# Addison Park District June 13, 2022 Committee of the Whole Meeting Minutes

# 1. Call to Order

The Committee of the Whole Meeting of the Addison Park District was called to order at 4:30 p.m. by Vice President Capizzano on June 13, 2022. Those in attendance were Commissioners Ruffolo, Stathopoulos, and Vice President Capizzano. Commissioner Clementi and President Angiulo were absent. Vice President Capizzano conducted the meeting in President Angulo's absence.

ROLL CALL: PRESENT: Commissioner Ruffolo,

Stathopoulos, and Vice President

Capizzano

ABSENT: Commissioner Clementi and President Angiulo

Staff in attendance: Executive Director, Jen Hermonson; Superintendent of Recreation, Leslie DeMoss; Superintendent of HR & Business Services, Elizabeth Scott; Superintendent of Parks & Planning, Jason Faust; Lisa Jeffers, Executive Assistant/Recording Secretary.

Also in attendance was Attorney Patrick Bond.

2. Public Comment

None

3. <u>Approval of Minutes</u> - Committee of the Whole minutes for May 9, 2022. A motion to approve is requested.

A MOTION WAS MADE BY COMMISSIONER STATHOPOULOS TO APPROVE THE MINUTES OF THE MAY 9, 2022, COMMITTEE OF THE WHOLE MEETING. IT WAS SECONDED BY COMMISSIONER RUFFOLO.

ROLL CALL

**AYES:** 

Commissioners Ruffolo, Stathopoulos, and

Vice President Capizzano

NAYS:

None

MOTION CARRIED.

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## 4. Finance Report

a) May 1, 2022 – May 31, 2022, Account Payables in the amount of \$424,981.99. Account payables includes checks, refunds, purchase card (p-card) and payroll expenses.

Vice President Capizzano asked if there were any questions on the finance reports.

## 5. Policy & Planning

a) Purchasing Policy 4.3 Update – Executive Director Hermonson noted that an update to the policy was just passed by the senate to raise the purchasing limit to \$30k. Vice President Capizzano asked to table the policy since two board members are absent.

Executive Director Hermonson explained the two changes/pieces to the required bid limit and the purchasing limits. Attorney Bond went into further detail about it. Discussion took place.

A MOTION WAS MADE BY COMMISSIONER STATHOPOULOS TO TABLE 4.3 PURCHASING POLICY UPDATE. IT WAS SECONDED BY COMMISSIONER RUFFOLO.

ROLL CALL

AYES:

Commissioners Ruffolo, Stathopoulos, and

Vice President Capizzano

NAYS:

None

MOTION CARRIED

#### 6. Unfinished Business

a) Steam Room Bids – Executive Director Hermonson reviewed the final bid proposals that were submitted. She went into detail on how the project started as just repairs and now it requires a complete remodel of the entire steam room Discussion and questions took place.

#### 7. New Business

- a) Fall Brochure Executive Director Hermonson explained that staff needs consensus of the bord to not print the fall brochure due to deadlines. She explained the current pricing inflation for printing and how surveys were taken with other park districts. Questions and discussion took place.
- b) Top Tracer Executive Director Hermonson noted that this would be an addition of top tracers to complete all the bays at the golf dome. The additional top tracers will help ease the wait of the customers. Superintendent of Recreation Leslie DeMoss took questions from the board.

# 8. <u>Director & Commissioner Comments/Updates</u>

Executive Director Hermonson gave a brief update on what is going on in the district, updates on grants, and topics discussed at the recent intergovernmental meeting. Attorney Bond updated the board on the title search for Nike Park.

### 9. Executive Session

- a) Possible Litigation pursuant to 5 ILCS 120/2(C)(11)
- b) Personnel pursuant to 5 ILCS 120/2(C)(1)
- c) Land Acquisition pursuant to 5 ILCS 120/2(C)(5)
- d) Review Executive Session Minutes pursuant to 5 ILCS 120/2(C)(21)

## 10. Items to be referred (BOARD ACTION if necessary)

None

#### 11. Adjournment

A MOTION WAS MADE BY COMMISSIONER STATHOPOULOS TO ADJOURN THE COMMITTEE OF THE WHOLE MEETING AND ENTER INTO EXECUTIVE SESSION WITH NO BOARD ACTION FOR ITEMS A) POSSIBLE LITIGATION PURSUANT TO 5 ILCS 120/2(C)(11), AND ITEM D) REVIEW EXECUTIVE SESSION MINUTES PURSUANT TO 5 ILCS 120/2(C)(21). THE MOTION WAS SECONDED BY COMMISSIONER RUFFOLO.

Voice vote was taken

AYES: Commissioners Ruffolo, Stathopoulos,

and Vice President Capizzano

NAYS: NONE

MOTION CARRIED

MEETING ADJOURNED

Meeting adjourned at 5:30 p.m.

Respectfully Submitted By Lisa Jeffers Recording Secretary

Frank Angiulo, President

Approved this 16<sup>th</sup> day of August 2022

Stacev Ruffolo Secretary