Bloomingdale Park District
Board of Commissioners Meeting Minutes
October 21, 6:30 P.M.
Johnston Recreation Center (JRC)

Call to Order and Roll Call

The Regular Meeting of the Bloomingdale Park District Board (BPD) of Commissioners was called to order by President Burke at 6:32 p.m. In attendance were Commissioners Bryen Travis, Jerry Marshall, Gerace Olson, Frank Saverino, and Andre Burke and staff members Joe Potts, Jennifer Vale, Lonna Converso, Chris Tompkins, Mesha Hadzic, Mark Goode, and Jackie Tithof Steere.

Pledge of Allegiance

The Board, staff, and visitors recited the Pledge of Allegiance.

Recognition of Visitors

The Board welcomed three visitors who were featured on the agenda: Mark Jeretina of Speer Financial, Inc., who addressed the bond sale virtually via Teams, Andrew Bogren of Selden Fox, Ltd., who presented audit results, and Nemanja Antic, BPD's assistant director of parks and planning, who was present to be honored for his years of service.

Consent Agenda

Commissioner Marshall moved, seconded by Commissioner Saverino, to establish the Consent Agenda of October 21, 2024. On roll call vote the motion was approved 5-0.

Aye:	Marshall, Saverino, Travis, Olson, Burke
Nay:	None
Absent:	None

The following Consent Agenda items were considered by the Park District to be routine and were enacted in one motion with no separate discussion.

A. Approval of Minutes – September 16, 2024
B. Acceptance of Financial Reports – September 2024
C. Approval of Directive to Pay – October 21, 2024

On voice vote the motion was approved 5-0.

New Business

Approval of Ordinance No. 2024-04: GO Limited Tax Park Bonds, Series 2024

Mark Jeretina, senior vice president at Speer Financial, briefed the Board on the bidding status for the Park District's annual rollover bonds. Six bids total were received this year for the $819,635 General Obligation Limited Tax Park Bonds. It is Speer Financial's opinion that the most favorable bid to the District was from Time Bank, Park Ridge, Ill., with a 3.47% rate, and that it should be accepted. Proceeds from the bonds will be used for various capital projects and to pay the costs of issuance of the Bonds.

Commissioner Olson moved, seconded by Commissioner Saverino, to approve Ordinance No. 2024-04: An Ordinance Providing for the Issuance of $819,635 General Obligation Limited Tax Park Bonds, Series 2024 and for The Levy of a Direct Annual Tax to Pay the Principal of and Interest on Said Bonds. On roll call vote the motion was approved 5-0.

Aye:	Olson, Saverino, Travis, Marshall, Burke
Nay:	None
Absent:	None

(Mark left the meeting at 6:38 p.m.)

Acceptance of FY 2023-2024 Audit Report Results/Findings

Andrew Bogren of Selden Fox addressed the Board on the highlights of the audit, which included the issue of a clean, unmodified opinion on the District's financial statements, which is the best opinion one can receive; a decrease of $923,128 in total fund balances for the government funds due in large part to the use of fund balance in the Capital Projects fund toward capital project, which is offset by $782,195 of bond proceeds in both the Debt Service and Capital Projects funds; and higher than budgeted revenues by $112,454 due largely to greater than anticipated increases in interest and state replacement taxes.

Also noted: the Recreation Fund balance increased to allow nine months of budgeted expenditures in reserve, exceeding reserve minimums, putting the agency in a good financial position; a decrease in net pension liability, which is 94% funded, of $621,170; the District will be issued an internal control letter with no text exceptions; and Selden Fox will assist BPD in applying for the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting.

Commissioner Marshall moved, seconded by Commissioner Saverino, to accept the FY 2023-2024 Audit Report/Findings as presented by Selden Fox, Ltd. On roll call vote the motion was approved 5-0.

Aye:	Marshall, Saverino, Travis, Olson, Burke
Nay:	None
Absent:	None

(Andrew left the meeting at 6:43 p.m.)

Health Insurance Renewal for 2025

Staff recommended continuing with similar coverage offered through the Park District Risk Management Agency (PDRMA) as in years past: an HMO plan and a PPO plan with a $2,000 deductible and $1,000 HRA, both administered by Blue Cross Blue Shield of Illinois. Also addressed were cost increases, cost controls, another ACA eligible employee, and the continuation of employee contribution amounts – HMO 17.5%, PPO 30%, and vision and dental 20%.

Commissioner Saverino moved, seconded by Commissioner Travis, to accept the health insurance renewal recommendation for the 2025 calendar year. On roll call vote the motion was approved 5-0.

