

Regular Meeting
October 28, 2019

A. Call to Order & Pledge to the Flag

At the call of the President, Sue Gulas, the Joliet Park District Board of Commissioners met for a Regular Meeting in the Board Room of the Inwood Athletic Club, 3000 W. Jefferson Street, Joliet, IL. The meeting began at 5:00pm.

The Pledge of Allegiance was led by President Gulas.

B. Roll Call

Commissioners Present: Jobe-Gavin, Paul, Tatro, Gulas

Commissioners Absent: Clement

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

Tony Ulatowski, owner of Cutting Edge Catering, stated that Cutting Edge Catering has been the exclusive caterer with the Joliet Park District (Barber & Oberwortmann Horticultural Center) since 2002. Since that time, the Park District has received 1.6 million in commissions by sales generated by Cutting Edge Catering. Cutting Edge Catering has invested over \$100,000 in improvements to enhance the venue. Mr. Ulatowski noted that Cutting Edge Catering has a good relationship with Joliet Park District staff and continues to book future events. Mr. Ulatowski stated that Cutting Edge Catering has submitted a new proposals to continue the partnership with the Joliet Park District.

Charlie Lane, Inwood Athletic Club (IAC) member, commended the new Aquatics Coordinator Andrew Las. Mr. Lane stated that Mr. Las hustles and is very responsive. Mr. Lane did suggest closing the IAC at 9:00pm instead of 10:30pm because member attendance seems to be very low or none at all during this time.

D. Approval of the Minutes of Regular Meeting and Executive Session of September 23, 2019

A motion was made by Commissioner Tatro, seconded by Commissioner Paul, to approve the minutes of Regular Meeting and Executive Session of September 23, 2019. The motion carried as follows:

Ayes: Tatro, Paul, Jobe-Gavin, Gulas

Nays: None

Absent: Clement

D. Approval of the bills and payroll for the month of September - \$1,490,008.80

A motion was made by Commissioner Paul, seconded by Commissioner Jobe-Gavin, to approve the bills and payroll for the month of September 2019. The motion carried as follows:

Ayes: Paul, Jobe-Gavin, Tatro, Gulas

Nays: None
Absent: Clement

E. Treasurer's Report for the month of September 2019.

Matt Pehle, Director of Finance, gave the Treasurer's report for the month of September 2019 as follows:

Cash on hand beginning of month:	\$	(218,167.26)
Total Receipts during month:	\$	5,014,695.69
Total Disbursements during month:	\$	3,157,344.28
Cash on hand end of month:	\$	1,639,184.15
Total Investments:	\$	7,825,634.31
Total Cash and Investments:	\$	9,464,818.46

Mr. Pehle was happy to note that the Operations Fund at the end of September was \$1,656,335.50 compared to last year of \$1,350,157.45. This is the first time in 2 ½ years where the Park District has been ahead year over year.

Commissioner Jobe-Gavin made a motion to approve the Treasurer's Report for the month of August 2019. Commissioner Paul seconded the motion and it carried as follows:

Ayes: Jobe-Gavin, Paul, Tatro, Gulas
Nays: None
Absent: Clement

F. Communications

1. Executive Director Correspondence

Brad Staab, Executive Director, commended Jenny McFarland, Joliet Regional Airport Superintendent, and staff for a successful Airport Festival. The festival was cancelled in September and moved to October 6. The weather was good and the attendance was similar to previous years.

Mr. Staab stated that there was a Food Truck Festival on October 12. Even with low temperatures, it was a successful rental at the Joliet Memorial Stadium. There is a possibility that the festival will be back next year.

Mr. Staab noted that the Red Eye 5k was October 20 at the Joliet Memorial Stadium with around 400 runners.

Mr. Staab informed the Board that staff has volunteered twice in the past month at the Northern Illinois Food Bank.

Mr. Staab commended Tom Wilabay, Park Services Forman, and staff for their work at West Park. The park has been flooding often and Mr. Wilabay dug up soil to expose a drain that may help with drainage.

2. Staff Reports

Director of Recreation Terry Keigher updated the Board on the new turf for the Inwood Sports Complex softball fields. The project will be postponed to after summer 2020. The Park District will go out to bid for the project in January and start work September 1.

Mr. Keigher noted that the Request for Proposals for the catering at Barber & Oberwortmann Horticultural Center went out and the deadline to receive proposals in Friday, November 8. Staff will review the submissions and bring a recommendation to Board in November.

