

**GODLEY PARK DISTRICT
REGULAR BOARD MEETING MINUTES
SEPTEMBER 13, 2016**

The Regular Board Meeting was called to order at 5:00 pm by President Alton. Those present for roll call were Commissioners K. DeMarse, J. Krug, R. Stanford, and E. Alton. Also present: Director Heitz, Attorney Freeman, Lee Ann Zaremba, Ryan Togliatti, Melissa Woodard, Cheryl Lenig, Mike Leonard, Nick Taylor, Heather Kuban, Carrie Vasil, Aaron DeMarse, Debbie Bunting, Shellie Fiene, Pete Dvorak, and Rachelle Thompson.

PUBLIC PRESENT

Ron & Lois Taylor, Bobby Floyd

PUBLIC COMMENT

Lois Taylor questioned the amount she was charged for her rec hall rental. Director Heitz stated she would look into it but believes the total includes a deposit which would be returned upon completion of the event.

Debbie Bunting inquired who would be taking Director's Heitz place. Commissioner Alton stated the board hadn't yet formally accepted Director Heitz's resignation but are currently working on a replacement. Debbie further stated Director Heitz has done a lot of nice things for staff and the park and she is sad to see her go. Debbie expressed her appreciate for everything Director Hetiz has done for the staff.

CORRESPONDENCE

N/A

APPROVAL OF MINUTES

A motion to approve the August 9, 2016 Board Meeting Minutes, July 12, 2016 and August 9, 2016 Executive Session Meeting Minutes, (without public view), was made by Commissioner DeMarse, seconded by Commissioner Stanford. Upon roll call vote the following Commissioners voted aye: K. DeMarse, J. Krug, R. Stanford, and E. Alton. With 4 ayes, 0 nays, the motion carried.

Commissioner Alton stated the minutes were still not correct. The teacher's appreciation lunch was not the issue. Commissioner Alton feels purchases in general should be made closer to the neighborhood.

APPROVAL OF THE WARRANT DATED AUGUST 2016

Commissioner Stanford stated he thought the District already had popcorn machine. Commissioner Alton replied it was broken. Director Heitz commented the old machine has seen a lot of use. It is used at most of the special events and does not always work.

Commissioner Alton inquired if Madeline had given a notice that she was quitting. Director Heitz responded yes she did. She had an opportunity to go full time at her other job.

A motion to approve the warrant dated August 2016 was made by Commissioner Krug, seconded by Commissioner Stanford. Upon roll call vote the following Commissioners voted aye: K. DeMarse, J. Krug, R. Stanford, and E. Alton. With 4 ayes, 0 nays, the motion carried.

FINANCE REPORT

Lee Ann stated the audit is complete. We had an exceptional audit. Our numbers agreed with the auditors. Director Heitz also commented the audit was squeaky clean. There were no material weaknesses found nor did we need to make any adjustments on our books. Director Heitz complimented Lee Ann stating "I'm very proud of the job Lee Ann did in finance for us to have a perfect audit".

Lee Ann gave a summary of the various profit loss reports that were included in the board packet. She further stated ultimately we like to see a 20% profit on all programs. Lee Ann also noted that the Teen Club 528 summer trips had a 37% profit which is phenomenal, especially for a first time program.

Final payment for last year's PFA grant was received September 1st.

DIRECTOR'S REPORT

Director Heitz spoke with David Pistorius from First Midstate Inc. regarding the renewal of the bonds. Director Heitz stated renewing the bonds would keep the District within the Exelon agreement and allow us to do additional improvements on the grounds. There would be no tax increase for the residents.

Funds for the OSLAD grant are being released by the State. Director Heitz stated she needs to notify the State Department if the Commissioners decide to not accept the funds.

Commissioner Krug inquired if the OSLAD grant could be put on hold. Director Heitz replied no, the project must be completed within 2 years. Commissioner Alton inquired which improvements were included in the grant. Director Heitz explained the project included widening the walking path, 6 fitness stations along the path, a fishing station; naturalize plantings, a band shell, replacement of the orange playground and new bathrooms for the splash pad.