Aye:	Saverino, Travis, Marshall, Olson, Burke
Nay:	None
Absent:	None

At this point, the Board moved up on the Agenda Item 7A to Item 6C1.

Other Items to be Brought Before the Board

Recognition of Five-Year Service Anniversary of Nemanja Antic

Nemanja was congratulated by the Board for his service to the Park District. He is especially appreciated for his hard work, engagement from the start, doing his best while always improving, growing into his new role, and helping achieve many departmental goals. Nemanja is regarded as a nice person who is a joy to work with, a great communicator, and a true team player.

(Nemanja left the meeting at 6:50 p.m.)

(At this point, the Board resumed the normal order of the agenda.)

New Business, Continued

Approval of IAPD Credentials Certificate

As it does annually, the Board identified delegates to be authorized to vote on matters presented during the January 2025 Illinois Association of Park Districts' Annual Business Meeting Saturday, January 25, 2024, at 3:30 p.m. The process was explained to the newest Board Member, Bryen Travis.

Commissioner Olson moved, seconded by Commissioner Travis, to appoint Executive Director Potts as delegate, Commissioner Travis as first alternate, and Commissioner Burke as second delegate for the IAPD Annual Business Meeting. On roll call vote the motion was approved 5-0.

Aye:	Olson, Travis, Marshall, Saverino, Burke
Nay:	None
Absent:	None

Approval of Ordinance No. 2024-05: Surplus Property

Staff explained that although spin classes have been offered several times at the Park District, they have attracted only a small number of enrollees who have not returned for subsequent classes. Because the classes have been unsuccessful and storage space is needed, the staff wishes to sell the eight spin bikes.

Commissioner Marshall moved, seconded by Commissioner Olson, to approve ordinance No. 2024-05: An Ordinance Declaring Certain Park District Personal Property as Surplus and Authorizing the Sale or Disposal. On roll call vote the motion was approved 5-0.

Aye:	Marshall, Olson, Travis, Saverino, Burke
Nay:	None
Absent:	None

Approval of Job Order Contracting Proposal for JRC Office Renovation Project

Staff clarified that the JRC project was part of a group of Department of Commerce and Economic Opportunity (DCEO) funded projects that Executive Director Potts started in 2018-2019, with many obstacles inserted along the way. Auditors for the District have explained that it is not uncommon for agencies to front money from fund balances for projects and be reimbursed later through state grand funding. Fund balances may feel a little pain until reimbursed.

The JRC conference room will be divided into three offices – two for marketing and one as an extra – and a smaller conference room space. The kindergarten room will be shortened a bit to create office space for the director of internal services. In the administrative wing, HR and finance offices will be separated with a wall of filing cabinets in between. All improvements comply with fire codes. Staff confirmed the office areas were not addressed during the renovation because the center was built for the number of staff at the time. Staff numbers have increased, and more appropriate spaces are needed.

Commissioner Travis moved, seconded by Commissioner Marshall, to approve the job order contracting proposal for the Johnston Recreation Center. On roll call vote the motion was approved 5-0.

Aye:	Travis, Marshall, Olson, Saverino, Burke
Nay:	None
Absent:	None

Approval of Job Order Contracting Proposals for Sunnyside Park's Tennis Courts Renovation Project

No proposal for this project is necessary because the Park District is working with the Village. Previous issues with this project were discussed, including a matter involving the installation of a chain link fence. The Board mentioned that DuPage County Stormwater Management has opened up some grants for which the District may be eligible, such as a water quality grant; staff will research the grant opportunities.

Commissioner Saverino moved, seconded by Commissioner Marshall, to approve the job order contracting proposal for the Sunnyside Park tennis court renovation project. On roll call vote the motion was approved 5-0.

Aye:	Saverino, Marshall, Travis, Olson, Burke
Nay:	None
Absent:	None

Approval of Job Order Contracting Proposal for Indian Lakes Park Renovation Project

President Burke attended the Indian Lakes neighborhood input meetings and confirmed strong neighborhood agreement on the plan for the park's playground, with solid pricing for the structure, wood chips, and rubber surfacing. Executive Director Potts thanked the Board for working with elected officials.

Commissioner Travis moved, seconded by Commissioner Olson, to approve the job order contracting proposal for the Indian Lakes Park renovation project. On roll call vote the motion was approved 5-0.

Aye:	Travis, Olson, Marshall, Saverino, Burke
Nay:	None
Absent:	None

Resolution No. 2024-07: Closed Session Minutes and Tapes

Commissioner Marshall moved, seconded by Commissioner Saverino, to move Item 6E to the end of the agenda following Executive Session. On voice vote the motion was approved 5-0.

