

Regular Meeting
January 26, 2015

At the call of President Glen Marcum, the Joliet Park District Board of Commissioners met for a Regular Meeting on Monday, January 26, 2015 in the Board Room of the Presence Inwood Athletic Club, 3000 W. Jefferson Street, Joliet, IL. The meeting began at 5:00pm.

Pledge of the Flag

The Pledge of the Flag was led by Commissioner Gulas.

Commissioners Present: Marcum, Schultz, Gould, Gulas, Broderick

Commissioners Absent: None

A. Approval of the minutes of Regular Meeting of December 22, 2014

A motion was made by Vice President Schultz, seconded by Commissioner Gulas, to approve the minutes of the Regular Meeting of December 22, 2014. The motion carried as follows:

Ayes: All in favor

Nays: None

B. Approval of the bills and payroll for the month of December 2014

A motion was made by Commissioner Gould, seconded by Vice President Schultz, to approve the bills and payroll for the month of December 2014. The motion carried as follows:

Ayes: All in favor

Nays: None

1. Wedgewood Golf Course Renovations – Martin Design \$49,025.64
Dominic Egizio, Chief Executive Officer, stated that this is the final bill from Martin Design. At this point, the Joliet Park has ownership of all documents for the Wedgewood Golf Course for when the renovation begins. This payment finalizes the contract we have with Martin Design. The total amount spent was \$130,000.00.

A motion was made by Commissioner Broderick, seconded by Commissioner Gulas, to approve the bill for \$49,025.64 from Martin Design. The motion carried as follows:

Ayes: All in favor

Nays: None

C. Treasurer's Report for the month of December 2014

Cash on hand	\$1,002,235.39
Receipts	\$1,558,645.04
Disbursements	\$1,615,487.46
Cash on Hand	\$ 945,392.97
Total Investments	\$6,317,386.37
Total Cash and Investments	\$7,262,779.34

Mr. Pehle, Director of Finance, stated that the Operating Fund was \$1,105,890.47 compared to \$993,370.19 at the end of 2013. The Joliet Park District should end the fiscal year strong due to payroll being down because of the early retirement payout and significantly less hours spent for snow removal than last year.

A motion was made by Commissioner Broderick, seconded by Commissioner Gould, to approve the Treasurer's Report for the month of December 2014. The motion carried as follows:

Ayes: All in favor

Nays: None

D. Opportunity For The Public To Speak - 3 minute time limit

When given the opportunity to speak, no one from the public came forward to address the Board.

E. Communications

1. Chief Executive Officer's Correspondence

Mr. Egizio acknowledged the following staff members for doing an excellent job presenting at the IAPD/IPRA Conference last week: Kristen Bernier, Josh Barry, Gina Rodriguez and Carrie Anderson. The Joliet Park District won a Communication Award for Sponsorship and Green Marketing Award for the Community Garden

Mr. Egizio informed the Board that the Special Olympics basketball tournament is Saturday, January 31st from 8:00 a.m. to 2:00 p.m. at the Multi-Purpose Center.

Mr. Egizio announced that the referendum bonds were sold at a 3.7%. It looks like the Joliet Park District will save around \$300,000 below originally anticipated.

Mr. Egizio stated that there is a tentative Special Meeting scheduled for March 16, 2015. This is the same day as Legislative breakfast. The Special Meeting is for approving the putting the budget on a 30 day notice.

2. 2014 Year in Review

Mr. Egizio presented the 2014 Year in Review to the Board. Mr. Egizio stated that the biggest accomplishment for the year was the passing of the November 4, 2014 \$19.5 million Referendum. Over 71% of the voters approved of the Referendum. Mr. Egizio continued by commenting on the following departments.

Communications & Marketing

The 2014 Taste of Joliet set a new record for attendance (over 60,000 visitors), ticket sales (\$383,000) and beer sales (\$223,158.75). The fest continues to grow and are looking forward to another great event in 2015.

