BYRON FOREST PRESERVE DISTRICT

MINUTES OF MEETING

OCTOBER 21, 2019

Commissioners present: Baker, Gramer, Hogan, and Vincer.

Commissioners absent: Patterson.

Staff present: Brunner, deOliveira, Gerke, Henkel, Herman, McCammond, and Tucker.

Guests present: none.

The meeting was called to order at 7 pm.

Director Tucker deleted Agenda Item 14C Executive Session.

 VINCER MOVED AND BAKER SECONDED A MOTION TO APPROVE THE AGENDA AS AMENDED. GRAMER – YES, PATTERSON – ABSENT, VINCER – YES, BAKER – YES, AND HOGAN – YES.

 VINCER MOVED AND GRAMER SECONDED A MOTION TO APPROVE THE REGULAR MEETING AND EXECUTIVE SESSION MINUTES OF SEPTEMBER 16, 2019, AND THE SPECIAL MEETING MINUTES OF OCTOBER 7, 2019. PATTERSON – ABSENT, VINCER – YES, BAKER – YES, GRAMER – YES, AND HOGAN – YES.

 The correspondence was noted.

 VINCER MOVED AND GRAMER SECONDED A MOTION TO APPROVE THE FINANCIAL REPORT FOR SEPTEMBER 2019. VINCER – YES, BAKER – YES, GRAMER – YES, PATTERSON – ABSENT, AND HOGAN – YES.

 The board and staff briefly discussed the 2020 budget. Staffing PrairieFire was discussed and how this will affect the Golf Fund. Director Tucker noted that there is $100K allocated in the Land

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Acquisition Fund for 2020. President Hogan asked about adding a Summary of PrairieFire expenses and revenues to the monthly Financial Report.

 President Hogan asked the Commissioners about attending State Conference.

 President Hogan reported that the Founding Fathers video will be used on Facebook, websites, and in the theater of the Jarrett Prairie Center.

 President Hogan opened the floor to District Department Heads to present their Staff Reports. Todd Tucker, Administrative Services Department-7:19-7:37pm-He informed the board that he would like to hire a contractual social media person at $500-$1000 per month. He also told the board about Darius who is shooting the Founding Fathers video, could also develop videos to be used in the theater and other marketing media. The Board generally agreed with doing this. Todd informed the board about the situation with the Carpenter’s Union Local 792 and their requests and concern with the PrairieFire construction and only half of the workers are union. After brief discussion, the Board generally agreed it’s ok for the District to hire and work with union and non-union employees since the District is required to pay prevailing wage regardless of union status. Todd stated that the proposed logos for PrairieView and PrairieFire are in Dropbox. Todd and the Board discussed the auctioning of the house and property at the Bald Hill Preserve. There will be resolution to be approved at the next board meeting. Todd would like to have the auction on Saturday, December 14, 2019. Mark Herman, Education Department-7:37-7:41pm-He reported that the Murder Mystery Dinner (Legend of Sleepy Hollow) sold out a week before the event. He updated the board on the progress of developing the trail maps for each District preserve. He reminded the board that Halloween on the Prairie is October 27th.

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Russell Brunner, Restoration/Maintenance Department-7:41-7:47pm-He updated the board ash tree removal on the preserves and reviewed photos. Matt Henkel and Scott deOliveira, Golf Operations-7:47-8:25pm-Matt began reporting on Toptracer/PrairieFire construction progress as follows: hauled dirt to build the LED targets, Kirby cabling completed water line installation, plumbing and electrical almost done, parking lot being installed soon, stamped concrete will be applied inside the facility. He reported that the Mark Cameron Memorial should be installed and dedicated in the spring. Scott began discussing the minimum wage increase to be paid to staff and the number of open hours. He suggested increasing the fees and bringing consistency to the fee structure. Commissioner Vincer asked if the season pass will be usable at Toptracer. Director Tucker stated that it won’t be usable at first but a discount of some kind may be implemented later for season passholders. Corporate passes were discussed briefly and it was suggested to increase the cost to $4000. Scott stated that he implemented an invoicing procedure to streamline billing and payments for events at the golf course. Discussion of the logos for PrairieFire and PrairieView followed. Matt stated that Julie Whetsel is doing a phenomenal job with food service. She has increased the revenue and decreased the expenses. Director Tucker stated that the clubhouse may be open during the winter months so customers can have a meal while waiting to play at PrairieFire.

