

BYRON FOREST PRESERVE DISTRICT
MINUTES OF MEETING
OCTOBER 15, 2012

Commissioners present: Breen, Brooks, Cravatta, Hogan, and Ludwig.

Commissioners absent: none.

Staff present: Brunner, Gerke, Henkel, McCammond, Murray, Tucker, Welker, and Wolf.

Guests present: Tom Tristano, Williams Design Build.

The meeting was called to order at 7 pm.

There were no additions to the agenda.

BROOKS MOVED AND HOGAN SECONDED A MOTION TO APPROVE THE AGENDA. CRAVATTA – YES, HOGAN – YES, LUDWIG – YES, BROOKS – YES, AND BREEN – YES.

HOGAN MOVED AND BROOKS SECONDED A MOTION TO APPROVE THE REGULAR MEETING MINUTES AND EXECUTIVE SESSION MINUTES OF SEPTEMBER 17, 2012, AND THE SPECIAL MEETING MINUTES OF OCTOBER 1, 2012. HOGAN – YES, LUDWIG – YES, BROOKS – YES, CRAVATTA – YES, AND BREEN – YES.

The correspondence was noted.

BROOKS MOVED AND HOGAN SECONDED A MOTION TO APPROVE THE FINANCIAL REPORT FOR SEPTEMBER 2012. Replenishing the Golf Fund was discussed. Repaying the Stone Quarry Recreation Park debt is a situation to discuss with the auditor along with closing out those accounts. Commissioner Brooks noted the one of the Education Department's revenue accounts was very low. Richie stated that this is due to not having the Boundary Waters Trips for the scouts. They may be taking the trips

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on their own now that they know how. Renting canoes to the group has been offered. Other outfitting needs were discussed as well. Commissioner Brooks also questioned the Other Professional Services Account. This account is used for fees charged for credit cards being used at our facilities. LUDWIG – YES, BROOKS – YES, CRAVATTA – YES, HOGAN – YES, AND BREEN – YES.

President Breen reminded the board to complete the online Open Meetings Act training. He also reminded them to check their schedules regarding the Annual Conference in January. President Breen and Commissioner Hogan will be attending.

There was no Bike Path Committee update.

President Breen opened the floor to District Department Heads to present their Staff Reports: Todd Tucker, Administrative Services Department-7:17-7:34 pm-He has setup a meeting with Mr. Barber, the citizen who talked to the board about installing a disc golf course. He reminded the board of the Natural Land Institute's Art Show & Benefit Event. Mayor Millard will be attending the November meeting to present a resolution and to discuss the installation of the skate park ramps at Sunshine Park. Discussed having the Jarrett Prairie Center renovations meeting with the staff and board. Commissioner Brooks suggested inviting a construction contractor to the meeting. Director Tucker noted that it might be a good idea to have an interior designer present at the meeting as well. Richie Wolf, Education Department-7:34-7:39 pm-A deer has been harvested at the Colman Preserve through the new hunting program recently established. The Heritage Farm Committee is hosting a naming contest for the new colt addition to the farm museum. The committee would like to have a sign painted on the silo inviting

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people to visit the Heritage Farm Museum. The board generally agreed. Russell Brunner, Restoration/Maintenance Department-7:39-7:44 pm; Steve Murray, Golf Course Operations-7:44-7:52 pm-Weather has been good so the revenue is up. Matt Henkel stated that the irrigation system is running well but it is over 20 years old. There were a couple problems with the pump this summer. There are some leaks but they're hard to find until they turn into big leaks. Steve will be checking with other courses on how they handled an irrigation installation during open season. Matt reported that they're moving things around due to the remodel and construction of new facilities. He said that it's pretty chaotic.

CRAVATTA MOVED AND HOGAN SECONDED A MOTION AUTHORIZING THE EXECUTIVE DIRECTOR TO DESTROY THE AUDIO TAPE RECORDINGS OF SEPTEMBER 21, 2011, AND OCTOBER 18, 2011. BROOKS – YES, CRAVATTA – YES, HOGAN – YES, LUDWIG – YES, AND BREEN – YES.