Commissioner Alton inquired about the location of the band shell and if it would interfere with the ball fields. Director Heitz stated the non lighted ball field would need to be removed. It would not affect the lighted field.

Director Heitz explained the capital project the Commissioners had decided to do if the funds for the grant were not released included widening the walking path, a fishing station, and naturalized plantings. These projects would be done using our own money, which would leave us with about \$150,000 in the capital fund. Director Heitz stated because the second option would deplete our capital funds, we need to look at renewing our bonds for other capital projects. The funds from the bond would help with replacing the roofs, updating the bathrooms, etc.

Director Heitz stated Cheryl will be retiring next year. Cheryl commented she will be moving to Indiana to be closer to her family. Cheryl also stated she would like to make it known that she is not retiring because Director Heitz is leaving the District. Director Heitz has been aware that Cheryl's decision to retire is upcoming.

OLD BUSINESS

N/A

NEW BUSINESS

LAND CASH ORDINANCE O-112

Director Heitz stated information regarding the Land Cash Donation Ordinance is included in the board packet. Commissioner Alton commented she had not yet read the report and asked Director Heitz to explain the ordinance to her. Director Heitz stated the fair market value of the land within the park district's boundaries was based off of the survey that was completed a few years ago for Joe. There are different values based on acreage. We took the median of these values. Director Heitz felt comfortable with the median. Properties from both Grundy and Will counties were used to calculate the median. Director Heitz further stated the amount is based upon per acre and is an expense to be paid by the builder or developer. If approved, it would

need to be approved by the Village as well, since they would be the ones to enforce the ordinance.

Director Heitz explained the concept and history of land/cash donation to Ron Taylor to clarify his confusion stating schools, park districts and municipalities have a land cash donation ordinance to assist in the growth of their municipality. This would apply only to properties within the boundaries of our district.

Commissioner Stanford asked if there is a limit on the number of homes. Director Heitz said there is a population unit per yield. Apartment buildings will be based off of per bedroom. That's why the Village Board would have to enforce it before giving permits to build.

Attorney Freeman stated once homes are built in a subdivision, it's too late. District will want to have the money generated from the land cash ordinance; otherwise the District wouldn't be able to afford it to put in a playground within the subdivision. Attorney Freeman reiterated the expense is paid by the builder but not by the current tax payers. It benefits everyone to adopt this ordinance so the people who are using the playground and benefiting from it, are the ones paying for it.

Commissioner Alton asked if we could approve it and then take it to the Village and ask them to approve it. Director Heitz stated it can voted on to approve. Director Heitz and Attorney Freeman can present the land cash donation ordinance to the Village.

A motion to approve the Land Cash Ordinance O-112 was made by Commissioner DeMarse, seconded by Commissioner Alton. Upon roll call vote the following Commissioners voted aye: K. DeMarse, E. Alton; nay: R. Stanford, J. Krug. With 2 ayes, 2 nays, the motion failed.

OSLAD PROJECT

Director Heitz stated she needs to know which direction to go with regards to the OSLAD grant. Commissioner Stanford felt with Director Heitz leaving, the District should decline the grant. Commissioner Stanford further stated Director Heitz is the one person who knows all the details of the projects included in the grant. After much discussion a motion to reject the OSLAD grant was made by Commissioner Krug, seconded by Commissioner Stanford. Upon roll call vote the following Commissioners voted aye: R. Stanford, J. Krug; nay: E. Alton, K. DeMarse. With 2 ayes, 2 nays, the motion failed.

Director Heitz will send a letter to IDNR stating the decision of the board.

