

Minutes
Board of Commissioners Meeting
December 16, 2024, 6:30 P.M.
Johnston Recreation Center

Pledge of Allegiance

The Board and staff recited the Pledge of Allegiance.

Call to Order

The Regular Meeting of the Bloomingdale Park District Board (BPD) of Commissioners was called to order by President Burke at 6:30 p.m. In attendance were Commissioners Bryen Travis, Jerry Marshall, Gerace Olson, Frank Saverino, and Andre Burke, and staff members Joe Potts, Lonna Converso, Jennifer Vale, Chris Tompkins, Mark Goode, and Jackie Tithof Steere.

Recognition of Visitors

The following guests were in attendance as part of the meeting agenda: Senator Seth Lewis, Raphael Karkoszka, Evelina Szewczyk, Rick Tayfel, Cheryl Svec, Joyce Basil, Dan Leahy, Frank Parisi, Michael Graham, and Steven Mihelich.

Consent Agenda

Commissioner Marshall moved, seconded by Commissioner Saverino, to establish the Consent Agenda of the December 16, 2024, meeting as presented. On roll call vote the motion was approved 5-0.

Aye: Marshall, Saverino, Travis, Olson, Burke
Nay: None
Absent: None

The following Consent Agenda items were considered by the Park District to be routine and were enacted in one motion with no separate discussion.

- A. Approval of Minutes – November 18, 2024
- B. Acceptance of Financial Reports – November 2023
- C. Approval of Directive to Pay – December 16, 2024

On voice vote the motion to approve the Consent Agenda was approved 5-0.

Old Business

Visit from State Senator Lewis to Honor IAPD Best of the Best Award Winners

After rescheduling his visit to the BPD from last month, Senator Seth Lewis addressed the Board, stating it was an honor to be in Bloomingdale, one of 18 park districts he represents. Some of those agencies, he said, knock it out of the park and are consistently earning awards and functioning as the best in the state. Senator Lewis presented special recognition from the Illinois State Senate to recipients of the IAPD Best of the Best Award winners who were nominated by the BPD: Raphael Karkoszka and Evelina Szewczyk, Highlander Improvement Company, Best Friend of Illinois Parks – Small Business Award; Rick Tayfel, BPD Foundation President, Outstanding Citizen of the Year Award; and Cheryl Svec and Joyce Basil, Bloomingdale Garden Club, Partnership Award. Senator Lewis took photographs with award winners and thanked Executive Director Potts on a great job advocating for parks and recreation.

New Business

Annual Visit from Dan Leahy, WDSRA Executive Director

During his annual visit, WDSRA Executive Director Dan Leahy updated the Board on happenings at the agency. WDSRA has moved past flood damage and displacement and is back working as a full and stable team from its renovated building. The agency is proud that participants were not affected during this time, nor were they during a slight business interruption from a recent cyber event. WDSRA is currently working on being creative with wheelchair sports, partnering with the Marian Joy Rehab Center, establishing a \$750,000 endowment fund, and meeting an all-time high need for inclusion services in a timely manner. Currently, Bloomingdale accounts for 10% of its requests for inclusion. Dan thanked the BPD for being great partners by participating in the BASH and golf outings, offering camaraderie, and submitting inclusion requests.

Presentation by Williams Architects

Williams Architects' Frank Parisi, Michael Graham, and Steven Mihelich presented the latest four proposed 3-D renderings with video perspective for the renovation of Old Town Park in dedication to former Commissioner Buzz Puccio. Operating from initial feedback from staff and architects familiar with the original 1995 project, the team sought insight and suggestions from the Board to move forward. Following a discussion of a variety of features – pavilion shade, overhead cable lighting, landscaping, fountain removal, dance patio, accessibility, seating wall lighting, increased ventilation through louvers, splash pad shifting, gazebos, ambiance, the Garden Club memorial (relocation), wayfinding lights, light controls/dimmers, moveable benches and tables, roof pitches to avoid rain or snow pileup, and serving as overflow for the neighboring restaurant – the Board expressed concerns about how proposed lighting will fit into current ordinances after dusk and be respectful to neighbors and how it will work with Festival of Lights holiday lighting.

Prioritizing certain items, being mindful of cost, and seeking maximum return, Williams will begin itemizing and strategizing the project in phases, being conservative with estimates. The architects look forward to revitalizing the area for concerts, shows, and rentals, and creating something different that is both welcoming to residents and an honor to former Commissioner Puccio.

Approval of Ordinance No. 2024-06: Tax Levy

Staff presented the Board with the final version of the tax levy that was within the 5% cap and was based on the resolution seen at the previous Board Meeting.

Commissioner Marshall moved, seconded by Commissioner Olson, to approve Ordinance No. 2024-06: An Ordinance Levying the Taxes of the Bloomingdale Park District for the Fiscal Year Beginning June 1, 2025, and Ending on May 31, 2026. On roll call vote the motion was approved 5-0.

Aye: Marshall, Olson, Travis, Saverino, Burke
Nay: None
Absent: None

Approval of Ordinance No. 2024-07: Surplus Property

Staff requested permission to dispose of various items that are no longer useful to the Park District.

