

# Observer Report

You may print a blank copy of this document in order to make handwritten notes. Save a copy of this document in the Observer Corps folder (Observer Corps Reports-PENDING APPROVAL), named as “Year-Month-Day [Organization Observed] Observer Report”. Type your report in the file - you can tab from field to field to complete each section - then send it to the Voter Service Director for review and finalization. This report is intended to be used by trained Observers only. It must be reviewed by LWV of Naperville before being shared.

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## Organization Observed

Park District

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## Observer

Susan Craighead

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## Date

April 14, 2022

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## Meeting Time: X-Y

7:00 pm to 7:58; General meeting adjourned at 7:13 for executive session

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## Meeting Held-In Person, Remote, Hybrid

In-person at Fort Hill Activity Center – Multipurpose Rooms, 20 Fort Hill Drive, Naperville, IL 60540

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## Meeting Observed- In Person, Livestream, Recorded

Livestream at [www.youtube.com/channel/UCTzHRzL9qxHXKEkUGLEkelw](https://www.youtube.com/channel/UCTzHRzL9qxHXKEkUGLEkelw)

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## Attendees (note if remote)

### Quorum (yes or no)

Yes

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### Elected

President Marie Todd; Vice President Mary Gibson, Commissioner Rhonda Ansier, Commissioner Josh McBroom, Commissioner Leslie Ruffing, Commissioner Alison Thompson. Absent: Commissioner Rich Janor

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### Staff (list names/roles)

Brad Wilson, Executive Director; Kevin Carlson, Golf Director; Andrea Coates, Recreation and Facilities Director; Sameera Luthman, Marketing and Communications Director; Tim Quigley, Parks Director; Steve Schindlbeck, Park Police Chief; Katie Sepe, Human Resources Director; Eric Shutes, Planning Director; Sue Stanish, Finance Director/Treasurer

### Staff/Other

Derke Price, Legal Counsel; Bridget Tuft, Board Secretary

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### Press (list names)

Could not identify from video

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**Public (number)**


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 No members from the public requested to make comment.
 

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## General Observations \_\_\_\_\_

	Yes	No	Comments
Meeting start on time?	Yes		7:00 pm
Facilities large enough?	Yes		
Audience able to hear proceedings?	Yes		
Room ADA Compliant?			Presume yes, but I have not yet been to this facility

## Illinois Open Meeting Act Requirements

	Yes	No	Comments
Meeting Notice Posted?	Yes		
Agenda Posted 48 hours prior to meeting?	Yes		Emailed to anyone who has registered; may also available at <a href="https://go.boarddocs.com/il/naperville/Board.nsf/goto?open&amp;id=CEHQGU69205A">https://go.boarddocs.com/il/naperville/Board.nsf/goto?open&amp;id=CEHQGU69205A</a>
Agenda clearly describes items to be discussed?	Yes		
Meeting packet available to the public before meeting?	Yes		Available upon registration at <a href="https://www.napervilleparks.org/boardmeetings">https://www.napervilleparks.org/boardmeetings</a> or on following links at <a href="https://go.boarddocs.com/il/naperville/Board.nsf/goto?open&amp;id=CEHQGU69205A">https://go.boarddocs.com/il/naperville/Board.nsf/goto?open&amp;id=CEHQGU69205A</a>
Minutes from previous meetings posted?	Yes		At <a href="https://go.boarddocs.com/il/naperville/Board.nsf/goto?open&amp;id=CEHQGU69205A">https://go.boarddocs.com/il/naperville/Board.nsf/goto?open&amp;id=CEHQGU69205A</a>
Public Comment encouraged?	Yes		
Public treated respectfully?	Yes		

# Business Transactions

## Agenda and Packet Found Where

Available upon registration or on following links at  
<https://www.napervilleparks.org/boardmeetings>

## Meetings Streamed and Archived Where

Naperville Park District YouTube channel:  
<https://www.youtube.com/watch?v=sLV8NLzV2il>

## Closed Session Notes From Agenda

### 3. Updates and Reports

#### 3.1 Riverwalk Commission, Vice President Gibson

No report. The Commission met yesterday on April 13th and will meet again on May 11th at 7:30 a.m. at the Naperville Municipal Center.

#### 3.2 Finance Committee, Commissioners McBroom and Ruffing

No report. The Finance Committee meets tomorrow, April 15th at 9:00 a.m. at the Administration Building.

