

**Bloomington Park District  
Board of Commissioners Meeting  
December 16, 2019, 7 P.M.  
Johnston Recreation Center**

**Pledge of Allegiance**

The Board and staff recited the Pledge of Allegiance.

**Call to Order**

President Burke called the regular meeting of the Board of Commissioners to order at 7:00 p.m. In attendance were Commissioners Buzz Puccio, Karen Johns, Mike Vogl, and Andre Burke and staff Carrie Fullerton, June Fergus, Sandy Vangundy, Josh Hendricks, Joe Potts, and Jackie Tithof Steere.

Commissioner Marshall notified the Board in advance of his absence.

**Recognition of Visitors**

There were no visitors present at this meeting.

**Approval of Minutes**

Commissioner Johns moved, seconded by Commissioner Vogl, to approve the minutes of November 18, 2019, meeting as presented. On voice vote the motion was approved 4-0.

**Staff Reports**

The Board commented on staff achieving positive fall registration numbers, which are up approximately 30 percent over last year. Staff reported on the Festival of Lights: some programs are going, all reservations have been taken for carriage rides, and the count on attendees for opening night is estimated at 3,000. The opening night was topped off with excellent pizza at Commissioner Puccio's home.

**New Business**

Approval of Tax Levy Ordinance No. 2019-09

Staff presented to the Board the annual tax levy based upon the draft Commissioners received last month. No truth in taxation hearing or paperwork is required because the Park District is requesting less than 105 percent. As required by the County, the levy must be filed by the last Tuesday in December.

Commissioner Johns moved, seconded by Commissioner Puccio, to accept Ordinance No. 2019-09: An Ordinance Levying the Taxes of the Bloomington Park District for the Fiscal Year Beginning June 1, 2020, and Ending on May 31, 2021. On roll call vote the motion was approved 4-0.

Aye: Johns, Puccio, Vogl, Burke

Nay: None

Absent: Marshall

Approval of Bloomingdale Artists Association Annual Silent Auction

Every year the Bloomingdale Artists Association (BAA) auctions paintings by its members, some of whom are staff, to benefit its annual BAA scholarship fund.

Commissioner Vogl moved, seconded by Commissioner Puccio, to approve the Bloomingdale Artists Association's silent auction reception at the Bloomingdale Park District Museum. On voice vote the motion was approved 4-0.

Approval of Surplus Ordinance No. 2019-10

Staff requested permission to sell or dispose of the Johnston Recreation Center's kitchen sink, among other items.

Commissioner Johns moved, seconded by Commissioner Vogl, to approve Ordinance No. 2019-10: An Ordinance Declaring Certain Park District Personal Property as Surplus and Authorizing the Sale or Disposal. On roll call vote the motion was approved 4-0.

Aye: Johns, Vogl, Puccio, Burke  
Nay: None  
Absent: Marshall

Additional Board Appointment of ADA Coordinator for Fiscal Year 2019-2020

Staff discovered through the Distinguished Agency (DA) preparation process that the District must formally appoint an ADA Coordinator and recommends Joe Potts for the position. As Director of Parks and Planning, Joe has already been performing the coordinator responsibilities unofficially. This position will be an annual appointment.

Commissioner Vogl moved, seconded by Commissioner Johns, to appoint Joe Potts the ADA Coordinator for Fiscal Year 2019-2020. On roll call vote the motion was approved 4-0.

Aye: Johns, Vogl, Puccio, Burke  
Nay: None  
Absent: Marshall

Review Draft of the Americans with Disabilities Act (ADA) Policy

The DA process requires Park Districts to have an ADA Policy detailing how it makes non-discriminating decisions. The agency is required to make reasonable accommodations to those specifying a special need. Staff will bring the policy draft back in the form of a Resolution at the next meeting. A brief discussion was held on the DA process.

### Review Draft of the Identity Protection Policy

The Board and staff discussed a draft of the Identity Protection Policy, which is required of the Park District for the DA process. The basis of the policy, which will be included in the Personnel Policy Manual, is a statement of purpose covering why the agency asks for social security numbers. Social security numbers are not released for any reason other than a legal requirement and are redacted on Freedom of Information Act requests.

### **Old Business**

#### Approval of Investment Policy Revision Resolution No. 2019-13

Staff formally presented to the Board the updated Investment Policy that it reviewed last month.

Commissioner Johns moved, seconded by Commissioner Puccio, to approve Resolution No. 2019-13: A Resolution Revising the Investment Policy. On roll call vote the motion was approved 4-0.

