

**Bourbonnais Township Park District
Board of Commissioners Meeting
Exploration Station... a children's museum
1095 W Perry Street, Bourbonnais, IL 60914
July 20, 2015 at 5:30 P.M.**

The July 20, 2015 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: Paula Rogers, Frank Cianci, Sarah Winkel, Nicole Jenkins, Brent LeBran and Amy DuMontelle

Visitors Present: None

Public Comment: - N/A

Employee Presentation:
Nicole Jenkins, Recreation Supervisor

Pride Recognition: N/A

Staff Reports:

Executive Director: – Hollice Clark submitted his monthly Executive Director Report (filed with the July 20, 2015 Board Packet). Along with this report Mr. Clark reported the following:

- It has been decided that the Lowe's Grant: \$5,000.00 (five thousand dollars and 00/100) of material and labor will be put towards improvements to the Recreation Station.
- The district has been working through the Rec Trac conversion to 3.1. This conversion has not been easy on our front line staff, Recreation Supervisors and Frank Cianci. They have worked extremely hard in clearing up the issues that this conversion has caused on the park district.
- All reviews with the management staff have been completed. Each have been given goals for the coming year. I'm proud of the staff and the progression they have made this past year.
- Family Night Out at Diamond Point (a new event this year) was a success. There were approximately 100 (one hundred) people who stayed for the movie. Many who attended the event were discovering our Diamond Point facility for the first time.

Recreation:

Hollice Clark reported that the weather has been a big issue with the Recreation Department this past month. The rain has forced Fun Time Day Camp and Nature Camp to relocate appropriately and many reservations at Willowhaven had to be cancelled because of the flooding that is occurring at this location. I appreciate the adaptability the staff has shown during all of this.

-The well at Willow Haven has tested contaminated since the flooding issues. We are currently working through the steps needed to rectify the problem.

-Executive Director, Clark was asked to have Herb Forkenbrock attend the August board meeting and provide tournament numbers to compare last year to this year.

Reports were submitted from staff members and all reports have been filed with the July 20, 2015 Board Packet, these include:

- July Board Report, Jackie Uphoff
- July Board Report, Jen Coronelli
- WH July 2015, Nicole Jenkins
- July Board Report, Brandi Kaner
- July Board Report, Lisa Milton

Finance & Personnel – Paula Rogers submitted the following:

- a Balance Sheet Prev Year Comparison (as of May 31, 2015)
- a Profit & Loss Prev Year Comparison, May 2015 report
- a Tax Levy 2014 Settlements report and Legislative Update: “Another Property Tax Freeze Proposal Called for Vote” All have been filed with the July 20, 2015 Board Packet.

Paula Rogers reported the following:

- We have received 50% (fifty percent) of the taxes. Our next large payment will come in September.
- Treasurer Dan Borschnack has reviewed the year end financials, it is now with the auditors.

Exploration Station – Sarah Winkel submitted her monthly report for the Exploration Station which is included in the July 20, 2015 Board Packet. Ms. Winkel addressed the Board with highlights from her monthly report:

- Business After Hours will be Monday July 27, 2015 5:00-7:00 p.m. There will be tours, food and drinks. A dedication ceremony honoring Marilyn O’Flaherty will be at 5:45 p.m. We will close the museum at 1:00 p.m. on Monday, July 27th
- July 28, 2015 will mark the 25 year anniversary for the Exploration Station. The party will be that day at 2:00 p.m. with many activities going on both inside and outside.
- The new Imagination Playground is here.

Diamond Point – Mike Crews submitted his monthly Diamond Point Park Report. This report has been filed with the July 20, 2015 Board Packet. Highlights were given as follows by Executive Director, Clark:

- The Bid Letting for the Backstop and Dugout Replacement was held by architect, Doug Bright. 5 (five) contractors submitted bids.

Parks & Grounds – Brent LeBran submitted his monthly Parks and Grounds Report. This report has been filed with the July 20, 2015 Board Packet. Brent reported the following:

- Mowing continues to be a priority, our maintenance team is doing a great job keeping up.
- Staff has been working to cut down dead trees and will be removing stumps when the ground dries to we are able to use the backhoe.
- The new drop gate has been installed by staff just off Kennedy Drive near the barn. This will prevent cars from using this as an entrance/exit.
- Picnic tables have been painted and mulch has been spread on the playgrounds

Ad Hoc Committee Reports:

Special Recreation: N/A

Executive Director, Clark was asked by the Board of Commissioners to contact Tom Breitenbucher, Executive Director of River Valley Special Recreation Association (SRA) and ask him to attend the August 24, 2015 Bourbonnais Township Park District Board meeting.