BROOKS MOVED AND HOGAN SECONDED A MOTION TO AWARD THE GOLF CAR BID TO NADLER GOLF CAR SALES (CLUB CAR GOLF CARS) FOR 80 GAS CARS FOR \$292,840 WITH A ONE-YEAR BUY BACK OF \$243,057.20 FOR A TOTAL COST TO THE DISTRICT OF \$49,782.80. CRAVATTA – YES, HOGAN – YES, LUDWIG – YES, BROOKS – YES, AND BREEN – YES.

LUDWIG NOMINATED AND BROOKS SECONDED THE NOMINATION OF COMMISSIONER BREEN AS THE DELEGATE AND COMMISSIONER HOGAN AS THE FIRST ALTERNATE FOR THE ANNUAL BUSINESS MEETING OF THE ILLINOIS ASSOCIATION OF PARK DISTRICTS TO BE HELD IN

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JANUARY 2013. HOGAN – YES, LUDWIG – YES, BROOKS – YES, CRAVATTA – YES, AND BREEN – YES.

President Breen opened the floor to Tom Tristano of Williams Design Build to discuss the next phase of the maintenance building project. Phase 2 bids were opened but there were no bids for roofing or siding of the new building. This portion will be re-bid. Commissioner Ludwig questioned Tom on how the bid is advertised. He stated that it is published in the local media along with putting the notices on bid pool websites and sending it to companies recommended by staff. After hearing the Staff Reports, Tom commended the staff on the work that they are completing for the maintenance building project along with doing their normal work load.

LUDWIG MOVED AND BROOKS SECONDED A MOTION AWARD THE PHASE 2 MAINTENANCE BUILDING BID TO THE FOLLOWING COMPANIES: KANE COUNTY EXCAVATING FOR EARTHWORK FOR \$303,360; DRIESSEN CONSTRUCTION FOR CONCRETE WORK FOR \$347,000; ROCKFORD STRUCTURES FOR GENERAL TRADES FOR \$321,900; BUILDERS CHICAGO FOR OVERHEAD DOORS FOR \$41,304; AND THREE BIDS TO MILLER ENGINEERING FOR \$96,915 FOR PLUMBING, \$145,289 FOR HVAC WORK, AND \$123,430 FOR ELECTRICAL WORK. LUDWIG – YES, BROOKS – YES, CRAVATTA – YES, HOGAN – YES, AND BREEN – YES.

HOGAN MOVED AND BROOKS SECONDED A MOTION AT 8:11 PM TO CONVENE INTO EXECUTIVE SESSION UNDER SECTION 2(C)(1) OF THE OPEN MEETINGS ACT FOR THE PURPOSE OF DISCUSSION OF THE APPOINTMENT,

EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR
DISMISSAL OF SPECIFIC EMPLOYEES OF THE DISTRICT, INCLUDING
HEARING TESTIMONY ON A COMPLAINT LODGED AGAINST AN EMPLOYEE
TO DETERMINE ITS VALIDITY, UNDER SECTION 2(C)(5) OF THE OPEN
MEETINGS ACT FOR THE PURPOSE OF DISCUSSION OF THE PURCHASED OR
LEASE OF REAL PROPERTY FOR THE USE OF THE DISTRICT, AND UNDER
SECTION 2(C)(11) OF THE OPEN MEETINGS ACT FOR THE PURPOSE OF
DISCUSSION OF PENDING, OR PROBABLE AND IMMINENT, LITIGATION
AGAINST, AFFECTING OR ON BEHALF OF THE DISTRICT. BROOKS – YES,
CRAVATTA – YES, HOGAN – YES, LUDWIG – YES, AND BREEN – YES.

LUDWIG MOVED AND CRAVATTA SECONDED A MOTION AT 8:51 PM
TO COME OUT OF EXECUTIVE SESSION. CRAVATTA – YES, HOGAN – YES,
LUDWIG – YES, BROOKS – YES, AND BREEN – YES.

BROOKS MOVED AND LUDWIG SECONDED A MOTION AT 8:52 PM TO
ADJOURN THE MEETING. HOGAN – YES, LUDWIG – YES, BROOKS – YES,
CRAVATTA – YES, AND BREEN – YES.

Respectfully submitted,

Denny Cravatta, Secretary
Board of Commissioners

DC/mg