

The Board of Commissioners of the Sandwich Park District met for their regular meeting on Thursday, February 18, 2010 at 7:07 p.m.

**PRESENT:** Roberta Troeger, Steve Wolf, Bill Clemons, Diana Rud (arriving at 7:10 p.m., and Jennifer Roberts (arriving at 8:37 p.m.)

**VISITORS:** Todd Latham and Ken Isham, representing Sandwich Boys Baseball, spoke to the Board concerning the 2010 ball season. Steve Wolf asked if they had heard about an organization (USSSA) wanting to use the diamonds at Memorial Park for tournament play during six weekends this summer. Todd Latham had been contacted by the Greater Aurora Tourism Bureau and had referred them to the Park District. It seemed that the only conflict would be on the weekend of July 16-18 when Sandwich Boys Baseball hold their tournament. A representative of USSSA will be looking at the diamonds to see if they would work for them.

Todd Latham told the Board that he had written a grant to do some soil analysis and drainage surveying at Memorial Park. Steve Wolf advised that the Park District had contacted Jake Saltzman of First Response Drainage do a study last fall.

The contract for Boys Baseball's use of the Memorial Park diamonds is being updated and will include the requirement that head coaches be trained in the use of an AED. CPR/AED training dates have been reserved for Boys Baseball and Todd Latham will forward his coaches to the Park District for registration.

Todd Latham advised that there were many compliments on Memorial Park during the 2009 tournament.

John Vann of LandTech visited the meeting to discuss the OSLAD grant. He indicated that the first order of business was to have an intergovernmental agreement drawn up between the Park District and School District for the walking path for a period of 20 years. He also submitted alternative plans to the OSLAD grant submittal for the Board to peruse. One scenario was to not include the donated land in the grant and to use the newly acquired five acres for part of the amenities. John Vann will draw up several alternatives to the project and discuss them with his contact at the IDNR to see how they might score.

Jennifer Roberts arrived at 8:37 p.m.

John Vann also submitted a proposal for services to update the Master Plan for the Park District and includes recommendations and modifications from Warren Spurgeon, who provided feedback. He was asked to resubmit his proposal after reducing the scope and costs involved.

**MINUTES:** Copies of the minutes of the January 14, 2010 meeting were made available to all Board members. A motion was made by Bill Clemons and seconded by Jennifer Roberts to accept the minutes of the January 14, 2010 meeting as presented.

MOTION CARRIED

**TREASURER'S REPORT:** The following fund balances were presented:

Corporate Fund	\$ 83,764.82
Recreation Fund	\$ 78,720.04
Paving/Lighting Fund	\$ 16,890.74
Audit Fund	\$ 2,773.57
Liability Insurance Fund	\$ 13,663.39
Social Security Fund	\$ 36,251.28
Unemployment Insurance Fund	\$ 29,077.00
I.M.R.F. Fund	\$ 9,473.93
2004 Bond Capital Projects	\$ 71,395.37
2006 Bond Capital Projects	\$ 208,359.71
2008 Bond Capital Projects	\$ 196,500.00
2008 Bond Debt Service	\$ 3,206.60

A motion was made by Jennifer Roberts and seconded by Diana Rud to accept the Treasurer's Report as presented subject to audit.

ROLL CALL VOTE:

Steve Wolf, aye      Bill Clemons, aye      Roberta Troeger, aye      Diana Rud, aye  
Jennifer Roberts, aye  
5 ayes, 0 nays

MOTION CARRIED

**BILLS:** The following bills were presented for payment:

Corporate Fund	\$ 8,215.12
Recreation Fund	\$ 14,360.02
Social Security Fund	\$ 1,572.13
2004 Capital Project Fund	\$ 795.00
<u>I.M.R.F Fund</u>	<u>\$ 2,477.53</u>
Total Bills:	\$ 27,419.80

A motion was made by Diana Rud and seconded by Jennifer Roberts to pay the bills as presented.

ROLL CALL VOTE:

Steve Wolf, aye      Bill Clemons, aye      Roberta Troeger, aye      Diana Rud, aye  
Jennifer Roberts, aye  
5 ayes, 0 nays

MOTION CARRIED

**COMMITTEE REPORTS:** RECREATION: Jennifer Roberts reported on items that had been discussed at the recent Recreation meeting. The Boys Baseball license agreement was discussed and updated.

PARKS: Director Warren Spurgeon presented a list of projects that have been completed in the parks. There had been some graffiti that has been removed at Milestone Park and Veterans Park.

PERSONNEL: A Personnel committee meeting has been scheduled for Monday, March 15 at 4:30 p.m.

A doctor's note has been received from Sandy Shreves indicating that she will not be able to return to work until the end of March.

FINANCE: A Finance committee meeting is scheduled for Monday, February 22 at 4:30 p.m.

Warren Spurgeon suggested having program coordinators be involved at budget time.

CAPITAL DEVELOPMENT: Steve Wolf reported that he and Warren Spurgeon have met with Dick Faltz concerning the land donation where the dirt pile is situated at Milestone Park. Faltz is still willing to donate the property but can not afford to have the dirt moved at this time.

**OLD BUSINESS:** MEMORIAL DRAINAGE: No further work has been done on the project

DUTCH ACRES PARK: No communication has been received from Dan Kramer concerning the Dutch Acres Park.

F.O.I.A.: The Park District website now complies with the Freedom of Information Act and gives directions on how to obtain information. Steve Wolf indicated that due to new legislation, an Open Meetings Act Officer would need to be appointed. He felt that Warren Spurgeon should be that officer. On-line self-study training programs for both the F.O.I.A. officer and the O.M.A. officer are now available on the State's Attorney's website and must be completed by the officers and their alternates.

**NEW BUSINESS:** 2009/2010 AUDIT: An engagement letter for the 2009/2010 audit of Park District finances has been received from Sikich LLP. Cost for the audit will be \$5,750.

HARVEY CREEK STEWARDSHIP: Warren Spurgeon has met with several vendors concerning the Harvey Creek stewardship. A spreadsheet was presented to the Board with his findings which included quotes from the vendors. No action was taken at this time.

RECREATION SOFTWARE: Warren Spurgeon presented information from Peak Software for recreation registration software and asked that the expenditure be considered during the budgeting process.

FREEDOM DAYS: Bill Clemons told the Board that Freedom Days will need to be held in an alternate location this year due to street work downtown. He asked for any suggestions and also asked if the Board would consider the use of Knights Park for the event. The Board suggested that the committee consider the Sandwich Fairgrounds. Also discussed was the selling and consumption of alcohol on Park District property, concerns for park neighbors and park liability.

As there was no further business, a motion was made by Diana Rud and seconded by Jennifer Roberts to adjourn the meeting at 10:20 p.m. The next regular meeting will be held on March 11, 2010 at 7:00 p.m.

Steve Wolf, President

Starr Frederick, Secretary