

**ADDISON PARK DISTRICT**  
**REGULAR BOARD MEETING**  
**NOVEMBER 12, 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 President Capizzano on November 12, 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 Frank Angiulo, Deborah Gayon, Tom Reed, Tina Towns, and President Capizzano.

Also in attendance were Waseem Khan, Interim Executive Director/IT Manager; Ray Chaussey, Superintendent of Parks & Planning; Erin Chapa, Superintendent of Facilities; Lisa Jeffers, Executive Administrative Assistant & Recording Secretary; Dennis Meschnig, Staff Accountant, Adam Vasquez, Rental & Special Events Supervisor; Joe Patterson, Youth & Leisure Program Supervisor.

Public in attendance: Active Adult members Doris Wissing, Bonnie Cassise, and Jim Lettsome.

Guest in attendance: Tom Chapman from Raymond James & Associates

Attorney Pat Bond was also in attendance

**2. CHANGE OF AGENDA**

No change to the agenda

**3. PLEDGE OF ALLEGIANCE** Led by President Capizzano

**4. PUBLIC COMMENT**

Dee Wissing, member of the Active Adults club thanked the district for all of the updates and requests they made recently. She commented on the wide range of people that attend the pinochle club on Fridays and how popular it has become, and thanked the board for all the progress they have made.

President Capizzano wanted to recognize Jennifer Hermonson the Park Districts new Executive Director. President Capizzano gave a brief background on Jennifer. After introducing her he asked her to say a few words.

## 5. APPROVAL OF MINUTES

A motion to approve the minutes of the Regular Board Meeting October 22, 2018 is requested.

A MOTION WAS MADE BY COMMISSIONER TOWNS TO APPROVE THE MINUTES FROM THE REGULAR BOARD MEETING OF OCTOBER 22, 2018. IT WAS SECONDED BY COMMISSIONER REED

ROLL CALL

AYES: Commissioners Angiulo, Gayon, Reed,  
Towns and President Capizzano

NAYS: None

MOTION CARRIED.

## 6. UNFINISHED BUSINESS

- a) Bond Ordinance 18-04 – An Ordinance providing for the issue of approximately \$1,575,000 General Obligation Limited Tax Park Bonds, Series 2018, for park improvements and for the payment of outstanding obligations of the Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof. A motion to approve is requested.

President Capizzano asked Tom Chapman from Raymond James to explain the sale and purchase of the bonds. Mr. Chapman handed out information on the purchasing bank and explained the debt service extension.

With no further questions President Capizzano asked for a motion to approve Bond Ordinance 18-04.

COMMISSIONER TOWNS MOTIONED TO APPROVE BOND ORDINANCE 18-04  
COMMISSIONER REED SECONDED THE MOTION.

ROLL CALL

AYES: Commissioners Angiulo, Gayon, Reed  
Towns, and President Capizzano

NAYS: None

MOTION CARRIED.

- b) Personnel Policy 5.8 Travel & Vehicle Use – Revised policy to amend the mileage reimbursement to employees – A motion to approve is requested.

COMMISSIONER TOWNS MOTIONED TO APPROVE PERSONNEL POLICY 5.8 TRAVEL & VEHICLE USE. COMMISSIONER REED SECONDED THE MOTION.

ROLL CALL

AYES: Commissioners Angiulo, Gayon, Reed  
Towns, and President Capizzano

NAYS: None

MOTION CARRIED.

- c) Resolution 18-R-04 – Approval of individuals designated to serve as delegate(s) to the annual Business Meeting of the Illinois Association of Park Districts Conference on January 26, 2019. A motion to approve is requested.

COMMISSIONER TOWNS MOTIONED TO APPROVE RESOLUTION 18-R-04.  
COMMISSIONER REED SECONDED THE MOTION.

ROLL CALL

AYES: Commissioners Angiulo, Gayon, Reed  
Towns, and President Capizzano

NAYS: None

MOTION CARRIED.

## 7. NEW BUSINESS

- a) Resolution 18-R-05 – Resolution Determining Funds Estimated To Be Raised by Taxation for the Year 2018. A motion to approve is requested.

COMMISSIONER TOWNS MOTIONED TO APPROVE RESOLUTION 18-R-05.  
COMMISSIONER REED SECONDED THE MOTION.

ROLL CALL

AYES: Commissioners Angiulo, Gayon, Reed  
Towns, and President Capizzano

NAYS: None

MOTION CARRIED.

- b) Resolution 18-R-06 – Resolution authorizing the execution of an Executive Director Employment Agreement with the Addison Park District. A motion to approve is requested

President Capizzano asked Attorney Bond to give an overview of the agreement.

The board was in consensus to hold on to the item until the end of the agenda. They will recess into Executive Session to discuss then reconvene back into the board meeting to approve.

- c) Camp Family Partnership PTAB Settlement – Property Tax appeal to reduce the 2016 assessment of the real estate located at 900-920 Kay Avenue, Addison, Dupage County, Illinois. A motion to approve is requested.

COMMISSIONER TOWNS MOTIONED TO APPROVE THE FINANCIAL ADVISOR AGREEMENT. COMMISSIONER REED SECONDED THE MOTION.

ROLL CALL

AYES: Commissioners Angiulo, Gayon, Reed  
Towns, and President Capizzano

NAYS: None

MOTION CARRIED.

- d) Parks Department Vehicle Replacement - A memo of request from the Superintendent of Parks & Planning to trade in and purchase a new truck with plow for the district. A motion to approve is requested.

COMMISSIONER TOWNS MOTIONED TO APPROVE THE PURCHASE OF A NEW TRUCK WITH PLOW FOR THE DISTRICT. COMMISSIONER REED SECONDED THE MOTION.