#### 3.3 Legislative Committee, Commissioners Janor, Ruffing and Thompson

Commissioner Ruffing updated that the Legislative Committee met on March 23rd. Staff updated regarding current bills in the Illinois General Assembly of interest to park districts, including legislation that would increase the bid limit under the Park District Code, from \$25,000 to \$30,000, and another measure that would provide eligibility for law enforcement camera grants to park districts with law enforcement agencies. Executive Director Wilson discussed the 30 by 30 initiative through the Conservation Task Force set up through the state to explore how Illinois can protect 30% of its land and water resources by 2030, as part of a multinational effort. The District submitted comments identifying green initiatives that could be undertaken if additional funding was available, and recommended the development of a best practices manual for public and private use.

An update on grants was provided and staff shared that \$53,000 was just received from FEMA for those expenses not already covered by the Cares Act, which were monies received last year through the America Rescue Plan Act (ARPA). DuPage County has set aside \$1 million to go to park districts in the county and a letter of intent has been submitted by the District. Expenses related to COVID-19, including staff time, supplies and equipment total about \$98,000 and will be

## Business Transacted

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submitted for consideration. The District has also reached out to the City of Naperville and Will County for direction to apply for any ARPA funds intended for park districts, including those specifically related to storm water projects.

As a follow up to our recent Zoom meeting with legislators, Representative Yang Rohr and Senator Ellman have volunteered to promote the District's upcoming community survey. Meetings have also been scheduled with Representative Kifowit and Senator Holmes for next week and with Representative Stava-Murray the week following. Representative Yang Rohr is hosting the Frontier Sports Complex Safety Expo in August, and invitations will be extended to all our legislators to our upcoming Earth Day Fair, Frontier Park Fitness Court Grand Opening, and new pickleball courts.

The next meeting of the committee will likely be scheduled later this summer.

#### 3.4 Parks and Recreation Committee, Commissioners Ansier and Thompson

No report. The next meeting of the Parks and Recreation Committee is scheduled for May 12th, at 5:30 p.m. at Fort Hill Activity Center.

#### 3.5 Board President, Marie Todd

No report.

#### 3.6 Executive Director, Brad Wilson

Executive Director Wilson provided the following information:

There's no better time than now to register your kids for summer camp at the Naperville Park District! Our popular day camps meet at Frontier Sports Complex or Seager Park, and we also offer a variety of themed sports, arts and environmental camps. You can register for one week at a time to allow flexibility in your summer schedule, or register for the entire summer if you wish. Details are in the Spring 2022 Program Guide available now at [napervilleparks.org/programguides](http://napervilleparks.org/programguides). Centennial Beach memberships for the 2022 swimming season are on sale now at a special preseason rates through May 30. Memberships are available for residents and nonresidents and for youth,

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adults, seniors or families. A “Plus Friends” option can be added to a membership until May 30, allowing the member to bring up to 2 guests. Learn more and purchase your pass today at [centennialbeach.org/memberships](http://centennialbeach.org/memberships).

As part of this year’s Earth Week Naperville initiative, the Park District is hosting a free Shredding Event on Saturday, April 16 at Fort Hill Activity Center. You can bring up to 2 boxes of papers to shred. The event begins at 8:00 a.m. and continues until 11:00 a.m. or until the truck is full. Also on April 16, Fort Hill Fitness is having a zero enrollment special, where you can become a fitness member with no enrollment fee. Also as part of Earth Week Naperville, the Earth Day Fair will be held in person at Fort Hill Activity Center on Sunday, April 24 from 1-4 p.m. This free event featuring various organizations and environmentally-friendly initiatives and activities is for all ages. Stop by to learn about how you can incorporate more eco-friendly aspects into your daily life!

The Naperville Park District is in need of additional summer staff for Centennial Beach, the golf courses, parks, and recreation programs. Applicants now have the incentive of receiving a \$100 signing bonus with their first paycheck if they apply by April 15. Positions eligible for the bonus include golf, trades, custodial, parks, day camps, lifeguards and tennis instructors. Learn more and apply at [napervilleparks.org/employment](http://napervilleparks.org/employment). Additionally, if you refer an applicant who applies for a position by May 1 and is hired, you may be eligible for a \$100 referral bonus.

Finally, the Summer 2022 Program Guide will be available online beginning Wednesday, April 27 with registration for summer programs beginning Monday, May 2 at 8:30 a.m. for residents and Thursday, May 5 at 8:30 a.m. for nonresidents. As a reminder, information about the fall 2022 soccer season is included in the Summer Guide. Registration for fall soccer begins at noon on Tues., May 10 for girls, on Wed., May 11 for boys and on Thurs., May 12 for nonresidents.

New IT Director introduced, Steven Mertes. First board meeting.

#### 4. Treasurer's Report

Action and Motion Requested:

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Vice President Gibson moved to approve the February 2022 Treasurer's Report at 7:07 p.m. Seconded by Commissioner Thompson.