The Joliet Park District made the switch from three annual program catalogs to two, saving over \$30,000 in printer and distribution costs.

Joliet Memorial Stadium

Hosted the following events: 16 Football & 29 Soccer Games, first lacrosse tournament, first Spartan Workout and both high school and college track meets.

Splash Station

Over 65,000 adults and children attended Splash Station in 2014 despite a tough summer weather wise. Over 50 youth groups and birthday parties were booked. Added ADA friendly entry points in zero depth pool to accommodate needs. Continued popular theme days such as Wacky Wednesdays and Teen Night. Hosted World's Largest Swim Lesson in June.

Employed around 200 young men and women as lifeguards, admissions, concessions, deck staff and maintenance.

Golf

Hosted 88 golf outings and 32 golf leagues. Over 80,000 rounds of golf were played. Hosted boys and girls IHSA golf regionals and hosted the 49th annual Joliet Amateur golf tournament and had another full field of 180 golfers.

Ice Arena

Ice Show was on April 11 and 12, 2014. The number of skaters was 115 with 1200 people watching the 3 ice shows.

Fitness Center

Maintained over 5000 members at years end. Had first Joliet Loses a Ton event and Joliet lost more than 2300lbs (2015 event started Monday the 19th). Had over 2600 runners in the three races. Added two Octanes, a Jacobs's Ladder and new spin bikes. Staff attended over 20 health fairs throughout the Community.

Planning and Parks

Installed new playgrounds at Spieler Park and Preservation Park. Completely renovated Forest Park, with walking trail, updated playground equipment, new baseball field, soccer field and signage. Implemented a parks weed preventative program. Installed Grove Rd. Park's temporary access drive.

Joliet Regional Airport

The Automated 24 hour fuel pump is fully operational. There was a record turnout at the annual Airport Festival and celebrated the airport's 85th anniversary.

Nature Center/Pilcher Park

The OSLAD Grant for the Hoberg property was approved. A return of a red-tailed Hawk named Sky. Aligning Nature center field trips with Common Core and Next Generation Science Standards increased attractiveness for schools to book with the Nature Center.

SRJC

In April, SRJC began the Daytime Connection Program for adults 21 years and over. They participate in a variety of activities including cleaning / picking up of trash at our parks and around our facilities. Two volleyball athletes, Jason Akbur and Johnny Riley, competed in the Special Olympics National Games in New Jersey. Their team received the gold medal. SRJC is now providing Leisure Education to over 250 students in 40 classrooms.

Hartman Recreation Center

After school programs are in the following Joliet School District 86 schools: Sandburg, Taft, Forest Park, AO Marshall and Pershing. Since August, there has been over 1,200 children students from these schools participating. Summer Camp had over 80 children participate in the 10 week program. Easter Egg Hunts at Nowell Park and Heggie Park had over 500 people in attendance. Movies in the Park were held at 5 different parks over the summer with over 400 people in attendance. Back to School Festival at Nowell Park had over 500 people in attendance. Starting up a new partnership with Joliet Central High School and will be doing Joliet Pride flag football program which is similar to Joliet Pride Basketball.

Recreation Programs & Events

Every weekend from the end of March through mid-October there was a tournament held at the Inwood Sports Complex for either adult softball, girls' softball, college softball or boys' baseball. Total rental for these tournaments collected over \$50,000. There were 34 participants in the Chicago Blackhawks trip. The Trip sold out five days. There was 288 adult softball teams participate in the Joliet Park District leagues. Over 1,300 children participated in the youth soccer program. Over 150 children participated in the tee-ball program. Total participation for the Gymnastics/Cheer/Tumbling programs for the year was 1,335 participants. There was 270 children in day camp this year. This is up from 45 children from last year. Concerts in the Park were a success this year. The attendance has continually grown over the years. Currently planning on adding a fifth concert in 2015. Casey O'Connell received her Masters of Science in Recreation, Sport and Tourism degree from the University of Illinois and Laura Brumfiel received her Masters in School Counseling from Lewis University

Sunshine & Rainbows

There are 191 students enrolled for the 2014-15 school year. 40 students attend the Enrichment Program that directly follows the preschool morning session. The program provides students weekly with a structure Physical Education and Spanish Class. Students are working on Mrs. Obama health initiative, "Let's Move". Weeping Willows & Flying Solo Early Learning Program has had 60 students enrolled in each session since September. Specialty Birthday Parties at the MPC are booming; there has been over 25 birthday parties since September. The following staff have received awards: Karen Cooper received Illinois State Champion Award and Becky Vercellotti received JAAEYC Limit is the Sky Award.