 President Hogan stated that he would be reviewing the Strategic Plan.

 GRAMER MOVED AND BAKER SECONDED A MOTION TO DESIGNATE PRESIDENT HOGAN AS THE DELEGATE AND VICE PRESIDENT VINCER AS THE 1ST ALTERNATE FOR THE ANNUAL BUSINESS MEETING OF THE ILLINOIS ASSOCIATION OF

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PARK DISTRICTS TO BE HELD AT THE HILTON HOTEL, CHICAGO, ILLINOIS, ON JANUARY 25, 2020, AT 3:30 PM IN THE GRAND BALLROOM E/F. BAKER – YES, GRAMER – YES, PATTERSON – ABSENT, VINCER – YES, AND HOGAN – YES.

 VINCER MOVED AND GRAMER SECONDED A MOTION AT 8:29 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, SPECIFIC INDIVIDUALS WHO SERVE AS INDEPENDENT CONTRACTORS IN A PARK, RECREATIONAL, OR EDUCATIONAL SETTING, OR SPECIFIC VOLUNTEERS OF THE DISTRICT OR LEGAL COUNSEL FOR THE DISTRICT, INCLUDING HEARING TESTIMONY ON A COMPLAINT LODGED AGAINST AN EMPLOYEE, SPECIFIC INDIVIDUAL WHO SERVES AS AN INDEPENDENT CONTRACTOR IN A PARK, RECREATIONAL, OR EDUCATIONAL SETTING OR A VOLUNTEER OF THE DISTRICT OR AGAINST LEGAL COUNSEL FOR THE DISTRICT TO DETERMINE ITS VALIDITY. HOWEVER, A MEETING TO CONSIDER AN INCREASE IN COMPENSATION TO A SPECIFIC EMPLOYEE OF THE DISTRICT THAT IS SUBJECT TO THE LOCAL GOVERNMENT WAGE INCREASE TRANSPARENCY ACT MAY NOT BE CLOSED AND SHALL BE OPEN TO THE PUBLIC AND POSTED AND HELD IN ACCORDANCE WITH THIS ACT AND UNDER 2(C)(5) OF THE OPEN MEETINGS ACT FOR THE PURPOSE OF DISCUSSION OF THE PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF THE DISTRICT, INCLUDING MEETINGS HELD FOR

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THE PURPOSE OF DISCUSSING WHETHER A PARTICULAR PARCEL SHOULD BE ACQUIRED. GRAMER – YES, PATTERSON – ABSENT, VINCER – YES, BAKER – YES, AND HOGAN – YES.

 VINCER MOVED AND BAKER SECONDED A MOTION AT 8:55 PM TO COME OUT OF EXECUTIVE SESSION. PATTERSON – ABSENT, VINCER – YES, BAKER – YES, GRAMER – YES, AND HOGAN – YES.

 VINCER MOVED AND GRAMER SECONDED A MOTION TO APPROVE THE EXECUTIVE DIRECTOR’S CONTRACT AS PRESENTED. VINCER – YES, BAKER – YES, GRAMER – YES, PATTERSON – ABSENT, AND HOGAN – YES.

 VINCER MOVED AND BAKER SECONDED A MOTION AT 8:57 PM TO ADJOURN THE MEETING. BAKER – YES, GRAMER – YES, PATTERSON – ABSENT, VINCER – YES, AND HOGAN – YES.

 Respectfully submitted,

 Steve Patterson, Secretary

 Board of Commissioners

SP/mg