

REGULAR MEETING OF THE BOARD OF COMMISSIONERS
July 16, 2018 6:00PM
Washington Park District, 105 S. Spruce St., Washington, IL

Regular Meeting

1.0 Call to Order

The regular meeting of the Washington Park District Board of Commissioners, Tazewell County, Illinois was held on July 18, 2018 at the Washington Park District office located at 105 S. Spruce Street, Washington, Illinois. Vice-President Bremner called the meeting to order at 6:00 p.m. Commissioners present were: Jim Bremner, John Foy, and Jeff Schultz. President Cox and Commissioner Heuermann were absent. Jim Bremner was absent Staff present were Brian Tibbs, Director; Matt Suellentrop, Recreation Manager, Brad Kanaga, Superintendent of Parks; Kim Hess, Finance Manager; and Jackie Hofer, Administrative Assistant.

2.0 Petition and Public Comment

Adam Stevens, 135 Comfort Way, Washington, Illinois was in attendance to request more coding and stem & steam programs for kids as well as adults. Adam explained with the stem and steam there would be more focus on technology along with the arts component of technology as well.

3.0 Approval of Meeting Minutes

3.1 Approval of June 18, 2018 Regular Meeting Minutes

- A motion was made to approve the June 18, 2018 Regular Meeting Minutes (Foy, Schultz; C-Un)

3.2 Approval of June 18, 2018 Executive Session Minutes

- A motion was made to approve the June 18, 2018 Executive Session Minutes (Foy, Schultz; 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 (Schultz, Foy; C-Un)

6.0 Committee Reports

6.1 Update from HISRA Representative – June meeting cancelled

6.2 Update from the WACC Representative – Commissioner Bremner attended and reported,

There is a St. Jude Fundraiser on July 28 which will be held at Five Points.

They have hired PAWW, the Peoria Swim Team to be ran and managed out of Five Points.

7.0 Staff Reports

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

7.2 Recreation Manager: Matt had no additions to his report

7.3 Athletic Coordinator: Jean had no additions to her report

7.4 Executive Director: Director Tibbs had no additions to his report but highlighted items under Administration and Projects and Property.

8.0 Old Business

9.0 New Business

9.1 Discussion and Action to approve an agreement with the Hitchcock Design Group for completion of a comprehensive master plan,

The Hitchcock Design Group prepared our last masterplan in 2011; this would be an update to that.

In discussion, Commissioners asked what type of feedback was received from the online survey that was done in 2011 to see if it is necessary to spend the money or if there is another firm that may be cheaper.

Director Tibbs will reach out to more design groups for additional bids.

9.2 Discussion and Action to approve revisions to the Washington Park District Financial Policy

Commissioner Foy explained the financial policy was discussed at the finance meeting and Commissioners would like to have cash control procedures in place along with a chain of custody established. By establishing a custody chain if something should deviate from this chain, Director Tibbs has 24 hours to notify the Board.

- A motion was made to approve revisions to the Washington Park District Financial Policy (Foy; Schultz; C-Un)

Executive Session to discuss the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired per 5 ILCS 120/2 ©(5) of the Open Meetings Act.

Executive Session to discuss litigation, when an action against, affecting, or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent per 5 ILCS 120/2 ©(11) of the Open Meetings Act

- A motion was made at approximately 6:42 p.m. to move into executive session (Foy, Schultz; C-Un)
- A motion was made at approximately 7:08 p.m. to adjourn from executive session (Foy, Schultz; C-Un)

10.0 Adjournment

- A motion was made at 7:09 p.m. to adjourn from the regular meeting. (Foy, Schultz; C-Un)

Respectfully Submitted,

John Foy, Secretary
Washington Park District
Board of Commissioners