

Regular Meeting
October 24, 2011

At the call of the President, Brett Gould, the Joliet Park District Board of Commissioners met for a Regular Meeting in the Board Room of the Provena Saint Joseph Inwood Athletic Club, 3000 W. Jefferson Street, Joliet, IL 60435. The meeting began at 5:00pm.

Pledge of Allegiance

The Pledge of Allegiance was led by Vice President Condon

Roll Call

Commissioners Present: Gould, Condon, Albritton, Marcum, Schultz

Commissioners Absent: None

A. Approval of the minutes of the Regular Meeting of September 26, 2011 and the Special Meeting of September 30, 2011

A motion was made by Commissioner Albritton, seconded by Commissioner Marcum, to approve the minutes of the Regular Meeting of September 26, 2011 and the Special Meeting of September 30, 2011. The motion carried as follows:

Ayes: All in favor

Nays: None

B Approval of the bills and payroll for the month of September 2011

Commissioner Albritton asked about the invoice from Kiefer Specialty Flooring for the logo painting at Joliet Memorial Stadium. He was advised that this cost will be absorbed through ATI's sponsorship, as will the cost of the banners that have been installed.

Vice President Condon asked about the invoices from Sherwin Williams for Joliet Regional Airport. Executive Director Dominic Egizio advised these charges were for material to paint the astroports. She was advised the invoices from United Laboratories were for facility maintenance supplies and the charges from Waste Management were for portable toilets at our facilities and for this summer's two concerts.

Vice President Condon asked about \$800 in charges on the Platinum Plus credit card. Business Manager Steve Bixenmann stated this is a per-transaction fee for credit card registrations. The \$1,400.00 in charges is air reservations and conference registration costs for the upcoming National Park and Recreation Association's annual conference.

A motion was made by Vice President Condon, seconded by Commissioner Schultz, to approve the bills and payroll for the month of September 2011. The motion carried as follows:

Ayes: All in favor

Nays: None

C. Treasurer's Report for the month of September 2011

Business Manager Steve Bixenmann gave the Treasurer's Report for the month of September 2011 as follows:

Cash on hand beginning of month:	\$ 184,680.98
Total Receipts during the month:	\$4,033,886.73
Total Disbursement during the month:	\$3,700,934.07
Cash on hand end of month:	\$ 517,633.64
Total Investment:	\$6,890,478.49
Total Cash and Investments:	\$7,408,112.13

Commissioner Schultz made a motion to approve the Treasurer's Report for the month of September 2011 as presented. His motion was seconded by Commissioner Albritton and it carried as follows:

Ayes: All in favor

Nays: None

D. Opportunity for the Public to Speak - 3 minute time limit

When President Gould gave the public the opportunity to speak, no one came forward to address the Board.

E. Communications

1. Executive Director's Correspondence

Mr. Egizio advised that the Park District's OSLAD grant application for acquisition of the Casey property is still being considered. Grants Coordinator Debbie Greene will be in Springfield on October 27 to give a three minute presentation about our application. President Gould asked what the funding level is for this grant, and Ms. Greene said it is for \$542,000. She is working on ideas for matching funds in order to complete the acquisition.

The District's Red Eye Run will take place on Sunday, November 13th, beginning at Joliet Memorial Stadium.

2. Audit Report - Don Blaesing

Mr. Blaesing reported on the audit analysis of the District's fiscal year ending April 30, 2011. The Park District had an operating profit of \$157,000 in fiscal year 2011 as compared to \$422,000 in 2010, with a 5 year net profit of \$602,000. Revenues from user fees and other income increased by 2.9%, or \$436,000. Personnel costs increased by \$394,000 or 4.7%. Inwood Athletic Club revenues increased by \$188,000 or 9.9%. Total fiscal year 2011 revenue was \$17,332,000 as compared to \$17,570,000 in fiscal year 2010. A loss of \$282,000 was reported for the golf courses as compared to a profit of \$137,000 reported in 2010 for the 2009 season. Revenue decreased by 8.8% and costs increased by 5.5%. The total loss for all funds is \$151,000. This loss is due in part to the golf courses which were down by 9% this year after an exceptional 2009 season. Vice President Condon asked how Splash Station plays into the total deficit, and Mr. Bixenmann advised that if the District did not have Splash Station, we would be \$600,000 to the good.

Mr. Blaesing noted there is a deficit in unfunded IMRF, which is not a concern because this is spread out over 20 – 30 years by IMRF. The Park District contributes each year the amount as directed by IMRF; however, because IMRF is becoming expensive, an internal control should be done to determine the appropriate staff is in the program and a report done quarterly to make sure the appropriate number of hours is worked by each IMRF employee. Mr. Blaesing's audit comments also included that the District should create a fixed asset management system, evaluation of accumulated vacation and sick benefits should be reviewed periodically, the personnel policy handbook should be updated in accordance with Park District guidelines and the District should seek reimbursement from the Joliet Park Foundation for labor costs associated with Special Recreation overnight trips.

3. Larry Burich, Superintendent of Planning

The Park District's new Superintendent of Planning, Larry Burich, introduced himself to the Board. Mr. Burich had 24 years of service to the University of St. Francis before coming to the Park District. He was welcomed by the Board.