Commissioner Marshall moved, seconded by Commissioner Travis, to approve Ordinance No. 2024-07: An Ordinance Declaring Certain Park District Personal Property as Surplus and Authorizing the Sale or Disposal. On roll call vote the motion was approved 5-0.

Aye: Marshall, Travis, Olson, Saverino, Burke
Nay: None
Absent: None

Approval of Resolution No. 2024-09: Captive Audience Meetings Policy

Based on new laws effective January 1, 2025, staff presented a new policy that forbids forcing employees to attend meetings of a political or religious nature.

Commissioner Saverino moved, seconded by Commissioner Marshall, to approve Resolution No. 2024-09: A Resolution Adopting a Captive Audience Meetings and Communications Policy for the Personnel Policy Manual, subject to final review by Ancel Glink attorneys. On roll call vote the motion was approved 5-0.

Aye: Saverino, Marshall, Travis, Olson, Burke
Nay: None
Absent: None

Approval of Resolution No. 2024-10: Paystubs Policy

Staff submitted for Board approval a new policy to ensure employees, current and former, have access to their paystubs for the legally required amount of time.

Commissioner Marshall moved, seconded by Commissioner Olson, to approve Resolution No. 2024-10: A Resolution Adopting a Paystubs Policy for the Personnel Policy Manual, subject to final review by Ancel Glink attorneys. On roll call vote the motion was approved 5-0.

Aye: Marshall, Olson, Travis, Saverino, Burke
Nay: None
Absent: None

Approval of Resolution No. 2024-11: Pay Transparency Policy

New for the Personnel Policy Manual, this policy ensures when posting jobs, the Park District will include a salary range and a summary of benefits and will notify current employees of an open position within 14 days.

Commissioner Saverino moved, seconded by Commissioner Travis, to approve Resolution No. 2024-11: A Resolution Adopting a Pay Transparency Policy for the Personnel Policy Manual, subject to final review by Ancel Glink attorneys. On roll call vote the motion was approved 5-0.

Aye: Saverino, Puccio, Marshall, Olson, Burke
Nay: None
Absent: None

Approval of Resolution No. 2024-12: Updates to Child Labor Laws, Minors Policy

Staff presented a required update to our current policy concerning minors. Among other things, it requires a 21-year-old supervisor to be onsite while a minor under 16 is working at all times.

Commissioner Travis moved, seconded by Commissioner Marshall, to approve Resolution No. 2024-12: A Resolution Updating the Child Labor Laws: Employment of Minors Policy in the Personnel Policy Manual, subject to final review by Ancel Glink attorneys. On roll call vote the motion was approved 5-0.

Aye: Travis, Marshall, Olson, Saverino, Burke
Nay: None
Absent: None

Approval of Resolution No. 2024-13: Updated Policy on Personnel Files

Staff recommended approval of an update to the Personnel Files Policy. The update details the process for FOIA requests and requests by employees for access to their personnel files.

Commissioner Olson moved, seconded by Commissioner Marshall, to approve Resolution No. 2024-13: A Resolution Updating the Personnel File Policy to Include Requests, subject to final review by Ancel Glink attorneys. On roll call vote the motion was approved 5-0.

Aye: Olson, Marshall, Travis, Saverino, Burke
Nay: None
Absent: None

Approval of Resolution No. 2024-14: IDHR Updates Applied to the Personnel Policies

This update included updates to mentions of protected classes throughout the manual. The terms “family responsibilities” and “reproductive health decisions” and “association with someone else’s reproductive health decisions,” have been added where necessary. The maximum amount of time to report harassment to the Illinois Department of Human Rights has been updated to two years. At the advice of PDRMA counsel, the District’s list of groups falling under protected classes has been expanded.

Commissioner Saverino moved, seconded by Commissioner Travis, to approve Resolution No. 2024-14: A Resolution Applying Illinois Department of Human Rights Amendments to the Personnel Policy Manual’s Equal Employment Opportunity, Non-Discrimination and Anti-Harassment, E-Mail, Prohibited Activities, and Voice Mail Policies, subject to final review by Ancel Glink attorneys. On roll call vote the motion was approved 5-0.

Aye: Saverino, Travis, Marshall, Olson, Burke
Nay: None
Absent: None

Other Items to be Brought Before the Board

No additional information was reported.

Staff Reports

Executive Director Potts pointed out that the director of marketing has some great data in her report and that the aquatics report will be presented in January. Staff also confirmed the 2024 BBSA invoice has been paid, other affiliates are paying on time, and that people are using the new app, which will be sponsored by Pan American Bank & Trust. The Marketing Department was complimented on the quality and humor of its recently distributed videos.

Executive Session

Commissioner Marshall moved, seconded by Commissioner Olson, to not enter into Executive Session. On roll call vote the motion was approved 5-0.

Aye: Marshall, Olson, Travis, Saverino, Burke
Nay: None
Absent: None

Adjournment

Commissioner Marshall moved, seconded by Commissioner Saverino, to adjourn the meeting at 7:45 p.m. On roll call vote the motion was approved 5-0.

Aye: Marshall, Saverino, Travis, Olson, Burke
Nay: None
Absent: None

Respectfully submitted,

Joe Potts
Board Secretary