



Bourbonnais Township Park District
Board of Commissioners Committee of the Whole Meeting
Recreation Station
770 E Franklin St, Bradley, IL 60915
February 6, 2024 at 5:30 pm

On February 6, 2024, President Zinanni called the Board of Commissioners Committee of the Whole Meeting to order at 5:30 pm with the following people present:

Commissioners Present: William Bukowski, Jeff Mullinax, David Sadler, Dave Zinanni

Appointees Present: Amanda Langlois- Board Secretary, John Wilson- Interim Executive Director, Jamie Boyd- Board Attorney, Rob Romo-Treasurer

Executive Directors Report-

Wilson stated that he hopes that everyone likes the new format on the agenda and the leadership team is here and have all submitted a report. Please read their reports and ask questions if you have any. Everyone has a Mixdesigns report which is a master plan for Perry Farm. This will be a great project for BTPD to have a destination spot for visitors. Zinanni added that we had Mixdesigns previously and they were great. The proposal is \$90,000 and it is strictly for design Phase One, which will redesign the whole park. The board can plan the capital planning around this. Wilson stated the presentation that Mixdesigns gave him was very impressive. He will be meeting next week with the school about easements for the new maintenance building. He has already met with Cole Jarvis and the project is moving along.

Wilson continued that the Board met last month with Executive Decisions and the residency requirement is an issue and will need to be addressed. Discussion was had on this and they agreed they will table this at the board meeting for further discussion.

Core Values are in the packet and Wilson would like the board to vote at the meeting to adopt these. Everyone agreed and thought this was a good idea.

Next item was in the Employee Handbook #508. Prior they have to submit a request to use equipment, facility, tools, vehicles, etc. The new policy will no longer allow this. Employee Handbook #701, was the next item to discuss and this change will let staff talk to the board. The Executive Director is still the main link between them, but the staff needs to be able to interact with the board, especially during the committee meetings.

Wilson stated Executive Decisions would like to offer to do two 4 hours workshops for board training and this would be a great opportunity for all. Mullinax and Bukowski noted that they are definitely always looking for knowledge and help when it comes to the board.

Emergency closing sheet will be updated. The Executive Director will call the President of the Board and then he/she can then let other board members know as well. This also states that the district follows closures that the Bradley School District does and it updates contact numbers, etc.

Wilson continued that the Bike Path Agreement has been signed, he is meeting next week with the Kankakee County Historical Society to get their input. He also attended a DEOC workshop for grant money that the district will be receiving and it will be awarded for historical building improvements.

Finance & Personnel-

Cherie Smolkovich gave a brief explanation of how the Chocolate Tour went. She stated that the figures are still out, but we definitely did very well and the public truly enjoyed themselves. Everybody came together and put on an amazing event for them! She added that on March 13, 2024 will be the St Patrick's Day Dinner, please let Langlois know if you will be attending.

Wilson stated that this committee has met and talked about reorganizing the district and committee structure formulations. More information will come soon. Zinanni asked if there were any questions on the bills and payroll.

Recreation- Mullinax wanted to thank Kelli Brza for helping out with RVSRA during their time of need. As a board member on their board, he really appreciated that we reached out to them and helped with IMRF, payroll, etc. Keele and Scott gave a brief description of what was in their reports in the board packet. Smolkovich did add that her and Scott met with KVPD and brainstormed about programming and trips and they will be meeting again in April. Zinanni thanked staff for everything.

Wilson would like the proposal for the new maintenance building to be approved. Zinanni stated the building would be behind the grade school and we would use their roadway and we then would increase their pathway to help busing. The cost for this would be \$3000 for MG2 to do the specs, there would be a separate price for administrative offices to be added to this building.

Parks & Facilities Committee-

Crews gave a brief explanation of what was in his report. Safety Coordinator Galloy wanted to make sure the board knew that the committee has met and things are going well. He hoped that they had a chance to take the survey that Langlois gave them. All staff took this as well. He is hoping that in 6 months our scores will improve. Galloy went over his normal staff report as well and included that he is trying to collaborate with ONU and DNR to do a class at the district with burning the prairie. We may reach out to KVPD and the fire department to attend this training too.

Wilson has information on a stump grinder that he would like board approval on. The cost is \$7837.64. The board will vote on this tonight.

Policy Review

Once a year the board should look through the whole binder and look at all of the policies. Boyd should be included on this as well as the committee members.

Planning Committee

Wilson strongly recommends adding this committee to the board policy. He would like the board to establish the following committees:

Finance & Personnel
Parks & Facilities
Recreation
Policy Review
Planning

Zinanni stated that with these committees, it will help the board to make informed decisions rather than just putting a stamp of approval on items. Both commissioners and employees will be able to have discussions on topics and items and bring them to the whole board for further discussion and voting. The Recreation Committee might actually meet soon since the new brochure is in the works.

Zinanni officially announced that Dr O'Connor resigned as of January 9, 2024 due to family and business obligations. He would like to do a Resolution to change the term of Commissioners from 6 years to 4 years. Boyd will create the Resolution.

New Business

Wilson stated that a group of employees went to conference and they will all be receiving scholarships from IPRA. He had to do some work because we had the wrong application, but he worked it out, and they will all be receiving funds.

Public Comment: None

Zinanni asked if there was a motion to adjourn the meeting at 6:59 pm. Sadler made the motion and Bukowski seconded. Roll Call: Sadler-aye, Mullinax-aye, Bukowski- aye, Zinanni-aye. Motion carried.

Minutes respectfully submitted by Amanda Langlois.

Amanda Langlois, Board Secretary

Date

David Zinanni, President

Date

Minutes approved at the board meeting of February 27, 2024