

# 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 Greenwood

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**Date**

May 12, 2022

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**Meeting Time: X-Y**

7:00 pm to 8:05

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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**

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

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**Staff (list names/roles)**

Executive Staff:  
 Brad Wilson, Executive Director  
 Kevin Carlson, Golf Director  
 Andrea Coates, Recreation and Facilities Director  
 Sameera Luthman, Marketing and

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Communications Director  
 Steven Mertes, Information Technology 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:  
 Robert Rago, IT Staff  
 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)**

3 The video angle will not allow other members, if present, to be seen.

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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/Public">https://go.boarddocs.com/il/naperville/Board.nsf/Public</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/Public">https://go.boarddocs.com/il/naperville/Board.nsf/Public</a>

Minutes from previous meetings posted?	Yes		At <a href="https://go.boarddocs.com/il/naperville/Board.nsf/Public">https://go.boarddocs.com/il/naperville/Board.nsf/Public</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/channel/UCTzHRzL9qxHXKEKUGLEkelw>

### Closed Session Notes From Agenda

## 3. Updates and Reports

### 3.1 Riverwalk Commission

Vice President Gibson reported that the Riverwalk Commission met May 11th and discussed Moser Tower repairs which are almost finished, and the Chuck Papanos memorial walk to be held on July 29th. The next meeting of the Riverwalk Commission is scheduled for June 8th at 7:30 a.m., in the Naperville Municipal Center lunchroom.

### 3.2 Finance Committee, Commissioners McBroom and Ruffing

Commissioner McBroom updated that the Finance Committee met on April 15th and was joined by the District's money manager, Tom Sawyer of Sawyer Falduto Asset Management. Mr. Sawyer presented Q1 investment results which showed an unrealized loss of \$285k, with a net return of negative 3.3%, lower than the benchmark (Barclay's 1-3 Year US Treasury Index) of negative 2.5%. The net return since the inception of the portfolio (June 2011) through March 2022 equaled .8 %, which is equal to the benchmark. It was noted that unrealized loss is based on the increase in interest rates, and all bonds in the current portfolio are held until maturity and will mature at face/par value with no realized loss. The portfolio is constructed to provide long-term positive investment results, and the current higher interest rate environment provides better yield on the reinvestment of bond maturities and other cash inflows.

### Business Transacted

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Staff also discussed a process to address the challenge of purchasing vehicles/ equipment based on current supply chain issues; vehicles/equipment ordered now (for 2022 budgeted items) will not be delivered until 2023. Likewise we need to order vehicles/equipment now to get in line for items included in the 2023 capital plan and budget. As you are aware, this process was outlined for the board at our last meeting and on the agenda for approval at tonight's meeting. An overview of the District's pension account with the Illinois Municipal Retirement Fund (IMRF) was also presented and as of 12/31/21, the District was 100.1% funded with a rate of 8.81%. The 2022 rate decreased to 7.27% and the 2023 preliminary rate is estimated to decrease further to 6.14%.

The next Finance Committee meeting will be held May 20th at 9:30 a.m., at the Central Maintenance Facility Multipurpose Room.

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

Commissioner Ruffing reported that the Legislative Committee had not met since the last update, but on April 19th she had the opportunity to meet with state legislators Representative Kifowit and Senator Holmes. Joined by Executive Director Wilson and Manager Omanson, they discussed various ways we can continue partnering.

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

Commissioner Ansier reported that the Parks and Recreation Committee met yesterday May 11th. The committee received updates regarding the Ron Ory Garden Community Garden Plots Master Plan development and with ongoing feedback from the community gardeners, several preliminary ideas were shared. There will be another public open house to discuss potential improvements on May 18th, as well as an opportunity to provide feedback online. Naperville's Turning Pointe Autism Foundation is interested in developing their outdoor space and is looking to the District for support, perhaps assisting with the installation of a sensory garden or play features.

Department updates were provided and it was reported that golf is having a successful season so far, with the nice weather. The District will be making adjustments to its tulip bulb recycling program, and staffing initiatives including referral and hiring bonuses have shown some success.

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Human Resources also reported that policies addressing diversity, equity and inclusion (DEI) are currently being reviewed. The next meeting of the committee is scheduled for June 9th.

3.5 Board President, Marie Todd

No report.

3.6 Executive Director

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 nature 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 Summer 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 special preseason rates through May 30. Memberships are available for residents and nonresidents and for youth, 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).

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 May 15. Positions eligible for the bonus include those within golf, trades, custodial, parks and day camps, as well as for 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 15 and is hired, you may be eligible for a \$100 referral bonus.

