

Minutes of the Regular Meeting of the Board of Commissioners
Of the Zion Park District, Lake County, Illinois
Held at the Leisure Center in said District at 7:00pm
On the 15th day of September, 2022

The meeting was called to order at 7:00pm. Commissioners Pye, Brown, Rivers, Magiera and President Hartman were present. Also present for the meeting were: Executive Director Bradley, Superintendent of Parks Peck, Superintendent of Recreation Petersen, Community Relations Manger Wertman, Accounting Manger Taylor, Tray'von Johnson and Arin Duty.

In attendance were Courtney Clement from the District's audit firm, Lauterbach & Amen, along with Brother Willy and Lacey Lawrence from Hitchcock Design Group.

Commissioner Rivers, seconded by Commissioner Magiera, made a motion to approve the minutes as presented of the Regular meeting held on August 18, 2022 and the minutes of the Personnel and Finance Sub-committee meeting also held on August 18, 2022.

Upon a voice vote, Commissioners Pye, Brown, Rivers, Hartmann and Magiera voted aye. President Hartman declared the motion carried.

There were no changes to the agenda as presented. Commissioner Brown, seconded by Commissioner Pye, made a motion to approve the agenda.

Upon a voice vote, Commissioners Pye, Brown, Rivers, Hartmann and Magiera voted aye. President Hartman declared the motion carried.

Commissioner comments: Commissioner River's commented that she attended the Mayor's Prayer Breakfast. Commissioner Pye liked how well the Park District buildings and Parks looked. Commissioner Brown wanted to relay that he had many comments about how the Labor Day Parade did not happen in Zion. Discussion took place on how the Labor day Paraded is planned and how the City of Zion Special Event Commission decided it could not take place this year because of police staffing shortages and safety concerns.

There were no reports from the District's attorneys.

The District's finances were presented by Executive Director Bradley during the Personnel and Finance sub-committee meeting that was held immediately prior to the board meeting. A motion was made by Commissioner Brown, seconded by Commissioner Magiera, to approve the unpaid and total bills, as listed, in the amount of \$439,723.67 for the month of August 2022.

Upon a roll call vote, Commissioners Rivers, Pye, Brown, Hartmann and Magiera voted aye. President Hartman declared the motion carried.

A written report that highlighted the month's activities was submitted to the Board prior to the meeting by Executive Director Bradley. During his presentation, Executive Director Bradley informed the Board about the status of the Edina Trail Grant, first bid went out and no contractors bid, bid a second time and the bid came over \$614,000. The bid was too high so it was not accepted. Will try and rebid in January 2023. The project needs to be completed by November 2023. The District might need an extension of time or ask for more funds to complete the project. NRPA conference will begin Sept. 20, 2022. We will do virtually this year due to COVID restrictions. Commissioner Magiera and Commissioner Rivers would like to be signed up for the virtual conference. Introduction to our new full-time staff person Tray'von Johnson. He has worked for the Park District for the past 5 years as part-time. He will now be a full-time staff member, continuing his responsibilities at the front desk, SAFS and summer camp Director.

Courtney Clement from the District's audit firm, Lauterbach & Amen, presented the audited financials for fiscal year-end April 30, 2022. During the fiscal year the District continued to strengthen its financial position and build healthy fund balances. A motion was made by Commissioner Pye, seconded by Commissioner Rivers, to approve the District's financial audit report for fiscal year end April 30, 2022.

Upon a roll call vote, Commissioners Rivers, Pye, Brown, Hartmann and Magiera voted aye. President Hartman declared the motion carried.

A presentation was given by Lacey Lawrence from Hitchcock Design for the David Park renovation project as part of the District's submission for an OSLAD grant. Potential revisions to the parking lot were discussed, but overall the Board's feedback was positive and supportive. A motion was made by Commissioner Rivers, seconded by Commissioner Magiera, to approve Resolution# 896 to approve the David Park master plan and dedicate the required funding match required for the District's 2023 OSLAD grant application.

Upon a roll call vote, Commissioners Rivers, Pye, Brown, Hartmann and Magiera voted aye. President Hartman declared the motion carried.

Commissioner Brown made a motion, seconded by Commissioner Pye, to approve the purchase of a pre-owned 2017 Chevrolet 3500 dump truck, with snow equipment, in the amount of \$52,000.

Upon a roll call vote, Commissioners Rivers, Pye, Brown, Hartmann and Magiera voted aye. President Hartman declared the motion carried.

Executive Director Bradley presented the plan and cost estimate to replace the equipment at Jordan Park playground. Commissioner Magiera, seconded by Commissioner Brown, made a motion to approve the quote from Parkreation in the amount of \$106,591.22 to purchase and install playground equipment from Little Tykes Commercial at Jordan Park.

Upon a roll call vote, Commissioners Rivers, Pye, Brown, Hartmann and Magiera voted aye. President Hartman declared the motion carried.

At 8:06 pm a motion was made by Commissioner Magiera, seconded by Commissioner Pye, to go into Executive Session for the purpose of the Board discussing employment, compensation, discipline, performance, or dismissal of employees pursuant to Section 2(c)(1) of the Illinois Open Meetings Act and Section 5 ILCS 140/7 (1) (r) to discuss real estate negotiations.

Upon a roll call vote, Commissioners Rivers, Pye, Brown, Hartmann and Magiera voted aye. President Hartman declared the motion carried.

The Board returned from Executive Session at 8:49 pm.

Commissioner Brown, seconded by Commissioner Pye, made a motion to approve a four percent cost of living allowance increase for the District's current full-time staff, excluding the Executive Director, to be effective in December 2022.

Upon a roll call vote, Commissioners Rivers, Pye, Brown, Hartmann and Magiera voted aye. President Hartman declared the motion carried.

A motion to adjourn was made by Commissioner Brown, seconded by Commissioner Rivers.

Upon a voice vote, Commissioners Rivers, Pye, Brown, Hartmann and Magiera voted aye. President Hartman declared the motion carried.

The meeting adjourned at 8:52 pm

Kay Petersen
Assistant Secretary