

**Carol Stream Park District
Board of Commissioners
Regular Meeting
April 9, 2018
7:00pm**

1. Call to Order	Commissioner Sokolowski called the meeting to order at 7:00pm.												
2. Roll Call and Pledge of Allegiance	Present: Commissioners Powers, Bird, Sokolowski, Del Preto, and Jeffery Staff: Executive Director Reuter, Directors Bachewicz, Rini, Controller Scumaci, Accounting Coordinator Nge, and Parks Foreman Anderson. Commissioner Jaszka arrived at 7:48.												
3. Listening Post	None												
4. Changes to the Agenda	Commissioner Powers made a motion to add Discussion item 7C Geothermal Update. Seconded by Commissioner Bird. All in favor, motion carried.												
5. Consent Agenda	<p>The Consent Agenda was read. Commissioner Powers declined to approve Consent item 5C Approve Financial Policy Update. This item will be moved to Action item 6D.</p> <p style="margin-left: 40px;">A. Approval of Regular Minutes: March 12, 2018 B. Ratify March 2018 Bills C. Approve Financial Policy Update</p> <p>Commissioner Jeffery made a motion to accept the revised consent agenda. Seconded by Commissioner Bird.</p> <p>Roll Call Vote:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Commissioner Powers: Aye</td> <td style="width: 50%;">Commissioner Jeffery: Aye</td> </tr> <tr> <td>Commissioner Bird: Aye</td> <td>Commissioner Del Preto: Aye</td> </tr> <tr> <td>Commissioner Sokolowski: Aye</td> <td></td> </tr> </table> <p>Motion Passes 5 - 0 - 0</p> <p>Commissioner Powers made a motion to approve the revised consent agenda. Seconded by Commissioner Del Preto.</p> <p>Roll Call Vote:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Commissioner Powers: Aye</td> <td style="width: 50%;">Commissioner Jeffery: Aye</td> </tr> <tr> <td>Commissioner Bird: Aye</td> <td>Commissioner Del Preto: Aye</td> </tr> <tr> <td>Commissioner Sokolowski: Aye</td> <td></td> </tr> </table> <p>Motion Passes 5 - 0 - 0</p>	Commissioner Powers: Aye	Commissioner Jeffery: Aye	Commissioner Bird: Aye	Commissioner Del Preto: Aye	Commissioner Sokolowski: Aye		Commissioner Powers: Aye	Commissioner Jeffery: Aye	Commissioner Bird: Aye	Commissioner Del Preto: Aye	Commissioner Sokolowski: Aye	
Commissioner Powers: Aye	Commissioner Jeffery: Aye												
Commissioner Bird: Aye	Commissioner Del Preto: Aye												
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Commissioner Bird: Aye	Commissioner Del Preto: Aye												
Commissioner Sokolowski: Aye													
6. Action Items	<p>A. Ordinance No. 520 Park District Surplus Property Executive Director Reuter noted the list of surplus property includes items no longer in use.</p>												

We will trade, auction or sell.

Commissioner Bird made a motion to approve Ordinance No. 520 declaring certain Park District property as surplus. Seconded by Commissioner Del Preto.

Roll Call Vote:

Commissioner Powers: Aye

Commissioner Jeffery: Aye

Commissioner Bird: Aye

Commissioner Del Preto: Aye

Commissioner Sokolowski: Aye

Motion Passes 5 - 0 - 0

B. Banking Service Provider

Controller Scumaci introduced Accounting Coordinator Nge. Both were essential team members preparing the Banking RFP and in the selection process. Eight local banks were invited to submit RFPs; five submissions were received. Two banks were invited for interviews. Criteria included: interest rates, earned credit rates for offset of service fees, online banking, customer service, creditworthiness, community involvement and partnership offers. Based on these factors, and outstanding references, staff recommended MB Financial to provide the District's banking services.

Commissioner Powers asked about FDIC limits. Director Rini responded, as required in the RFP, all submissions provided collateralization of deposits sufficient to cover all anticipated time and demand deposits above the FDIC insured limit. Quality of investment instruments must be in compliance with the State of Illinois Public Funds Investment Act (30 ILCS 235/2). Pledged security statements must be furnished on a monthly basis. Commissioner Del Preto asked if West Suburban responded to the RFP. Controller Scumaci responded in the affirmative but their rates didn't compare. Commissioner Jeffery asked if MB Financial pledged to sponsor events. Director Rini said their RFP committed to a \$2,500 annual sponsorship.

Commissioner Powers made a motion to approve MB Financial as the District's banking services provider for a three year term, with an option to renew for an additional three years. Seconded by Commissioner Bird.

Voice Vote. All in Favor. Motion Passes 5 - 0 - 0

C. Forever Young Overnight Trip Payment Authorization

The spring Forever Young trip is scheduled for Maine from May 19 – 27, 2018. There are currently 32 participants registered with up to ten additional seats available.