Synergy Dance Program

This is over 250 participants including recreational classes & competitive team.

State of the District – Finance Department

2014 was a busy year for the finance department that saw a lot of changes and a continued effort to streamline the department processes. It was Matt Pehle's first full year as Director of Finance which enabled him to go through a full cycle of activity, including his first Taste of Joliet. The biggest activity was in the beginning of the year dealing with logistics of the Early Retirement Incentive. This took a lot of time for the entire department in administering the paper work, payouts and continuing health insurance aspects of this program and came through without any major issues. Towards the end of the year the finance department started to see the decrease in payroll amounts that were anticipated from implementing this program. The department saw the retirement of long-time payroll supervisor Jean Carmack. She was replace her with her assistant, Laura Turk, and change our payroll processing staff from 2 full-

time employees to 1 full-time employee and 1 part-time employee, saving around \$30,000 per year. The department was able to do this due to Ms. Turk efforts to streamline the process and embrace technology to make things run more smoothly. 2015 looks to run even better in the payroll area with a continuing increase in direct deposit participants and the Board's help in moving the payroll day to Friday from Thursday. The department implemented a document destruction plan that allowed, with the approval of the State, disposal of 100's of cubic feet of documents. This included emptying an entire room in the attic of the Multi-purpose center that is now being used to securely store equipment for the SRJC and other youth sports programs. The department will continue destroying documents on an annual basis now in accordance with this plan. Additionally the department is producing only a small percentage of the paper then producing previously as now storing the payroll and accounts payable reports electronically rather than printing them. For the second consecutive year the District maintained a positive operating cash balance throughout the entire 12 months ending the year over \$100,000 ahead of the end of 2013.

F. Action Items

1. Old Business

There was no Old Business brought before the Board for consideration.

2. New Business

a. Office Hours

Mr. Egizio discussed how the Joliet Park District does not have official office hours posted. Mr. Egizio suggested that the office hours be Monday through Friday from 8:00 a.m. – 4:00 p.m. A Resolution for the office hours will be presented at the February Board meeting.

b. Request from Cystic Fibrosis Foundation to use Pilcher Park for their Joliet Great Strides Walk

Mr. Egizio presented a request from the Cystic Fibrosis Foundation for the use of Pilcher Park and to waive the fee for the pavilion rental.

A motion was made by Vice President Schultz, seconded by Commissioner Gould, to approve the request from Cystic Fibrosis Foundation to use Pilcher Park and to waive the pavilion fee for the Joliet Great Strides Walk. The motion carried as follows:

Ayes: All in favor

Nays: None

c. Joliet Regional Airport - Rehabilitation of Access Taxiways

Mr. Egizio and Jennifer McFarland, Joliet Regional Airport Manager, presented the access taxiways paving project. The Board of Commissioners were asked to vote on accepting the allocation of money for the project. The Joliet Park District's share of the project is \$25,000. The total project is \$500,000.00. Ms. McFarland informed the Board that if the project was not approved the Joliet Regional Airport may lose the money allocated to the airport. Ms. McFarland continued to say that the money is available and if approved this project will be completed by end of year.

There was a discussion about the Joliet Park District's purchase of the gas station being a priority after the taxiways are completed. Commissioner Gould mentioned a concern about the condition of the main building at the airport.

