

Special Meeting
March 16, 2015

At the call of President Glen Marcum, the Joliet Park District Board of Commissioners met for a Special Meeting on Monday, March 16, 2015 in the Board Room of the Presence Inwood Athletic Club, 3000 W. Jefferson Street, Joliet, IL. The meeting began at 1:30 pm.

Pledge of the Flag

The Pledge of the Flag was led by Commissioner Gulas.

Roll Call

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

Commissioners Absent: None

A. Action Items

1. Bids

a. Equipment Lease – Joliet Park District Vehicles

Dominic Egizio, Chief Executive Officer, informed the Board that the bids for the Joliet Park District replacement trucks came in over budget. The budget is \$100,000.00 and the bids came in around \$130,000.00. Larry Burich, Director of Planning/Parks made changes to the specs and are being reviewed. There will be a rebid and brought to the Board at the April 27, 2015 meeting.

President Marcum questioned how many companies were sent bids. Mr. Burich said the bid was posted in the Herald News and the number of companies was uncertain. Mr. Egizio stated that the Commissioners will be sent the names of all the companies that received a bid package.

A motion was made by Vice President Schultz, seconded by Commissioner Broderick, to reject all bids for the Joliet Park District Vehicles/Equipment Lease. The motion carried as follows:

Ayes: All in favor

Nays: None

2. Quotes

a. Architect – East Side Community Center and Indoor Training Facility

Mr. Egizio presented the Board two separate letters and two separate contracts for the award of architect for the East Side Community Center and Indoor Training Facility. The staff is recommending architect Daniel Atilano with Dewberry, Elgin, IL. Mr. Atilano, is architect of record and worked with the Joliet Park District on the Inwood Athletic Club. There is a good working relationship with Mr. Atilano.

Mr. Egizio stated that any photography taken for Mr. Atilano's marketing purposes would be Mr. Atilano's financial responsibility. The Joliet Park District will be charged if the request for photography comes from the District.

Commissioner Gould questioned the language in the East Side Recreation Center contract mentioning Nowell Park, specific features in the recreation center along with demolition of the existing Bath House.

Mr. Egizio explained that Nowell Park was used in the contract because it was mentioned during the referendum campaign and it is on Joliet Park District property. However, The Joliet Park District will look at other options to make sure Nowell Park is the most cost effective option. The features mentioned are a starting point based on community comments and the recreation programs the Joliet Park District would like to offer. Lastly, the demolition of the Bath House is still being reviewed. Mr. Egizio stated that the facility needs to be able to generate revenue to be self-sufficient.

Commissioner Broderick stated that the Nowell Park location makes the most sense because it is on Joliet Park District property and the location was communicated to the community.

Mr. Gould requested that the Board be kept informed on the progress of the East Side Recreation Center. Mr. Egizio stated that staff will be conducted several meetings and then bring three design options to the Board. The last step would be to have a community meeting to bring designs to the community for comments.

A motion was made by Vice President Schultz, seconded by Commissioner Gulas, for approval of the East Side Community Center Contract with Daniel Atilano, Dewberry Elgin, IL subject to form and acceptance from the Chief Executive Officer and attorney review. The motion carried as follows:

Ayes: All in favor

Nays: None

Mr. Egizio informed the Board that the Indoor Training Facility's location is still being reviewed. Two locations being considered are the old soccer field and next to the Multi-Purpose Center. The Multi-Purpose Center may be the most cost effective option because of staffing and the entrance to the Multi-Purpose Center needs to be address for ADA standards.

Mr. Egizio stated it is the staff recommendation for approval of the Indoor Training Facility Contract with Daniel Atilano, Dewberry Architects Inc., 25 South Grove Avenue, Suite 500,

Elgin, IL 60120, subject to form and acceptance from the Chief Executive Officer and attorney review.

Commissioner Broderick expressed concerns about adequate parking if the new Training Facility was built next to the Multi-Purpose Center. Mr. Egizio stated he would look into parking options.

