

SPECIAL MEETING OF THE BOARD OF COMMISSIONERS
August 22, 6:00PM
Washington Park District, 105 S. Spruce St., Washington, IL

Special Meeting

1.0 Call to Order

The special meeting of the Washington Park District Board of Commissioners, Tazewell County, Illinois was held on August 22, 2016 at the Washington Park District office located at 105 S. Spruce Street, Washington, Illinois. President Cox called the meeting to order at 6:00pm. 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

None

3.0 Approval of July 18, 2016 Regular Meeting Minutes

- A motion was made to approve the July 18, 2016 Regular Meeting Minutes (Bremner, Foy; C-Un)

4.0 Financial Report

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

5.0 Review and Approval of Claims

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

6.0 Committee Reports

6.1 Update from HISRA Representative No July meeting

6.2 Update from the WACC Representative No July meeting

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, WRA, Harry LaHood Park, Washington Park Maintenance Office Project, and Washington Park Pool.

8.0 Old Business

None

9.0 New Business

9.1 Discussion and update on the Washington Park Maintenance Office

Director Damery presented a sketch of what he is proposing. The office has a men's and women's restroom, 2 offices, a bath utility which will house the water heater but will also serve as a restroom for the maintenance staff. Director Damery explained that Brian Cooper will be coming in to make some decisions regarding the building such as siding, roof lines and etc. Bid packets will be made up and available and hoping to open up packets September 12.

9.2 Discussion and update on the LaHood Park Restroom

Director Damery explained that Arch Masonry gave us a proposal to construct the building out of Masonry and still meet our goal to reinforce the structure as a storm shelter. Ty Slonneger, while discussing the electricity part of the contract suggested that we talk to Jeff Craft. Jeff

Craft quoted a price for the entire building after collecting price quotes from different trades. Director Damery called him back and asked if we could contract his as Construction Manager. His services are included in this number. With our budget being \$132,000 we have spent \$18,000 on the Architecture & Engineering leaving \$114,000 for Construction Manager and construction of the building. The quoted price is within a reasonably feasible amount.

9.3 Discussion and action to approve agreement for Construction Management Services for the LaHood Park Restroom Project

- A motion was made to approve the agreement for Construction Management Services for the LaHood Park Restroom Project (Bremner, Foy; C-Un)

9.4 Discussion and Action to Approve an Updated Washington Recreation Trail Master Plan

Director Damery explained that he had included an update to the Washington Recreation Trail Master Plan in this board packet. There is a bicycle recreation trail committee which consist of 7 Members and through discussions and input from residents and bicycle advocates, an updated Master Plan for the Washington Recreation Trail has been developed. Through this committee we have identified the next level of priority projects which includes a major connection toward East Peoria and some on-road share rows.

- A motion was made to approve an Updated Washington Recreation Trail Master Plan (Bremner, Schultz; C-Un)

9.5 Discussion and Action on Ordinance No. 280 Providing for borrowing \$13,358.88 for the Purpose of Paying for a 6-Foot Zero Turn Mower.

Director Damery received quotes from Weiland's Lawn Mower Hospital, German-Bliss and Martin Sullivan, Inc., for a new 6' deck mower. Director Damery contacted Washington Community Bank for financing this mower similar to the one we did a couple years ago. Commissioner Bremner asked if this could wait until late winter or early spring. Director Damery stated that was a possibility, but we still have some grass to cut this fall and would like to proceed.

- A motion was made to approve Ordinance No. 280 Providing for borrowing \$13,358.88 for the Purpose of paying for a 6-foot zero turn mower. (Foy, none) Motion failed for lack of a second.

9.6 Discussion and Potential Action on an Athletic Field Usage Policy

Director Damery explained we need to establish a policy for the scheduling and usage of the athletic fields and facilities. A lot of independent teams are forming and using and competing with Park District programs for facility space. It is important that the fields are well maintained and available for use for Park District programs. This policy will help to define a prioritization and scheduling process as well as a rental schedule for facilities to charge other organizations that wish to use our facilities an impact fee. The intent of this policy is not necessarily to restrict use as much as preserve the fields for use and allow the programs that use them to contribute to their upkeep. In addition, this does not restrict the mom and dad to go out and play with their kids.

- A motion was made to approve the Athletic Field Usage Policy (Schultz, Bradley; C-Un)

10.0 Adjournment

- A motion was made at 7:04 pm to adjourn from the regular meeting. (Foy, Bradley; C-Un)

Respectfully Submitted,

John Foy, Secretary
Washington Park District
Board of Commissioners