The Park District plans to create a site master plan for the Ron Ory Community Garden Plots and is soliciting public input. The Park District will host a second public meeting on May 18th at 6:00 p.m. at Knoch Park Central Maintenance Facility. For more information, please visit [www.napervilleparks.org/gardenplots](http://www.napervilleparks.org/gardenplots).

Join the Naperville Park District and The Branch/Naperville Moms for the annual Frontier Kite

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Fly Festival on Sunday, June 5 from 10:00 am-4:00 pm. Enjoy big, beautiful kites, activities, entertainment and more and this much anticipated event that's free and fun for the whole family. For details, visit: [www.napervilleparks.org/kitefly](http://www.napervilleparks.org/kitefly). Additionally, the Naperville Park District has a wide variety of amazing events planned for the summer season. To see everything that's planned, check out our Summer 2022 Program Guide at [www.napervilleparks.org/programguides](http://www.napervilleparks.org/programguides) and start marking your calendar and getting ready for your best summer yet!

For the past several weeks, the Naperville Park District has been working with a 3rd party company to administer a statistically-valid survey with participation from randomly selected community members. Now that this process has concluded, we will be making the same survey questions available via our website at [napervilleparks.org](http://napervilleparks.org) to anyone in the community who would like to provide feedback to us. The survey will be available beginning the week of May 16 and will be open through May 31. All feedback received through our survey process will be reviewed and considered later this summer and fall as staff and board begin the next three-year strategic planning process. Thank you in advance for your input.

#### **4. Treasurer's Report**

Action and Motion Requested:

Vice President Gibson moved to approve the March 2022 Treasurer's Report at 7:10 p.m. Seconded by Commissioner Ruffing.

Roll Call Vote on Motion

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

NO: None

ABSENT: Thompson

(Motion carried)

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

5.1 Approve April 2022 disbursements in the amount of \$1,157,456.52

5.2 Approve April 2022 disbursements made through the Bank of America Purchasing Card Program in the amount of \$271,292.04

5.3 Approve April 2022 Fintech disbursements in the amount of \$2,587.80

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5.4 Approve April 2022 customer refunds in the amount of \$1,448.57

5.5 Approve April 28, 2022 Regular Meeting Minutes

5.6 Approve April 28, 2022 Executive Session (Closed) Meeting Minutes

5.7 Approve Change Order #1 for the Frontier Sports Complex East Playground Renovation project

5.8 Approve Change Order #1 for the Kingshill Park Playground Renovation project

5.9 Authorize the Executive Director to issue a purchase order to Little Tikes Commercial in the amount of \$79,985.00 for play equipment for the Heritage Place Park Playground Development project, procured through the District's membership in the Sourcewell purchasing network

5.10 Authorize the Executive Director to issue a purchase order to Cunningham Recreation in the amount of \$158,945.60 for poured in place rubber play surfacing for the playground associated with the Naper Commons Park Development project, procured through the District's membership in the Omnia purchasing network

5.11 Award the contract for the Nike Sports Complex Ball Field Improvements project to Proline Fence Company in the amount of \$320,693.00

5.12 Award the contract for the Nike Sports Complex Irrigation System Installation project to TCI Companies, Inc. in the amount of \$56,782.00

5.13 Award a professional services contract to Martin Design Partnership, Ltd. in the amount of \$148,000.00 for renovations at Springbrook and Naperbrook Golf Courses

5.14 Authorize the Executive Director to order six vehicles through the Suburban Purchasing Cooperative in fulfillment of the 2022 Fleet Capital Replacement Plan, all as set forth in the Board Memo dated April 22, 2022

5.15 Authorize the Executive Director to order vehicles and equipment in fulfillment of the 2023 Fleet Capital Replacement Plan, all as set forth in the Board Memo dated April 22, 2022, and further directing the Director of Finance to prepare a budget amendment and schedule the requisite public hearing prior to year end if necessary to accomplish this procurement

5.16 Approve Ordinance 1016: Declaring Certain Park District Property as Surplus and Authorizing Sale or Disposal

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## 5.17 Accept Consent Agenda Items

### Action and Motion Requested:

Vice President Gibson moved to accept Consent Agenda Items 5.1 through 5.16, at 7:14 p.m. Seconded by Commissioner Ansier.