TRAVEL EXPENSE ORDINANCE O-113

All public bodies, elected officials, and employees of public entities will be required to follow certain guidelines when requesting reimbursement for expenses related to travel, meals and lodging. This new requirement will become effective January 1, 2017. Director Heitz stated the personnel manual will be changed to reflect the new requirements. The old policy manual explained reimbursements for travel and mileage under M & N on page 28. These two items will be combined and will be listed under section M Reimbursement Policy which will include Exhibit A, Permissible Travel Expenses. Exhibit A gives a detailed outline of the maximum reimbursable rates for travel related expenses. Director Heitz further explained that if someone was to go over the allowable amount, in order to be reimbursed, approval for the reimbursement must be decided upon in open session with a roll call vote whether or not to approve the reimbursement. It is very important to keep all receipts when traveling.

A motion to approve the Travel Expense Ordinance O-113 was made by Commissioner Krug, seconded by Commissioner Stanford. Upon roll call vote the following Commissioners voted aye: K. DeMarse, J. Krug, R. Stanford, and E. Alton. With 4 ayes, 0 nays, the motion carried.

AMENDMENT TO JANUARY 2016 PERSONNEL POLICY

Amended page 28 of the Personnel Policy of January 2016, entire terms, item M. Item N deleted and combined with item M.

A motion to approve the amendment to January 2016 Personnel Policy was made by Commissioner Stanford, seconded by Commissioner Krug. Upon roll call vote the following Commissioners voted aye: K. DeMarse, J. Krug, R. Stanford, and E. Alton. With 4 ayes, 0 nays, the motion carried.

ACCEPTANCE OF AUDIT FOR FY 15-16

Commissioner Krug asked why the auditors did not present the audit to the board as was done in the past. Director Heitz replied the auditors have not presented since she has been director. Our auditing expenses would be higher and are not necessary when you have a good audit. If there were issues, Director Heitz would have asked the auditors to present the audit to the board.

A motion to accept the Audit for FY 15-16 was made by Commissioner Krug, seconded by Commissioner DeMarse. Upon roll call vote the following Commissioners voted aye: K. DeMarse, J. Krug, R. Stanford, and E. Alton. With 4 ayes, 0 nays, the motion carried.

Director Heitz requested direction on whether or not to have Mr. Pistorius begin gathering bond information. Once all information is obtained, Mr. Pistorius would present the options to the Commissioners. Director Heitz reassured the Commissioners nothing would be done without their approval. Director Heitz reiterated the District needs the funds for capital improvements and building repairs. Director Heitz also stated it is necessary to keep up with the bond otherwise you lose it in the tax levy and have no capital improvement fund.

A motion to give Dayna approval to have Mr. Pistorius start gathering information for the bond was made by Commissioner Krug, seconded by Commissioner DeMarse. Upon roll call vote the following Commissioners voted aye: K. DeMarse, J. Krug, R. Stanford, and E. Alton. With 4 ayes, 0 nays, the motion carried.

A motion to accept Director Heitz's resignation was made by Commissioner Krug, seconded by Commissioner Stanford. Upon roll call vote the following Commissioners voted aye: K. DeMarse, J. Krug, R. Stanford, and E. Alton. With 4 ayes, 0 nays, the motion carried.

EXECUTIVE SESSION

A motion was made at 6:02 pm to enter into executive session for the purposes of personnel 5 ILCS 120/2 (C)(1) by Commissioner Krug, seconded by Commissioner DeMarse. Upon voice call vote, all ayes, the motion carried.

Regular session resumed at 7:11 pm. All commissioners present.

MOTION ADJOURNMENT

A motion to adjourn the meeting at 7:13 pm was made by Commissioner DeMarse, seconded by Commissioner Stanford. Upon voice vote, the motion carried.

OFFICIAL REPORTS:

1. Executive Session Meeting Minutes (July 12, 2016)
2. Executive Session Meeting Minutes (August 9, 2016)
3. Board Meeting Minutes (August 9, 2016)
4. Warrant (August 2016)
5. Land Cash Donation Ordinance O-112
6. OSLAD Project
7. Travel Expense Ordinance O-113
8. Amendment to January 2016 Personnel Policy
9. Acceptance of Audit for FY 15-16