A motion was made by Commissioner Gould, seconded by Commissioner Broderick, for approval of the Indoor Training Facility Contract with Daniel Atilano, Dewberry Architects Inc., 25 South Grove Avenue, Suite 500, Elgin, IL 60120, subject to form and acceptance from the Chief Executive Officer and attorney review. The motion carried as follows:

Ayes: All in favor

Nays: None

b. Construction Manager – East Side Community Center and Indoor Training Facility

Mr. Egizio presented two proposals to the Board from Henry Brothers Construction Company for the East Side Community Center and Indoor Training Facility. Mr. Egizio stated that Henry Brothers Construction Company was the Construction Manager doing the building of the Inwood Athletic Club. Henry Brothers Construction Company was able to finish the project two weeks early and under budget while dealing with a multi-million dollar fire doing the construction.

Mr. Egizio stated it is the staff recommendation to approve Henry Brothers Construction Company, 9821 South 78th Avenue, Hickory Hills, IL 60457, as the construction manager for the East Side Community Center and Indoor Training Facility based on services of individuals possessing a higher grade of professional skill and a positive past history with the Joliet Park District projects.

A motion was made by Commissioner Broderick, seconded by Commissioner Gould, for the Chief Executive Officer to negotiate a contract, subject to attorney review, with Henry Brothers Construction Company, Henry Brothers Construction Company, 9821 South 78th Avenue, Hickory Hills, IL 60457, for the East Side Community Center. The motion carried as follows:

Ayes: All in favor

Nays: None

A motion was made by Commissioner Gould, seconded by Commissioner Gulas, for the Chief Executive Officer to negotiate a contract, subject to attorney review, with Henry Brothers

Construction Company, 9821 South 78th Avenue, Hickory Hills, IL 60457, for the Indoor Training Facility. The motion carried as follows:

Ayes: All in favor

Nays: None

B. Discussion

1. 2015 Fall Event

Mr. Staab presented to the Board an idea for a Saturday Fall Event. The Fall Event would be a country music concert similar to the Bret Michaels and Meat Loaf events. Mr. Staab asked the Board if a Fall Event would be something the Board would like to see.

The Board was in agreement to having a Fall Event.

President Marcum acknowledged Mr. JD Ross on being instrumental in the passing of the November 4th referendum. The Board thanked Mr. Ross for his support.

2. 2015-2016 Budget

a. 2015-2016 Annual Operating Budget – seeking approval for 30 day public display

Chief Executive Officer Dominic Egizio began by saying that the proposed budget would be reviewed page by page after which he will ask the Board to approve the budget, including any changes, to be put on 30-day public display.

Recreation Programs

Mr. Egizio moved discussion to Day camp, Troy Trojans Fees and Youth Classes. Terry Keigher, Director of Recreation, and Casey O'Connell, Recreation Superintendent, informed the Board that the funds from Child Care Resource & Referral agency (CCR&R) are not guaranteed to come into the Joliet Park District for Fiscal year 2015-2016. Based on past experience with CCR&R funding, the decision was made to keep the revenue, which is \$70,000.00, in the budget.

The Joliet Park District will continue to accept children if they have an approval letter even though there may be a chance that the revenue may not come in from CCR&R. The fall programs will need to be adjusted if the District loses the \$70,000.00.

Overview

Mr. Egizio stated that the budget does account for the \$9.10 minimum wage increase, the Human Resource position, Hartman Recreation Center position and an existing union position that will be filled. The budget includes raises for full-time staff and for part-time staff when part-time staff begins a third year of employment. The budget does not include additional staff for the new East Side Recreation Center and Indoor Training Facility since it is not likely the buildings will

not be completed by the 2015-2016 fiscal year. Lastly, there may be a need for additional senior citizens programs which would call for additional staff. The additional staffing is not in the budget.

