

**ADDISON PARK DISTRICT**  
**REGULAR BOARD MEETING**  
**SEPTEMBER 24, 2018**

**1. CALL TO ORDER**

The Regular Meeting of the Addison Park District, Board of Commissioners was called to order at 6:00 p.m. by Vice President Towns on September 24, 2018 in the Board Room of the Addison Park District Community Recreation Center, 120 East Oak Street, Addison, and DuPage County, Illinois. Those in attendance were Commissioners Deborah Gayon, Tom Reed, and Vice President Tina Towns.

Also in attendance were Erin Chapa, Superintendent of Facilities; Steve Muenz, Interim Executive Director/Superintendent of Recreation; Lisa Jeffers, Executive Administrative Assistant & Recording Secretary; and Dennis Meschnig, Staff Accountant.

Resident Judy Deutch and Active Adult members Doris Wissing, Bonnie Cassise, and Jim Lettsome.

**2. CHANGE OF AGENDA**

No change to the agenda

**3. PLEDGE OF ALLEGIANCE** Led by Vice President Towns

**4. PUBLIC COMMENT**

Vice President Towns explained the rules for public speaking at the meeting.

Resident and Senior Club member Doris Wissing brought up some concerns about small issues within the district at the Community Rec Center.

Resident Judy Deutch mentioned that the coordinator of the Pickleball league was supposed to be in attendance to speak. She wanted to mention the possibility of expanding the options to play pickle ball throughout the district. They hope to speak again at another meeting in the future.

**5. APPROVAL OF MINUTES**

A motion to approve the minutes of the August 20, 2018 Regular Board Meeting is requested.

A MOTION WAS MADE BY COMMISSIONER GAYON TO APPROVE THE MINUTES  
FROM THE REGULAR BOARD MEETING OF AUGUST 20, 2018. IT WAS SECONDED  
BY COMMISSIONER REED

ROLL CALL

AYES: Commissioners Gayon, Reed,  
and Vice President Towns

NAYS: None

MOTION CARRIED.

## 6. UNFINISHED BUSINESS

- a) Agreement renewal between the Addison Park District and the Mid America Cricket Conference for a Non-Exclusive License for the use of the Cricket Pad at Oak Knoll Park – A motion to approve is requested

A MOTION WAS MADE BY COMMISSIONER GAYON TO APPROVE THE AGREEMENT RENEWAL BETWEEN THE ADDISON PARK DISTRICT AND THE MID AMERICA CRICKET CONFERENCE FOR A NON-EXCLUSIVE LICENSE FOR THE US OF THE CRICKET PAD AT OAK KNOLL PARK. IT WAS SECONDED BY COMMISSIONER REED

ROLL CALL

AYES: Commissioners Gayon, Reed,  
and Vice President Towns

NAYS: None

MOTION CARRIED.

## 7. ACCOUNTS PAYABLE

- a) Approval of Accounts Payable for September 24, 2018 in the amount of \$146,451.75 – A Motion to approve is requested.

A MOTION WAS MADE BY COMMISSIONER GAYON TO APPROVE ACCOUNTS PAYABLE FOR SEPTEMBER 24, 2018 IN THE AMOUNT OF \$146,451.75. THE MOTION WAS SECONDED BY COMMISSIONER REED.

ROLL CALL

AYES: Commissioners Gayon, Reed  
and Vice President Towns

NAYS: None

MOTION CARRIED

- b) Approval of Payables for Ratification through September 24, 2018 in the amount of \$340,281.61. A motion to approve is requested.

A MOTION WAS MADE BY COMMISSIONER GAYON TO APPROVE PAYABLES FOR RATIFICATION THROUGH SEPTEMBER 24, 2018 IN THE AMOUNT OF \$319,485.70. THE MOTION WAS SECONDED BY COMMISSIONER REED.

ROLL CALL

AYES: Commissioners Gayon, Reed,  
and Vice President Towns

NAYS: None

MOTION CARRIED

**8. OPERATIONAL REPORTS**

A. Finance and Administration

Dennis Meschnig, Staff Accountant reviewed the following financial reports, with the board of commissioners and staff:

- a. Revenue and Expense Summary
- b. Statement of Revenues, Expenditures, Changes in Fund Balances
- c. Balance Sheet

B. Parks & Planning

Steve Muenz gave a brief report on the parks in the absence of Ray Chaussey. Ray met with the golf dome staff to discuss what needs to be done to prepare for the opening of the dome on November 1<sup>st</sup>. The annual fall Park Pride event was held last Saturday at the Army Trail Nature Center. It was a productive day with help from staff and volunteers. Three of the parks staff completed some courses to be licensed in specific areas of chemical application and chipper use. Lastly the department is filling three positions for the fall and winter seasons.

Facilities

Erin Chapa, Superintendent of Facilities

She reported that she met with several departments to insure a smooth opening of the dome on November 1<sup>st</sup>. If we still experience some warm days we will open the driving range for business. The Putters Peak club house will remain open for room rentals throughout the year, and we are promoting corporate use of the facilities for rentals.

At Club Fitness the Lifeguard certification class was held this past weekend. All of the fall and winter staff has been hired. She reported that the Fall In to Fitness appreciation week had a great turnout. The current financials for fitness were given along with a brief update that some staff will be participating in an energy efficiency conference.

Recreation/Marketing & Communications

Steve Muenz, Interim Director/ Superintendent of Recreation

A new program called Stay and Snack began recently. This program was implemented to take place after the preschool classes and allows the children to stay and transition into the new STEM program. The before and after school care has a total 75 students enrolled. He reported that the active adult variety show was held at the Empress Banquets last Wednesday and Thursday and was a great event. Walgreens will be coming on Tuesday, October 2<sup>nd</sup> during senior club day to give free flu shots.

Steve gave an update on current happenings with Athletics and reported that the participation in the fall soccer leagues are significantly up this year. Our little sluggers program was combined with Itasca and Medinah Park Districts to get the program numbers up and keep the class running. A new co-ed volleyball league will begin this fall. On the marketing side, we are currently in the process of planning for the winter brochure which will include a new layout to celebrate the 50<sup>th</sup> anniversary of the district.

The calendar of events was reviewed.

**9. EXECUTIVE DIRECTOR REPORT AND COMMISSIONER COMMENTS**

- A. Director's Report – Steve Muenz gave a brief update on current district meetings and events.
- B. Board Member Comments

**10. EXECUTIVE SESSION (Closed Meeting)**

- A. Personnel Pursuant to 5 ILCS 120/2 (c)(1)
- B. Possible Litigation Pursuant to 5 ILCS 120/2 (c)(11)
- C. Land Acquisition Pursuant to 5 ILCS 120/2 (c)(5)

**11. ADJOURNMENT**

A MOTION WAS MADE BY COMMISSIONER GAYON TO ADJOURN THE REGULAR BOARD MEETING OF THE BOARD OF COMMISSIONERS THE MOTION WAS SECONDED BY COMMISSIONER REED.

ROLL CALL

AYES: Commissioners Gayon, Reed  
and Vice President Towns

NAYS: None

MOTION CARRIED.


The regular meeting of the board of commissioners was adjourned at 7:03 pm.

Respectfully Submitted

By

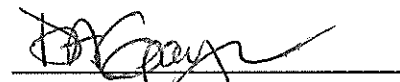
Lisa Jeffers

Recording Secretary



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Michael Capizzano, Board President  
Approved this 22<sup>nd</sup> of October, 2018



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Deborah Gayon, Secretary