ROLL CALL

AYES: Commissioners Angiulo, Gayon, Reed  
Towns, and President Capizzano

NAYS: None

MOTION CARRIED.

## 8. ACCOUNTS PAYABLE

- a) Approval of Accounts Payable for November 12, 2018 in the amount of \$101,379.59 –  
A Motion to approve is requested.

A MOTION WAS MADE BY COMMISSIONER TOWNS TO APPROVE ACCOUNTS PAYABLE FOR NOVEMBER 12, 2018 IN THE AMOUNT OF \$101,379.59. THE MOTION WAS SECONDED BY COMMISSIONER REED.

ROLL CALL

AYES: Commissioners Angiulo, Gayon, Reed  
Towns, and President Capizzano

NAYS: None

MOTION CARRIED

- b) Approval of Payables for Ratification through November 12, 2018 in the amount  
of \$256,343.13 - A motion to approve is requested.

A MOTION WAS MADE BY COMMISSIONER TOWNS TO APPROVE PAYABLES FOR RATIFICATION THROUGH NOVEMBER 12, 2018 IN THE AMOUNT OF \$256,343.13. THE MOTION WAS SECONDED BY COMMISSIONER REED.

ROLL CALL

AYES: Commissioners Angiulo, Gayon, Reed,  
Towns and President Capizzano

NAYS: None

MOTION CARRIED

## 9. 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

Ray Chaussey, Superintendent of Parks & Planning gave an update on the parks department. We have accomplished a lot in the last month with the opening of the dome. All of the paving and lighting repairs have been completed, and we installed a safety exit at the back of the dome. He reported that the grass cutting season has ended and we are starting to mulch leaves. The new HVAC system at the pool has been installed and is working well. We are currently keeping busy with other projects.

Facilities

Superintendent of Facilities, Erin Chapa gave a brief update on the facilities. She reported that mini golf revenue was down for the month of October due to the cold weather. We are looking ahead to next year and may do a soft opening of the dome in case the weather is bad. She extended thanks to everyone that helped get the dome open to get business off to a good start for the month.

The report on Club Fitness included membership sales up for the month and the anticipated Black Friday sale again this year. Swim classes are full again and there are still private swim lessons available. The broken dryer at Club Fitness is now fixed and the towel distribution is back to normal. To close, she noted that they have reviewed their yearly cleaning crew for the winter months.

President Capizzano extended a compliment to the staff at Club Fitness for the handling of the towels during the issue with the dryer.

Erin answered other questions from the board and the board commented on the new competition to the fitness center that will be in the village.

Recreation/Marketing & Communications

Adam Vasquez, Rental & Special Events Supervisor gave an update on Recreation. Adam thanked Joe Patterson and Erin Chapa for their hard work with helping recreation in the last few weeks. He noted that the before and after school care program is going well, and we have almost 100 children enrolled.

The Senior Club held the annual Honoring our Veterans lunch last week with 69 in attendance. The seniors are heading to Addison Trail High School tomorrow for the annual Thanksgiving luncheon and their club Thanksgiving lunch was held here today with 130 participants in attendance.

Adam gave a brief report on current athletic programs and open gym. The Turkey Trot 5k is this Saturday with 59 registered. We will participate in the village tree lighting on Friday, November 30<sup>th</sup>. He gave a brief report on marketing.

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

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

**11. 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)(1)

At 7:29 p.m. President Capizzano asked for a motion to recess the regular board meeting and convene into Executive Session for item B. Personnel Pursuant to 5 ILCS 120/2 (c)(1).

A MOTION WAS MADE BY COMMISSIONER TOWNS TO RECESS THE REGULAR BOARD MEETING OF THE BOARD OF COMMISSIONERS AND TO ENTER INTO EXECUTIVE SESSION FOR THE PURPOSE OF PERSONNEL PURSUANT TO (5 ILCS 120/2 (c)(1). THE MOTION WAS SECONDED BY COMMISSIONER REED.

ROLL CALL

AYES: Commissioners Angiulo, Gayon, Reed  
Towns and President Capizzano

NAYS: None

MOTION CARRIED

The regular meeting of the board of commissioners was recessed at 7:30 pm.

At 8:37 p.m. Commissioner Towns made a motion to reconvene back to the regular board meeting. The motion was seconded by Commissioner Reed.

ROLL CALL

AYES: Commissioners Angiulo, Gayon, Reed  
Towns and President Capizzano

NAYS: None

MOTION CARRIED

The board moved forward with the approval of item 7c

Resolution 18-R-06 – Resolution authorizing the execution of an Executive Director Employment Agreement with the Addison Park District. A motion to approve is requested

COMMISSIONER TOWNS MOTIONED TO APPROVE RESOLUTION 18-R-06 AUTHORIZING THE EXECUTION OF AN EXECUTIVE DIRECTOR AGREEMENT WITH THE ADDISON PARK DISTRICT. COMMISSIONER REED SECONDED THE MOTION.

ROLL CALL

AYES: Commissioners Angiulo, Gayon, Reed  
Towns, and President Capizzano

NAYS: None

MOTION CARRIED.

## 12. ADJOURNMENT

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

ROLL CALL

AYES: Commissioners Angiulo, Gayon, Reed  
Towns, and President Capizzano

NAYS: None

MOTION CARRIED.

The regular meeting of the board of commissioners was adjourned at 8:39 p.m.

Respectfully Submitted

By

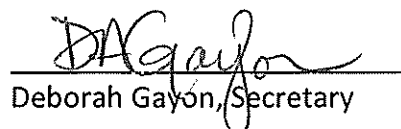
Lisa Jeffers

Recording Secretary



Michael Capizzano, President

Approved this 17<sup>th</sup> of December, 2018



Deborah Gayon, Secretary