Matt Pehle, Director of Finance, gave a summary of revenue by source in the Operation Fund. The largest source of revenues is program revenue at ten million which is almost 60%. Next would be the property tax which is five million and replacement taxes is a little over one million. There is about 37% of total revenue from taxes. Smaller revenue include grants and sponsorships. Largest expenses by type in the Operation Fund is salaries which is almost 50% of expenses followed by fringe benefits. Recreational Fund has been leveled for a few years and the General Fund has been increasing since 2012. The budget indicates that the Joliet Park District is going in the right direction and should continue to work on the General Fund.

Joliet Regional Airport

Mr. Egizio stated that there are no significant changes to the Joliet Regional Airport budget. Larry Burich, Director of Planning/Parks, stated that revenue increased slightly because of fuel. Commissioner Gould inquired about towing revenue. Mr. Egizio noted that at this time, the Airport does not charge for towing. Mr. Egizio stated that there is no debt at the Airport. All Airport bonds have been paid off.

The Board recommended no changes to the Joliet Regional Airport Budget.

Golf Course

Ted Brodeur, Director of Revenue Facilities, noted that the budget is similar to last year. Many of the line items have been combined. Last year the Golf Courses went from three to two superintendent. Staff did a great job keeping the courses in great condition. As of today, the 2014-2015 fiscal year is \$127,000.00 better than last year. Mr. Brodeur stated that the revenue is very conservative. Mr. Brodeur noted that the Cart Barn has been generating good revenue for Inwood. Woodruff may see a slight increase in revenue due to Woodbine Golf Course closing. President Marcum asked why Wedgewood's Concession sales are \$46,000.00 less than Inwood. Mr. Brodeur stated that Inwood has more golf outings which increases the concession sales. Wedgewood does generate good revenue from the driving range.

The Board recommended no changes to the Joliet Park District Golf Courses.

Horticultural Center/Greenhouse

Mr. Keigher stated there are no changes to revenue for the Horticultural Center/Greenhouse. Expenses are up about \$30,000.00 for repairs, heating fuel and labor which are three full-time union positions. Mr. Egizio stated that the contract with Cutting Edge is being reviewed. President Marcum requested number of events that are held at the Horticultural Center.

The Board recommended no changes to the Horticultural Center/Greenhouse.

Community Garden

Mr. Egizio stated there are a few changes to the budget. Twelve hours a week for part-time staff was added to help with maintenance and revenue is down due to uncertainty of grant revenue.

The Board recommended no changes to the Community Garden.

Administration

Mr. Pehle noted a significant change is the addition of a Human Resource Manager position for \$50,000.00. The position will be advertised in May or June and hired by mid-July.

President Marcum asked about the credit card expenses. Mr. Pehle moved credit card expenses to the department where the charges come from. For example, if someone pays for a program in the Recreation department, the credit card expense will be deducted from the Recreation department's revenue.

The Board recommended no changes to the Community Garden.

Park Services

Mr. Egizio noted one change in the Park Services' budget is filling an existing full-time position. Commissioner Gould asked about the chargeback expense. Mr. Pehle stated that Park Services hours are allocated to the department where staff worked. Mr. Egizio informed the Board that the uniform expense went up due to providing staff with recognizable uniforms so Joliet Park District participants are able to identify District employees.

The Board recommended no changes to Park Services.

General Fund

Mr. Pehle stated biggest change for the General Fund is the Referendum Bonds coming in for park projects.

The Board recommended no changes to the General Fund.

Sports Program

Mr. Keigher stated no changes. There are additional expenses from the charge back expense from Multi-Purpose Center overhead and Park Services. The Board recommended no changes to the Sports Program.

The Board recommended no changes to the Sports Program.

General Recreation Program

Mr. Keigher noted that Ballroom Dance has been discontinued. The camp fees were raised by \$50.00 with the potential of the minimum wage increase. Mr. Keigher restated the \$70,000.00 from CCR&R is in the 2015-2016 budget. There is an expense added for SRJC staff for when a disabled individuals would like to participate in a regular class.

The Board recommended no changes to the General Recreation Program.

