

REGULAR MEETING OF THE BOARD OF COMMISSIONERS

June 20, 6:00PM

Washington Park District, 105 S. Spruce St., Washington, IL

1.0 Call to Order

The regular meeting of the Washington Park District Board of Commissioners, Tazewell County, Illinois was held on June 20, 2016 at the Washington Park District office located at 105 S. Spruce Street, Washington, Illinois. President Cox called the meeting to order at 6:04pm. Commissioners present were: Doug Bradley, Jim Bremner, Lorelei Cox, John Foy and Jeff Schultz, Staff present was Doug Damery, Director; Brian Tibbs, Recreation Manager; Brad Kanaga, Superintendent of Parks; Kim Hess, Finance Manager, and Jackie Hofer, Administrative Assistant.

2.0 Petition and Public Comment

Georgia Koch of Birchwood Ct. Washington Illinois was present to say thank-you to Patrick Hipes and staff for cleaning up the tree limbs along the creek behind her house.

3.0 Approval of May 16, 2016 Regular Meeting Minutes

- A motion was made to approve the regular meeting minutes (Bremner, Foy; C-Un)

4.0 Financial Report

- A motion was made to approve the Financial Report (Foy, Bradley; C-Un)

4.1 Transfer Items – These items are transfers in order to clean up from the audit and forgive transfers intended to be permanent.

- A motion was made to approve the transfer items (Bremner, Schultz; C-Un)

5.0 Review and Approval of Claims

- A motion was made to approve the claims (Foy, Schultz; C-Un)

6.0 Committee Reports

6.1 Update from HISRA Representative- no meeting.

6.2 Update from the WACC Representative-Commissioner Bremner attended this meeting reporting that WACC is moving forward with the construction of the south entrance. They are also looking to take some action on recommendations from the security advisor they hired. They also discussed the transgender situation and restrooms.

7.0 Staff Reports

7.1 Parks and Property- Brad had no additions to his report

7.2 Recreation Manager- Brian had no additions to his report

7.3 Athletic Manager- Jean had no additions to her report

7.4 Executive Director- Director Damery had no additions to his report but highlighted items under Administration and Harry LaHood Park.

8.0 Old Business

None

9.0 New Business

9.1 Action on Ordinance No. 278 Ascertaining the Prevailing Rate of Wage for Laborers, Workmen and Mechanics Employed on Public Works for Washington Park District.

This is the same agreement we are required by law to adopt annually.

- A motion was made to approve Ordinance No. 278 authorizing the prevailing rate of wage for laborers, workmen and mechanics employed on public works for the Washington Park District (Bremner, Bradley; C-Un)

9.2 Discussion and Potential Action to Approve Bids for Harry LaHood Park Restroom and Emergency Shelter

Two bids were received. One from Hein Construction in the amount of \$160,000. And one from Aupperle & Sons in the amount of \$193,452. Director Damery explained the bids did not come in very favorable, the donated concrete from LaHood Construction is included within the bids. Discussion was held recommending Director Damery request an additional \$60,000.00 from the Washington Area Foundation Tornado Relief Fund.

- A motion was made to table this item (Foy, Schultz; C-Un)

9.3 Discussion and Potential Action to Approve a Construction Management Contract

Director Damery explained we are working on a contract with Cooper Construction to serve as Construction Manager for the Maintenance Office Project. The intent is for the Construction Manager to oversee bidding, obtain quotes and supervise construction of the building. This will include the design work of the building and for the site work.

- A motion was made to table this until the July Board Meeting (Bradley, Bremner; C-Un)

9.4 Discussion and Action to Approve Financial Policies & Procedures

Director Damery stated that Dan Bender came to the Finance Committee Meeting on June 13 and discussed the recommendations he presented. The committee recommended that the Policies and Procedures be accepted.

- A motion was made to approve the Financial Policies & Procedures (Bremner, Foy; C-Un)

9.5 Discussion and Potential Action to Approve a Vendor to provide IT Support Services

Director Damery gave a brief summary of the four vendors and after some discussion with the Finance Committee. It was determined that IT360 and Timbuk Tech are the most attractive. IT360 offers a monthly option of \$1200.00 with a monthly contract. Timbuk Tech offers a lower monthly rate with a 3-year term. The monthly option is very attractive because if they do not perform we can terminate the agreement and move on.

- A motion was made to approve IT360 and to reevaluate the contract in 12 months. (Foy, Bremner; C-Un)

9.6 Discussion of the Annual Budget and Appropriation Ordinance

This is the Annual Budget and Appropriation Ordinance announcement and it will be available 30 days prior to the July board meeting.

Executive Session in accordance with the open meetings to discuss personnel.

- A motion was made at 7:11pm to move into executive session (Schultz, Bradley; C-Un)
- A motion was made at 7:53pm to move out of executive session (Bremner, Foy; C-Un)

9.7 Potential Action on items discussed in Executive Session

- A motion was made to approve raises as proposed in Executive Session (Foy, Schultz; C-Un)

10.0 Adjournment

- A motion was made at 7:54pm to adjourn from the regular meeting. (Bremner, Bradley; C-Un)

Respectfully Submitted,

John Foy, Secretary
Washington Park District
Board of Commissioners