### Roll Call Vote on Motion

YES: Gibson, Ansier, Janor, McBroom, Ruffing, Todd  
NO: None

## **6. Naming the Fort Hill Fitness Center "Ray McGury Fitness Center"**

### Action and Motion Requested:

Vice President Gibson moved to approve Resolution 22-08: Naming the Fort Hill Fitness Center "Ray McGury Fitness Center" at 7:15 p.m. Seconded by Commissioner Ansier.

### Roll Call Vote on Motion

YES: Gibson, Ansier, Janor, McBroom, Ruffing, Todd  
NO: None  
ABSENT: Thompson  
(Motion carried)

## **7. The Naperville Salute Agreement Amendment**

### Action and Motion Requested:

Vice President Gibson moved to approve Amendment #1 to The Naperville Salute Agreement at 7:15 p.m. Seconded by Commissioner Janor.

Naperville residents Kelly Hickey and Michele Clemens, chairperson of The Naperville Salute event, provided public comment on this topic, specifically with regard to the location of a fireworks display scheduled for July 3rd. The preference of the event organizers is to move the fireworks display closer to their event held at Rotary Hill, possibly to Knoch Park. While acknowledging the difficulties the Salute organizers will face to stage events in two locations and potential lost sponsor revenue, concerns were raised by several board members regarding significant logistics challenges at Knoch Park, as compared to Frontier Park where the fireworks have been held the last few years. The original motion was amended as follows:

### Amended Action and Motion Requested:

Vice President Gibson moved to approve Amendment #1 to The Naperville Salute Agreement amended by replacing term #4 of the Amendment with "the fireworks to celebrate the 4th of July will occur at Frontier Sports Complex and the Park District shall take over the pyrotechnics contract for the fireworks display with the



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assistance of Naperville Responds for Veterans. Naperville Responds for Veterans will transition the coordination of logistics for the fireworks to the Park District.", at 7:43 p.m. Seconded by Commissioner Ruffing.

Roll Call Vote on Motion

YES: Gibson, Ruffing, Ansier, Todd

NO: Janor, McBroom

ABSENT: Thompson

(Motion carried)

Action and Motion Requested:

Vice President Gibson moved to approve Amendment #1 as presented, excepting the amended term #4, to The Naperville Salute Agreement at 7:46 p.m. Seconded by Commissioner Ruffing.

Roll Call Vote on Motion

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

NO: None

ABSENT: Thompson

(Motion carried)

## **8. Semi-Annual Review of Executive Session Meeting Minutes**

Action and Motion Requested:

As determined by unanimous board consensus, no need exists to adjourn to Executive Session for discussion and per staff recommendation, Vice President Gibson moved that the written and approved May 14, May 28, June 11, June 18, and November 12, 2020, Executive Session Meeting Minutes be released, at 7:48 p.m. Seconded by Commissioner Ruffing.

Roll Call Vote on Motion

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

NO: None

ABSENT: Thompson

(Motion carried)

## **9. Next Scheduled Meeting**

Regular Meeting of the Board of Park Commissioners, May 26, 2022, at 6:30 p.m., Fort Hill Activity Center, Multipurpose Rooms

ABSENT: Thompson

(Motion carried)

### 5.18 Approve Consent Agenda Items

Action and Motion Requested:

Vice President Gibson moved to approve Consent Agenda Items 5.1 through 5.16, at 7:14 p.m. Seconded by Commissioner Ruffing.

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Voice Vote on Motion

YES: Gibson, Ruffing, Ansier, Janor, McBroom, Todd  
NO: None  
ABSENT: Thompson  
(Motion carried)

**10. Executive Session**

Action and Motion Requested:

Vice President Gibson moved to adjourn to Executive Session to discuss land acquisition per Section 2(c)(5) of the Open Meetings Act, at 7:49 p.m. Seconded by Commissioner Ansier.

Roll Call Vote on Motion

YES: Gibson, Ansier, Janor, McBroom, Ruffing, Todd  
NO: None  
ABSENT: Thompson  
(Motion carried)

**11. Return to Open Session**

12.1 Call to Order

President Todd called the May 12, 2022 Regular Meeting back to order at 8:05 p.m.

12.2 Roll Call

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

**12. Adjournment**

Action and Motion Requested:

Vice President Gibson moved to adjourn the May 12, 2022 Regular Meeting at 8:05 p.m. Seconded by Commissioner Ruffing.

Voice Vote on Motion

YES: Gibson, Ruffing, Ansier, Janor, McBroom, Todd  
NO: None  
ABSENT: Thompson  
(Motion carried)

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

No

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May 26, 6:30 pm Fort Hill Activity Center, Multipurpose Rooms

**Next Meetings**

**Report Reviewed By**

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Anne Mathews

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