Fitness Center

Mr. Brodeur noted the proposed revenues in the budget are projected low and expenses high so there will be no surprises. The races are now included in the Inwood Athletic Club budget. There was a change in moving the front desk personnel expenses to the correct location. For example, the front desk personnel in the Ice Arena is now charged to the Ice Arena. Mr. Egizio stated that the nursery for the fitness center does not generate income. The feeling is that this is a service to the Inwood Athletic Club members.

The Board recommended no changes to the Fitness Center.

Joliet Memorial Stadium

Mr. Egizio stated there are no significant changes.

The Board recommended no changes to the Joliet Memorial Stadium.

Splash Station

Mr. Brodeur stated there are no significant changes. A small change was moving the deck staff to lifeguards. The group rentals are doing better so there is an increase in revenue.

Commissioner Gould asked about repairs. Mr. Brodeur noted that most of the equipment has been replaced and the leaks have been repaired.

The Board recommended no changes to Splash Station.

Hartman Recreational Center

Mr. Egizio noted that a significant change was adding a full-time position at Hartman Recreational Center.

Commissioner Gould asked about the staffing at Nowell Park compared to staffing at Hartman Recreational Center. Mr. Egizio stated that the Nowell Park facility will not have the afterschool program.

The Board recommended no changes to Hartman Recreational Center.

Ice Arena

Mr. Brodeur stated there are no significant changes.

The Board recommended no changes to the Ice Arena.

Softball/Sports Complex

Mr. Keigher stated there are no significant changes with revenue. Increase in expense for the potential of minimum wage increase and a new fence. There are complaints about the infield. Mr. Keigher will look into options to improve the infields.

The Board recommended no changes to Softball/Sports Complex.

Mission Boulevard/Soccer Complex

Mr. Keigher stated there are no significant changes. Commissioner Gould asked about adding a concession stand. Mr. Egizio stated that its lease land so investing money does not seem practicable.

The Board recommended no changes to the Soccer Complex.

Other Recreation Fund

Mr. Pehle stated that some of the finance department moved over to the Recreation Fund including the Human Resource position.

The Board recommended no changes to Other Recreation Fund.

Catalog

Brad Staab, Director of Public Relations/Marketing, stated that the Joliet Park District is looking at different ways to circulate the catalog.

The Board recommended no changes to the Catalog.

Taste of Joliet

Mr. Egizio noted there are no significant changes.

The Board recommended no changes to Taste of Joliet.

Sponsorship

Mr. Staab, stated that sponsorship was \$25,000.00 down from last year because of the Taste of Joliet. Sponsors do not want to set-up a booth because of the noise level. Beth Ley is looking into other means to increase sponsorships.

The Board recommended no changes to Sponsorships.

Nature Center

Mr. Burich noted no significant changes to the Nature Center. Expense increased because park services hours are being charge to the Nature Center for work performed.

The Board recommended no changes to the Nature Center.

Special Recreation Fund

Mr. Egizio noted that significant increases are the overhead from the Multi-Purpose Center and a new program.

The Board recommended no changes to the Special Recreation Fund.

Mr. Egizio recommended the 2016-2015 Annual Operating Budget be placed on 30 day public display as presented to the Board.

A motion was made by Commissioner Gulas, seconded by Commissioner Broderick, to approve staff's recommendation. The motion carried as follows:

Ayes: All in favor
Nays: None

- C. Executive Session: 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 3:10 pm a motion was made by Commissioner Gould, seconded by Vice President Schultz, to go into Executive Session for the purpose of 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. The motion unanimously carried.

- D. Action from Executive Session

At 4:05 pm, a motion was made by Vice President Schultz, seconded by Commissioner Broderick, to exit Executive Session with no action taken. The motion unanimously carried.

- E. Adjournment

With all agenda items discussed, a motion was made by Vice President Schultz, seconded by Commissioner Gulas, to adjourn the meeting. The motion unanimously carried. The time was 4:05 pm.

Respectfully submitted,

Dominic P. Egizio, Jr.
Board Secretary