at 4:00 PM. One bid was received from Custom Manufacturing in the amount of \$30,593.00 (thirty thousand

five hundred ninety-three dollars and 00/100) A motion was made by Gregoire to award the bid to Custom Manufacturing for a new concessions trailer at the cost proposed. Seconded by Settle. Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Nay, Settle-Aye; Delabre-Aye. Motion carried.

New Business:

A motion was made by Settle to pass Ordinance 2017-02, Travel Reimbursement in accordance with Public Act 099-0604. Seconded by Gregoire. Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Aye. All in Favor, Motion carried.

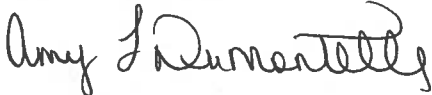
Authorization to trade horse stock. Settle made a motion to allow the trading of one male (Lightning) and one female (Nancy) for one two year old male. Bennett seconded. Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Aye Settle-Aye; Delabre-Aye. All in Favor, Motion carried.

Approval of Disposal Ordinance 2017-03 (“personal property”, not used/outdated) Items will be donated to a not-for-profit organization.

A motion was made by Settle, seconded by Gregoire. Roll call: Bennett -Aye, Gregoire -Aye, Hebert –Aye, Settle-Aye; Delabre-Aye. All in Favor, Motion carried.

Motion to adjourn at by Bennett, seconded by Settle. All in favor, Motion carried.

Respectfully submitted,



Amy L. DuMontelle
Administrative Assistant



Hollice Clark, III, Executive Director

4/24/17

Date



Wayne Delabre, President

4/24/17

Date

Minutes approved at the board meeting of March 27, 2017.