Mr. Keigher stated that Nowell Park Recreation Center (NRPC) has about 400 annual memberships including 73 Silver Sneakers. NRPC held their one year anniversary celebration on October 26.

Mr. Pehle stated that staff continues to work on the budget. The Budget hearing will be held on December 16.

Mr. Pehle noted that the annual BINA Hearing (Bond Information Notice Act) will be held on November 25.

3. Payroll and Human Resource Software Presentation – Abbie Smith, Paylocity

Abbie Smith, Paylocity, presented a payroll and HCM software to the Board. Paylocity is headquartered in Schaumburg, Illinois. Ms. Smith noted that the Park District processes payroll in-house using several different programs that do not integrate to each other. Paylocity would be able to provide technology that would benefit the Joliet Park District. Ms. Smith covered several features of the software including options for Human Resources.

Mr. Staab stated that Ms. Smith presented the software to staff last week and staff is in favor of the cloud base system. Mr. Staab wanted the Board to see the next step that staff is looking to take with the payroll system.

H. Action Items

1. Old Business

There was no old business.

2. New Business

- a. Adopt Resolution of Credentials and Registration – IAPD (January 2020 IAPD Conference)

President Gulas stated that the annual credential certificate for the Illinois Association of Park District's annual business meeting in conjunction with the IAPD/IPRA Conference in January 2020. First Delegate is Commissioner Jennifer Jobe-Gavin and First Alternate is Commissioner Kevin Paul.

A motion was made by Commissioner Tatro, seconded by Commissioner Paul, to adopt the Resolution of Credentials for the annual business meeting in conjunction with the IAPD/IPRA Conference in January 2020 as stated. The motion carried as follows:

Ayes: Tatro, Paul, Jobe-Gavin, Gulas
Nays: None
Absent: Clement

b. Quotes and Award of Contract

1. Grove Road Phase II OSLAD Development – Upland Design

Mr. Pehle noted that Grove Road Park Phase II is a 50/50 match OSLAD grant that will begin in spring 2020. Upland Design Ltd. along with their sub consultant civil engineer, Ruettiger, Tonelli & Associates, Inc. will be overseeing the project along with staff. Staff's recommendation is to accept the quote of \$42,510.00 for the Grove Road Phase II OSLAD Development from Upland Design, Ltd.

A motion to approve staff's recommendation to accept the quote of \$42,510.00 for the Grove Road Phase II OSLAD Development from Upland Design, Ltd was made by Commissioner Paul. Commissioner Tatro seconded the motion and it carried as follows:

Ayes: Paul, Tatro, Jobe-Gavin, Gulas
Nays: None
Absent: Clement

I. Board Comment

1. Joliet Park Foundation

No Report.

2. Joliet Regional Airport

Jennifer McFarland stated the Airport Committee met to discuss the details of the Airport Festival. The Committee stated that the festival was successful even though it was rescheduled due to inclement weather.

J. Executive Session: The Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of a Specific Employee or Legal Counsel for the Park District; Purchase or Lease of Real Property for the Use of the Park District, Including Meetings Held for the Purpose of Discussing Whether a Particular Parcel Should be Acquired; The Setting of a Price for Sale or

Lease of Property Owned by the Park District; Pending Litigation; Probable or Imminent Litigation

At 5:36pm a motion was made by President Gulas, seconded by Commissioner Jobe Gavin, to go into Executive Session per the Open Meeting Act to discuss the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee of the Park District, Section 2(c)(1); to discuss the purchase or lease of real property for the use of the Park District, including meetings held for the purpose of discussing whether a particular parcel should be acquired, Section 2(c)(5); to discuss the setting of a price for sale or lease of property owned by the Park District, Section 2(c)(6); and, to discuss pending litigation or probable or imminent litigation, Section 2(c)(11). The motion carried as follows:

Ayes: Gulas, Jobe-Gavin, Tatro, Paul
Nays: None
Absent: Clement

K. Reconvene to Open Session

At 6:03pm a motion was made by Commissioner Tatro and seconded by Commissioner Paul, to reconvene to Open Session. The motion carried as follows:

Ayes: Tatro, Paul, Jobe-Gavin, Gulas
Nays: None
Absent: Clement

L. Action from Executive Session

No action was taken.

M. Adjournment

With all agenda items discussed, a motion to adjourn was made and seconded and it carried unanimously. Note: Commissioner Clement was absent. The time was 6:03pm.

Respectfully submitted,

Teri Talarico
Recording Secretary