





- \*d) Ordinance 16-06 Travel Expense Policy – An ordinance regulating the reimbursement of all travel, meal, and lodging expenses of Commissioners and Employees of the Addison Park District in accordance with the Local Government Travel Expense Control Act

**MOTIONED BY COMMISSIONER CAPIZZANO TO APPROVE ORDINANCE 16-06 TRAVEL EXPENSE POLICY SECONDED BY COMMISSIONER GAYON.**

**ROLL CALL    AYES:    Commissioners Capizzano, Gayon, Reed,  
and President Towns**

**NAYS:    None**

**MOTION CARRIED.**

**7. New Business**

- \*a) Cleaning Contract for Club Fitness, Community Rec Center, and Centennial – Approval of custodial services. Erin Chapa, Manager of Fitness Center Operations explained that they went out for bid for a new contract. The report included with the packet was reviewed with the price break on the quotes. Crystal Maintenance service came in as the lowest bidder and has been recommended. Ms. Chapa answered questions from the board. A motion to approve is requested

**MOTIONED BY COMMISSIONER CAPIZZANO FOR APPROVAL OF A CLEANING CONTRACT FOR CLUB FITNESS, COMMUNITY REC CENTER, AND CENTENNIAL, SECONDED BY COMMISSIONER GAYON.**

**ROLL CALL    AYES:    Commissioners Capizzano, Gayon, Reed  
and President Towns**

**NAYS:    None**

**MOTION CARRIED.**

- \*b) Approval of Accounts Payable for December 12, 2016 in the amount of \$76,730.25  
A motion to approve is requested.

**MOTIONED BY COMMISSIONER CAPIZZANO TO APPROVE ACCOUNTS PAYABLE THROUGH DECEMBER 16, 2016, SECONDED BY COMMISSIONER GAYON**

**ROLL CALL    AYES:    Commissioners Capizzano, Gayon, Reed  
and President Towns**

**NAYS:    None**

**MOTION CARRIED.**



d) Building, Ground & Facilities

Erin Chapa, Fitness Operations Manager

- Club Fitness sold 22 different memberships at our Black Friday sale
- The community weight loss challenge is filling up fast and runs through January 23<sup>rd</sup>
- We will be having an all staff training on January 15<sup>th</sup> to retrain on new rates and housekeeping
- We are hosting the National Fitness Hall of Fame strong man competition in April
- The PIT downstairs in the new training area of the basement has opened
- Personal training and classes will go into full swing in the spring

Ms. Chapa fielded questions on the weight loss challenge

Ray Chaussey, Manager of Parks & Planning

- This Sunday we were out plowing snow
- There was a family using the sled hill here early in the morning
- We will try to open more of the paths throughout the parks and areas so more people can use them
- New lighting and electrical service plans are still underway for spring installation
- Please let us know if you see any downed trees or graffiti in the parks

Charles Sims, Golf Operations Manager

- The dome is now in full swing with the cold weather setting in
- Business is picking up for the season
- Staff did a tremendous job to prepare for the impending snow this past weekend
- It was a good trial run for us for this season
- We met with an adjustor from PDRMA regarding the netting in the back of the range
- We have received a lot of positive comments about our recent marketing by Deb and Danielle for upcoming and new programs
- We received notice that we again have been recognized as a top 50 golf facility again for the 8<sup>th</sup> year in a row

Tina Towns

- Thank you to the staff who are very passionate and do a fabulous job
- Thank you to the commissioners also, it's been a great and successful year
- Happy holidays

**11. Written Correspondence or Communications Received**

a) Board & Administrator's Newsletter

**12. Executive Session**

None

**13. Adjournment**

**MOTIONED TO ADJOURN THE MEETING BY COMMISSIONER CAPIZZANO,  
SECONDED BY COMMISSIONER GAYON**

**VOICE VOTE: ALL AYES**

**NO NAYS**

**MEETING ADJOURNED**

**MEETING ADJOURNED AT 7: 21 P.M.**

Respectfully Submitted  
Lisa Jeffers  
Recording Secretary



Tina Towns, Board President

Approved this 23<sup>rd</sup> of January, 2017



Deborah A. Gayon, Secretary