Other Items to be Brought Before the Board, Continued

Discussion of Old Town Park Master Plan

Based on an original plan to dedicate something to former Commissioner Buzz Puccio while making improvements to Old Town Park (OTP) and considering the budget at the same time, staff met with Williams Architects, the original architects of the park, to determine possible improvements to the gazebo and concrete, among other amenities. Overall, the Board agreed that improving the concert area would please former Commissioner Puccio since he loves the BPD's Summer Concert Series.

Other shared thoughts included incorporating required restrooms with an active splash pad, yard games to accompany an OSLAD grant application, a wall of bricks like that of Naperville, shading through the addition of trees, bandshell lights, and an ADA-accessible concrete pad at the pavilion. Additional Board input revealed a concern for duplicating concert area efforts if the Village proceeds with adding concert space to the former Stratford Mall location as well as the potential couple-hours-per-week conflict of having both a splash pad and concerts in one area.

The Board also considered installing an active or passive water feature, making the area more of a destination space, focusing only on the front half of OTP, renaming the pavilion-possibly before the work begins, affording the project in next year's budget vs. sprucing it up on a tighter budget and renaming it in a quicker timeframe, finalizing plans over the winter followed by improvements in the springtime, having Williams Architects attend next month's meeting, and the possibility of presenting something to former Commissioner Puccio as soon as January. Executive Director Potts appreciated the feedback and will convey the Board's opinions to architects.

Discussion of 2025 IAPD/IPRA Conference

The Board reviewed interest level for attending the Illinois Association of Park Districts/Illinois Parks and Recreation Association Soaring to New Heights Conference January 23-25, 2024, at the Hyatt Regency Chicago in Chicago. All Board Members committed to attending the conference. Hotel accommodations for the Board will be adjusted as directed to staff. Options for the annual Board/staff dinner were discussed.

Staff Reports
The second roundtable meeting coming up November 21 was discussed. Two Commissions total can attend. Two guests attended the last informal session. The board complimented the director of marketing communications on sponsorship commitments from Shake Shack and inquired about raffle ticket sales.

Executive Session
At 7:38 p.m., Commissioner Olson moved, seconded by Commissioner Saverino, to enter into Executive Session to conduct the semi-annual review of Executive Session minutes and tapes (5 ILCS, Par. 120/2.06 – Written and Recorded Minutes) and (5 ILCS, Par. 120/2(c)(21) – Closed Session Minutes Review). On roll call vote the motion was approved 5-0.

Aye:	Olson, Saverino, Travis, Marshall, Burke
Nay:	None
Absent:	None

Staff members not attending Executive Session were dismissed.

Rise from Executive Session, Re-Enter Regular Session
Commissioner Saverino moved, seconded by Commissioner Olson, to rise from Executive Session and re-enter Regular Session at 8:00 p.m. On roll call vote the motion was approved 5-0.

Aye:	Saverino, Olson, Travis, Marshall, Burke
Nay:	None
Absent:	None

Regular Meeting, Resumed
The Regular Meeting of the Bloomingdale Park District Board of Commissioners was called back into session by President Burke at 8:00 p.m.

Roll Call
In attendance were Commissioners Bryen Travis, Jerry Marshall, Gerace Olson, Frank Saverino, and Andre Burke, along with staff member Jackie Tithof Steere and Executive Director Joe Potts.

The Executive Session was conducted to review Closed Session meeting minutes and tapes.

New Business, Continued
Approval of Resolution No. 2024-07: Closed Session Minutes/Tapes
During Executive Session, the Board discussed the approval and seal of Executive Session minutes from May 20, 2024; the destruction of the January 23, 2023, tape, which was held for the required 18-month period; and the continued retention of Executive Session minutes previously and newly sealed from April 14, 1986; July 14, 1986; August 4-7, 1987; January 20, 1992; January 19, 1998; July 22, 2013; May 20, 2019; February 15, 2021; April 19, 2021; May 17, 2021; September 20, 2021; October 18, 2021; May 16, 2022; August 15, 2022; January 23, 2023, and March 18, 2024.

Commissioner Travis moved, seconded by Commissioner Marshall, to accept the staff recommendation to approve Resolution No. 2024-07: A Resolution Authorizing Release of Certain Closed Session Minutes and Tapes. On roll call vote the motion was approved 5-0.

Aye:	Travis, Marshall, Olson, Saverino, Burke
Nay:	None
Absent:	None

Adjournment

Commissioner Saverino moved, seconded by Commissioner Travis, to adjourn the meeting at 8:03 p.m. On roll call vote the motion was approved 5-0.

Aye:	Saverino, Travis, Marshall, Olson, Burke
Nay:	None
Absent:	None

Respectfully submitted,

Joe Potts
Board Secretary