Aye: Johns, Puccio, Vogl, Burke  
Nay: None  
Absent: Marshall

#### Approval of Updated Alcohol and Drug Policy Resolution No. 2019-14

The draft Updated Alcohol and Drug Policy from last month was presented to the Board in formal format for inclusion in the Personnel Policy Manual.

Commissioner Vogl moved, seconded by Commissioner Johns, to approve Resolution No. 2019-14: A Resolution Updating the Alcohol and Drug Policy Within the Personnel Policy Manual. On roll call vote the motion was approved 4-0.

Aye: Vogl, Johns, Puccio, Burke  
Nay: None  
Absent: Marshall

### **Other Items Brought Before the Board**

#### Discuss Upcoming IAPD/IPRA Conference

Commissioner Vogl, Illinois Association of Park Districts (IAPD) Vice-Chairman and IAPD Conference Chair, provided conference updates, such as the fact the sessions have been finalized and rooms are set. Staff added that everyone is registered for the conference and the Board/staff dinner will be Friday night in Commissioner Vogl's IAPD-provided suite. As more social and meeting invitations are received, a copy of the conference schedule will be distributed.

### **Additional Items for the Board**

#### Wake of Fred Hohnke

Executive Director Fullerton attended the wake of Fred Hohnke. There was a large attendance for Fred, who was a friend to many people in the parks and recreation industry. The combined eulogy was also very nice.

### Board/Staff Holiday/Thank You Event

Wednesday night is the Park District's holiday/thank you party, which will involve games, dinner, and comments from Commissioners Puccio and Burke and Executive Director Fullerton. The staff is looking forward to it.

### Holiday Hours

The District will be closed December 25 and January 1, but the B-Fit Center will be open for a short period on December 24 and 31 and January 1. Staff has arranged to be in and out of the office over the holidays; however, one department head will be present in the building at all times.

### Listening Tour

News of the Listening Tour has been sent out. Commissioners discussed which time slot they would be able to attend. Commissioners Burke and Vogl will take March 14.

### Update to Sexual Harassment Policy

Next month, staff will bring to the Board an update to the Sexual Harassment Policy as required by new legislation. The current update is related to elected officials and covers the protocol for alleged harassment between Board Members and independent review. Alleged harassment is to be reported to a Board President, unless he/she is implicated, or another Board Member. From there, the allegation will go to legal counsel for review. The policy, which will be included in the Board and Personnel Policy Manuals, will be provided to the Board in Resolution format as its language has been provided by IAPD counsel  
Jason Anselment.

### Park Foundation Gift Wrapping Fundraiser

A reminder was given that staff will be gift wrapping on December 24 at Stratford Mall. Come see staff with gifts to be wrapped.

### Customer Service Training

Staff will attend a seminar all day Thursday addressing cancellations and customer service. The Park District is sharing training expenses with Roselle Park District, which is sending seven of its staff. Focusing on moments of truth with customers and strategizing, the seminar will be a good opportunity to develop staff.

### New Village Almanac Expenses

The Board and staff discussed an email received from the Village detailing a proposal for sharing increased *Almanac* expenses between multiple agencies. Staff will schedule a meeting with the Village and offer what it considers a fair alternative to the original proposal. Overall, staff believes the publication is a good way to reach residents, especially seniors.

**Acceptance of Financial Report**

Commissioner Vogl moved, seconded by Commissioner Puccio, to accept the Financial Report dated November 2019. On roll call vote the motion was approved 4-0.

Aye: Vogl, Puccio, Johns, Burke  
Nay: None  
Absent: Marshall

**Approval of Directive to Pay**

Commissioner Puccio moved, seconded by Commissioner Johns, to approve the Directive to Pay dated December 16, 2019. On roll call vote the motion was approved 4-0.

Aye: Puccio, Johns, Vogl, Burke  
Nay: None  
Absent: Marshall

**Executive Session**

Commissioner Johns moved, seconded by Commissioner Puccio, to not enter into Executive Session. On roll call vote the motion was approved 4-0.

Aye: Johns, Puccio, Vogl, Burke  
Nay: None  
Absent: Marshall

**Adjournment**

Commissioner Johns moved, seconded by Commissioner Puccio, to adjourn the meeting at 7:34 p.m. On voice vote the motion was approved 4-0.

Respectfully submitted,

Carrie A. Fullerton  
Board Secretary