Living History: N/A

Consent Agenda:

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

- Approval of minutes for Regular Board Meeting- June 22, 2015
- Committee of the Whole Minutes –July 8, 2015
- Committee of the Whole Minutes –July 15, 2015
- Approval of bills

Unfinished Business: N/A

New Business:

A brief discussion was held concerning, River Valley Special Recreation Association (SRA) advisory committee appointments. It will be discussed at the next SRA meeting, how this will work and whose current advisory committee members' terms are on a three (3) or five (5) year cycle.

The Bid Letting for the Backstop and Dugout Replacement was held July 15, 2015 at JH2B Architects, Inc. 187 S. Schuyler Ave., Suite 110, Kankakee, IL 60901 by architect, Doug Bright at 2:00 p.m. A total of 5 (five) contractors submitted bids. A copy of the Bid Tabulation Sheet with bids listed and a letter of recommendation from JH2B Architects, Inc. has been filed with the July 20, 2015 Board Packet

Based on the recommendation of JH2B Architects, Inc. Gregoire made a motion to award the contract to Piggush Simoneau Inc. for the Backstop and Dugout Replacement project at Diamond Point Park in the amount of \$371,302.00 (three hundred seventy-one thousand three hundred two dollars and 00/100) *This includes the Base Bid of \$238,509.00 (two hundred thirty-eight thousand five hundred nine dollars and 00/100) plus Alternate G-2, \$104,500.00 (one hundred four thousand five hundred dollars and 00/100) and Alternate G-3, \$28,302.00 (twenty-eight thousand three hundred two dollars and 00/100)* Settle seconded. Roll call: Bennett -Aye, Gregoire -Aye, Hebert -abstain, Settle-Aye; Delabre-Aye. Motion carried.

Preliminary Discussion on Refinancing Bonds:

Executive Director, Hollice Clark explained that he has spoken to Dave Philips from Speer Financial concerning refinancing our bonds and getting capital dollars for the park district. Mr. Clark explained the advantage of bonding out and paying off our current bond issue. If the property tax freeze currently being entertained is created, it would mean we could not bond out.

Bennett made a motion to enter into Closed Session to discuss the following topics as permitted by State Statute: Items pertaining to 5 ILCS 120/2 (1) (Personnel): The appointment, employment, compensation, discipline, dismissal, performance or personal status of employees. Items pertaining to 5 ILCS 120/2 (c) (5) (Real Estate): The acquisition or lease of real property or the selling or rental price of real estate. Items pertaining to 5 ILCS 120/2 (2) (Collective Bargaining): Collective bargaining matters between the park district and its employees or their representative or deliberations concerning salary schedules for one or more classes of employees AND Items pertaining to 5 ILCS 120/2 (c) (21) (Review Close Session Minutes) semi-annual review of closed session minutes

Settle seconded. Roll call: Bennett -Aye, Gregoire -Aye, Hebert -Aye, Settle-Aye; Delabre-Aye. Motion carried.

In: 6:00 P.M

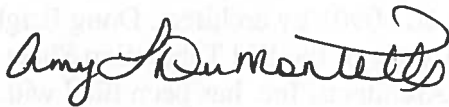
Motion to come out of Executive Session made by Gregoire. Seconded by Bennett. Roll call: Bennett -Aye, Gregoire -Aye, Hebert – Aye, Settle-Aye; Delabre-Aye. Motion carried.

Out: 6:05 P.M.

A motion was made by Settle to release all closed to session minutes for the time period reviewed, second by Gregoire. Roll call vote: Bennett-Aye; Gregoire-Aye; Hebert-Aye; Settle-Aye; Delabre-Aye All in favor, Motion carried. (This releases Executive Session minutes: March 23, 2015, May 18, 2015 and June 15, 2015)

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

Respectfully submitted,

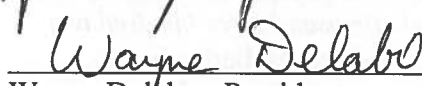


Amy L. DuMontelle,
Administrative Assistant



Hollice Clark, III, Executive Director

08/24/15
Date



Wayne Delabre, President

8-24-2015
Date

Minutes approved at the board meeting of August 24, 2015.