F. Action Items

1. Old Business

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

2. New Business

a. Registration Software

Mr. Egizio said the District has wanted to offer online registration for several years; however, we have been unable to do so. Information Technology Supervisor Dianne Marry and Superintendent of Communications Brad Staab have investigated software packages and have found a software, Park Pro by Bockyn, that meets the needs of the District. If approved, it will take approximately 9 months to get the software up and running.

Ms. Marry advised that Lockport, Elmhurst and Washington Park Districts are using this software and she questioned them at length about the software, which is very user friendly. The software would generate a lot of online activity. Bockyn is located in the Aurora area which is beneficial for support services. Mike Bocker from Bockyn answered questions from the Board. The software, which is 6 years old, is one of two that are 'cloud' based. Mr. Bocker advised that an average of 40% of participants use online registration but at some park districts it is 75%. This could save the District on labor costs for registrations. Ms. Marry added that we could save money in Leisure Guide printing and we could do ticket sales ourselves for concerts rather than using a third party. Superintendent of Programming Terry Keigher said he thinks it would benefit his programs because it would make it more convenient for people to sign up right away rather than having to come in to a facility which sometimes doesn't happen. Mr. Egizio said we would charge a \$1 fee per transaction. Besides registration, the software would be used for point of sale, facility room rentals, passes for the athletic club and golf courses and EFTs.

There was some discussion regarding how on line registration would work to determine resident or non-resident fees. Mr. Egizio said participants would still have to come into our facility for their resident discount card once a year.

A motion was made by Commissioner Albritton, seconded by Commissioner Marcum, to approve staff's recommendation to purchase the registration software from Bockyn in the amount of \$23,000 with an on-going maintenance fee of \$2,100 per month, and to approve a \$1.00 per transaction fee, pending the Park District attorney's review of the contract. The motion carried as follows:

Ayes: All in favor
Nays: None

Commissioner Schultz asked staff to put together cost estimates for a cart barn at Inwood Golf Course. He also asked if there has been any interest received regarding the property the District has for sale at Route 59 and Caton Farm Road. Mr. Egizio said there is someone interested in purchasing a portion of it and he is waiting on a return call. Commissioner Schultz suggested that drawings for this project need to be started. This will be an agenda item for the upcoming budget work session.

b. Budget Work Session (please bring your calendar to set a date)

The Board of Commissioners set the date of November 21, 2011 at 11:30am for the budget work session. Mr. Egizio asked the Board to provide any questions they have to the staff as soon as possible so responses can be prepared. The minutes and commissioner questions from last year's budget workshop will be sent to the Board for their use and review.

c. Resolution of Credentials and Registration - IAPD (for January 2012 Conference)

Mr. Egizio advised that the Resolution of Credentials and Registration is submitted for approval annually, before the IAPD/IPRA state conference in January. Typically, the Board's president is the delegate to the meeting, the vice president is the first alternate, and all other commissioners follow as additional alternates.

Commissioner Schultz made a motion to approve the Resolution of Credentials and Registration with President Gould as the District's delegate to the annual meeting. His motion was seconded by Commissioner Albritton and it carried as follows:

Ayes: All in favor
Nays: None

d. Joliet Park District's participation in Light Up the Holidays Parade

Mr. Egizio advised the cost is \$700 to registration and have a float done. After a brief discussion, it was determined that the Park District will have a presence in the event through our Recreation Department; therefore, we will not register a float.

e. Joliet Regional Airport 2013 TIPs

Airport Manager Jenny McFarland reviewed the TIPs list. The Board expressed their displeasure that the gas station purchase was dropped down to the bottom of the priority list. President Gould asked that a letter be sent to the regional FAA office to express the Board's displeasure.

A motion was then made by Commissioner Schultz, seconded by Vice President Condon, to table this agenda item until the November 2011 meeting. The motion carried as follows:

Ayes: All in favor

Nays: None

f. Request from Pro Wrestling Blitz for rental of the Multi Purpose Center
Mr. Egizio advised that a request was received to rent the Multi Purpose Center for a pro wrestling event. He said that in past experiences with these types of rentals, most recently at Hartman, there was a concern with public safety. Anthony, who represented Pro Wrestling Blitz, addressed the Board saying he has never received complaints about their events and there aren't spectator fights. The majority of the crowd is kids and they always have security present. Admission is \$10 for kids and \$15 for adults. The group does not sell alcohol at their events. It was decided to table this agenda item until the November 2011 meeting.

G. Executive Session: Review of Closed Session Minutes; Personnel; Land Acquisition
At 7:00pm, a motion was made by Commissioner Schultz, seconded by Commissioner Marcum, to move into Executive Session for the purpose of discussing land acquisition and review of closed session meeting minutes. The motion unanimously carried.

H. Action from Executive Session

At 7:16, Commissioner Albritton made a motion to reconvene the regular meeting. His motion was seconded by Commissioner Marcum and it unanimously carried.

A motion was then made by Vice President Condon to keep Executive Session minutes closed. Her motion was seconded by Commissioner Schultz and it unanimously carried.

A motion was made by Vice President Condon to make an offer on the property as discussed in Executive Session. Her motion was seconded by Vice President Schultz and it carried as follows:

Ayes: All in favor

Nays: None

I. Adjournment

With all agenda items discussed, a motion to adjourn was made by Vice President Condon. The motion was seconded by Commissioner Schultz and it unanimously carried. The time was 7:17pm.

Respectfully submitted,

Dominic P. Egizio, Jr.
Board Secretary