A motion was made by Commissioner Gulas, seconded by Commissioner Broderick, to approve the project for the Joliet Regional Airport Rehabilitation of Access Taxiways. The motion carried as follows:

Ayes: All in favor
Nays: None

- d. Ordinance #794 - Annexing Property into the Joliet Park District (21101 Schweitzer)

Mr. Egizio stated that this a piggyback annexation off the City of Joliet.

A motion was made by Vice President Schultz, seconded by Commissioner Gulas, to approve Ordinance #794; Annexing Property into the Joliet Park District. The motion carried as follows:

Ayes: All in favor
Nays: None

- e. Chief Executive Officer's Approval Limit Increase

Mr. Egizio stated that currently the Chief Executive Officer of the Joliet Park District has the authority to approve purchases up to \$10,000. After surveying other area park districts, it was found that the other park districts' purchase limit is just under \$20,000; which is the threshold for bidding. With the upcoming referendum projects and construction, the staff is recommending increasing the approval limit from \$10,000 to \$19,500.

A motion was made by Vice President Schultz, seconded by Commissioner Gould, to approve the staff's recommendation to Increase the Chief Executive Officer's Approval Limit from \$10,000 to \$19,500. The motion carried as follows:

Ayes: All in favor
Nays: None

3. Bids

- a. Award of 2015 Catalog Bid

Brad Staab, Director Public Relations/Marketing presented the catalog bid for the next two years which is four catalogs. The bid information was advertised in the Herald News.

Mr. Egizio is recommending to accept the bid of K. K. Stevens from Astoria, IL for the printing of the Joliet Park District's catalog for \$19,353.56 per printing for two years.

A motion was made by Commissioner Gould, seconded by Commissioner Gulas, to approve the staff's recommendation to accept the bid of K. K. Stevens from Astoria, IL for the printing of the Joliet Park District's catalog for \$19,353.56 per printing for two years. The motion carried as follows:

Ayes: All in favor
Nays: None

4. Quotes

a. Award of Engineering for Professional Services –
Pilcher Park Road Renovation

Mr. Egizio presented the proposal from Ruettiger, Tonelli & Associates, engineer of record, in the amount of \$48,500 for the engineer work needed for the Pilcher Park roads. The funding will be funded by the voter approved Referendum Bonds. It is the staff's recommendation to accept the quote from Ruettiger, Tonelli & Associates.

A motion was made by Commissioner Gould, seconded by Commissioner Gulas, to approve the staff's recommendation to accept Ruettiger, Tonelli & Associates' quote in the amount of \$48,500 for the engineer work needed for the Pilcher Park roads. The motion carried as follows:

Ayes: All in favor
Nays: None

F. Board Comments

1. Committee Reports

a. Joliet Park Foundation

There was no Report for the Joliet Park Foundation Committee.

b. Joliet Regional Airport

There was no report for the Joliet Regional Airport Committee.

Commissioner Broderick suggested to advertise on the website the awards the Joliet Park received at the IAPD/IPRA conference.

Vice President Schultz commending the staff of the Joliet Park District for all of the hard work and accomplishments for 2014.

H. Executive Session: The appointment, employment, compensation, discipline, performance or dismissal of specific Park District Employees; Collective negotiating matters between the Park District and its employees or their representatives or deliberations concerning salary schedules for one or more classes of employees

At 5:55 p.m. a motion was made by Vice President Schultz, seconded by Commissioner Gulas, to go into Executive Session for the purpose of the appointment, employment, compensation, discipline, performance or dismissal of specific Park District Employees; Collective negotiating matters between the Park District and its employees or their representatives or deliberations concerning salary schedules for one or more classes of employees.

I. Action from Executive Session

At 6:17 pm, a motion was made by Commissioner Gould, seconded by Vice President Schultz, to exit Executive Session with no action taken. The motion unanimously carried.

J. Adjournment

At 6:18 pm, Commissioner Gould motioned to adjourn the meeting. His motion was seconded by Commissioner Gulas and it unanimously carried.

Respectfully submitted,

Dominic P. Egizio, Jr.
Board Secretary