Commissioner Jeffery commented that usually the trips are full. Director Bachewicz agreed but added that participants still have a month to sign up. Commissioner Jeffery noted that more than half the registered participants are non-residents.

Commissioner Jeffery made a motion to approve payment to Diamond Tours Inc., Fort Meyers, Florida, in the amount not to exceed \$36,350 for the Forever Young overnight trip to Maine. Seconded by Commissioner Del Preto.

Voice Vote. All in Favor. Motion Passes 5 - 0 - 0

D. Financial Policy Update

The Financial Policy was discussed at the March meeting. Staff worked on the formatting and layout. There was a change in the Capital Asset Policy since then, specifically depreciation and useful life of certain assets. Commissioner Powers asked for clarification of the definition under item 10.1 Enterprise Fund (Golf Fund). He would like us to delete the words "Golf Fund," since we do not have a golf course. All were in agreement with that change. Most of the changes to the policy are directly related to Park District statutory codes or GFOA recommendations. The policy manual is reviewed annually by the District's Auditors.

Commissioner Powers made a motion to approve the Financial Policy Update with that one change. Seconded by Commissioner Del Preto.

Roll Call Vote:

Commissioner Powers: Aye

Commissioner Jeffery: Aye

Commissioner Bird: Aye

Commissioner Del Preto: Aye

Commissioner Sokolowski: Aye

Motion Passes 5 - 0 - 0

Discussion Items

A. Board of Commissioners Policy Manual

Director Rini compared the current Board of Commissioners Policy Manual to the current Illinois Park District Law Handbook to recommend updates. The copies provided show every change we are suggesting with highlighted text. One area that requires additional discussion is Section 2.12- Compensation. The handbook notes that it is permissible for Board members to use park and recreation activities and programs without having to pay a fee but it "may not be justified" when extended to a Board member's family.

Commissioner Gramann responded by email since she was not present. Her response stated that our Board does not receive a stipend so we should be entitled to the use of the facilities. Commissioner Sokolowski commented that only his daughter uses the facilities besides himself. She provides valuable feedback to him when she visits the facilities.

Commissioner Jeffery emphasized how important it is to use the facilities. All the Board members agreed that they do not feel the benefit is taken advantage of. Director Rini reminded the Board it is their decision. Commissioner Sokolowski asked about section 2.9.2 Signature Requirements related to Board elections. Director Reuter noted that the Election Commission prohibits the District from specifying how many signatures they should get on the election petition. Additional information should be obtained from DuPage County. Questions about the Roberts Rules of Order were asked. Executive Director Reuter asked the Board to review the proposed changes and let him know if there are any concerns before the next Board Packet is prepared.

B. Compensation Survey

The Park District has not conducted a formal compensation survey since 1999. The District contracted with the Management Association to review the wage scale for all 34 full

time/regular part-time positions. Director Rini received preliminary information; she and HR Manager Quinn conducted a conference call to review recommendations, questions, and discuss cross functional jobs, and sources for comparative data. Commissioner Jaszka asked if employees are provided with comprehensive compensation statements annually; Director Rini affirmed.


C. Geothermal Update

Commissioner Powers attended a conference call/meeting last week with E-Cube to discuss what has been done and what is still needed. Executive Director Reuter detailed the steps we need to recommission the system. This includes dedicating more of Facilities Manager's time to this project. Many of the problems resulted in items on the 2013 punch list not being completed. Commissioner Sokolowski expressed concern that this has been ongoing for many years and the costs are mounting. Executive Director Reuter agreed and has scheduled the consults to be here all at once to combine efforts to get it repaired. Rough cost is estimated at \$200,000 and will be paid with Capital and Repair and Replacement funds.

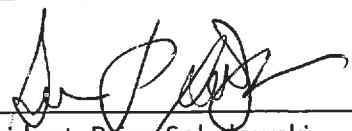
D. Weekly Happenings (oral)

- Commissioner Bird offered congratulations to staff for McCaslin Park Sports Complex being Voted Readers' Choice for BEST OUTDOOR SITE! We will get a mention in the Daily Herald Readers' Choice edition on April 29.
- Commissioner Bird attended the March Carol Stream Parks Foundation meeting. One of the items discussed is a bike store that would involve teaching people how to fix or trade bikes. Commissioner Sokolowski suggested that GBN might be able to offer it as a club if a teacher was willing to sponsor. Executive Director Reuter suggested it could be run out of a local business with garage space.
- Commissioner Powers thanked Commissioner Jaszka for bringing another business into our corporate fitness memberships.
- Commissioner Sokolowski noted a resident is concerned about invasive buckthorn near the Maintenance Building. Executive Director Reuter asked Commissioner Sokolowski to have the resident contact him directly.

Closed Session	None
Action Pertaining to Closed Session	None
Adjournment	Commissioner Powers made a motion to adjourn the meeting. Seconded by Commissioner Bird. Voice Vote taken. Motion passed 6-0-0. Meeting adjourned at 8:34 pm.



 Secretary, Jim Reuter



 President, Brian Sokolowski

April 23, 2018
 Date