Roll Call Vote on Motion

YES: Gibson, Thompson, Ansier, McBroom, Ruffing, Todd

NO: None

ABSENT: Janor

(Motion carried)

**5. Consent Agenda - The Executive Director warrants that all Consent Agenda Items reports and memoranda comply with Board Policy.**

5.1 Approve March 2022 disbursements in the amount of \$542,505.86

5.2 Approve March 2022 disbursements made through the Bank of America Purchasing Card Program in the amount of \$221,691.29

5.3 Approve March 2022 Fintech disbursements in the amount of \$1,538.45

5.4 Approve March 2022 customer refunds in the amount of \$1,551.30

5.5 Approve March 24, 2022 Regular Meeting Minutes

5.6 Award the contract for dredging of the retention pond and stabilization of the shoreline as part of the Bailey Hobson Woods Park Pond Dredging and Shoreline Restoration project to V3 Construction Group, Ltd. in the amount of \$245,700.00

5.7 Award the contract for the May Watts Park Trail Renovation project to Innovation Landscape, Inc. in the amount of \$56,868

5.8 Concur in the recommendation of the Construction Manager to award the contract for the General Trades bid package for the North Maintenance Facility Renovation Phase II Interior Improvements project to Hargrave Builders in the amount of \$221,850.00

5.9 Concur in the recommendation of the Construction Manager to reject the bid of D.E.S. Painting, Inc. as non-responsive and not responsible and award the contract for the Painting bid package for the North Maintenance Facility Renovation Phase II Interior

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Improvements project to Nedrow Painting in the amount of \$39,500.00

5.10 Concur in the recommendation of the Construction Manager to award the contract for the Fire Protection bid package for the North Maintenance Facility Renovation Phase II Interior Improvements project to Nelson Fire Protection in the amount of \$28,335.00

5.11 Concur in the recommendation of the Construction Manager to award the contract for the Plumbing bid package for the North Maintenance Facility Renovation Phase II Interior Improvements project to Hartwig Mechanical, Inc. in the amount of \$41,750.00

5.12 Concur in the recommendation of the Construction Manager to award the contract for the HVAC bid package for the North Maintenance Facility Renovation Phase II Interior Improvements project to Hartwig Mechanical, Inc. in the amount of \$39,950.00

5.13 Concur in the recommendation of the Construction Manager to allow Peters Electric & Technology to withdraw its bid due to a material error and to award the contract for the Electrical and Low Voltage bid package for the North Maintenance Facility Renovation Phase II Interior Improvements project to Kellenberger Electric, Inc. in the amount of \$133,860.00

5.14 Concur in the recommendation of the Construction Manager to award the contract for the Site Utilities bid package for the North Maintenance Facility Renovation Phase II Interior Improvements project to Stark & Son Trenching, Inc. in the amount of \$114,710.00

5.15 Award the contract for 2022 Bus Transportation Services for Camp Programs, to Safeway Transportation Services Corp. in the amount of \$21,624

5.16 Approve Resolution 22-07 to Name Multipurpose Room #4 at the Fort Hill Activity Center "Harris Fawell Multipurpose Room"

5.17 Accept Consent Agenda Items

Approved unanimously.

## **9. Executive Session**

Action and Motion Requested:

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Vice President Gibson moved to adjourn to Executive Session to discuss land acquisition per Section 2(c)(5) of the Open Meetings Act, at 7:13 p.m. Seconded by Commissioner Thompson.

Roll Call Vote on Motion

Motion carried unanimously.

**10. Return to Open Session**

10.1 Call to Order

President Todd called the April 14, 2022 Regular Meeting back to order at 7:58 p.m.

10.2 Roll Call

Marie Todd, President  
Mary Gibson, Vice President  
Rhonda Ansier, Commissioner  
Josh McBroom, Commissioner  
Leslie Ruffing, Commissioner  
Alison Thompson, Commissioner  
Brad Wilson, Executive Director  
Eric Shutes, Planning Director  
Sue Stanish, Finance Director/Treasurer  
Derke Price, Legal Counsel  
Bridget Tuft, Board Secretary

**11. Adjournment**

Action and Motion Requested:

Vice President Gibson moved to adjourn the April 14, 2022 Regular Meeting at 7:58 p.m. Seconded by Commissioner Thompson.

Voice Vote on Motion

YES: Gibson, Thompson, Ansier, McBroom, Ruffing, Todd

NO: None

ABSENT: Janor

(Motion carried)

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**Any Issues Discussed That Have Implications for LWV?**

No

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**Next Meetings**

April 28 at 6:30 pm, Fort Hill Activity Center

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**Report Reviewed By**

Anne Mathews

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