

DeKalb Park District
December 8, 2005
Study Session

BOARD MEMBERS PRESENT: Dave Mason, Dave Male, Joan Berkes-Hanson, Matt Volk, Mike Teboda

STAFF MEMBERS PRESENT: Dave Mogle, Josephine Knoble, Lisa Small, Brad Garrison, Bill Ryder, Jane Holdridge, Roger Huber, Mike Gibson, Russ Robinson, Jeff Myles

OTHERS PRESENT: Brian Adams

President Dave Mason called the December 8, 2005 study session to order at 6:05 p.m.

1. Health Insurance Renewal

President Mason reported that the park staff was informed of a 60% increase in health insurance cost for 2006 and that Jeff Hoffman of the Crum Halsted Agency was in attendance to report on other health insurance options.

Jeff Hoffman reported that the current PPO single rate was \$427.03 and \$308.04 for the current Health Savings Account (HSA) single. He further reported that the proposed renewal rates for 2006 were \$689.90 for the PPO single and \$503.61 for the HSA single.

Hoffman stated that the proposed 2006 rates were increased by 60% and that it was recommended by park staff that he research other health insurance plans.

Hoffman reported that Principal Life offered a health insurance plan similar to the current John Alden plan and explained that he was seeking approval by the board to move forward and submit additional information needed by Principal to determine the final rates.

Hoffman reported that the proposed "vanilla rate" for Principal was \$5,892.30 per month and that the maximum rate per month could not exceed \$9,840.14. Hoffman further stated that at the maximum rate the district would still save \$3,774.23 with Principal.

Hoffman reviewed the new PPO and HSA plans with Principal and stated that funds remaining in the current HSA accounts would roll over to next year.

Dave Male explained that Principal was a great company compared to John Alden.

Hoffman also explained that during the open enrollment, employees would have the ability to switch from the HSA to the PPO plan or vice versa.

Mason and Male recommended pursuing Principal and Dave Mogle explained that the staff would meet to complete the necessary forms for enrollment.

Hoffman thanked the board and stated that he would receive accurate figures in approximately 10 days.

The board thanked Hoffman for his presentation.

2. River Heights and Buena Vista Golf Reports

Dave Mogle explained that the purpose of the golf reports was to evaluate last season and to make recommendations for the following season.

Roger Huber inquired if the board had any questions about the River Heights Golf Report.

Mike Teboda inquired about the statement made that individuals were disappointed in this year's outcome.

Huber explained that the staff was somewhat surprised that revenues only slightly exceeded budgeted revenue projections and that the golf industry as a whole was only expecting a 1% increase in rounds of golf for the upcoming season.

Huber reported that the staff would continue to market River Heights and find alternate avenues to attract more golfers during 9 a.m. and 3 p.m. Monday through Friday time period when the course play is relatively slow.

Huber also reported that a Golf Committee was created in May 2005 and that one of the first roles of the committee was to fulfill the requirements of the CDGA to assist in handicap activities. The committee played a major role in posting/providing handicap information for the golf leagues and was also assigned the task of improving current golf events and providing ideas for new events.

Jane Holdridge also reported that surveys were provided to allow feedback from golfers.

Teboda expressed that in his opinion the River Heights staff had done an excellent job and that the greens were in great condition.

Brad Garrison reviewed the season pass revenue breakdown for the 2005 season and stated that Buena Vista Golf Course received all youth season pass revenue and that the staff may want to explore it in the future.

Mason inquired about the distribution of the combination pass. Russ Robinson replied that 1/3 of the revenue for combination passes was distributed to Buena Vista Golf Course and 2/3 to River Heights Golf Course.

Huber also reported that the majority of the 2005 River Heights staff was new. The staff, he added, was cross trained to fulfill a variety of duties throughout the golf course. Huber and Holdridge both stated that they were overall satisfied with the cross training process.

President Mason stated that in his opinion, 23,000 rounds of golf was a high figure for a 9 hole golf course like Buena Vista.

Mason also inquired if cart storage owners were informed that Buena Vista would no longer be allowing cart storage at Buena Vista. Russ Robinson and Mike Gibson replied that all cart owners were made aware.

President Mason inquired about a possible new clubhouse for Buena Vista. Robinson replied that he and Gibson had met several times with the Executive staff, but plans were not yet finalized.

Joan Berkes-Hanson inquired about a new agency wide computer system. Garrison replied that Lisa Small was researching different options.

Dave Male thanked the Buena Vista staff for a great 2005 season.

President Mason stated that both golf courses are a part of the district and should continue working together and share advertisement, equipment and supplies.

Russ Robinson also reported on a new irrigation system that he was interested in purchasing for Buena Vista. The system, he explained, would calibrate the amount of water utilized for each green and fairway and also provide alerts when pipes needed repairs.

The study session was adjourned at 6:55 p.m.

**DeKalb Park District
December 8, 2005
Public Meeting**

BOARD MEMBERS PRESENT: Dave Mason, Dave Male, Joan Berkes-Hanson, Matt Volk, Mike Teboda

STAFF MEMBERS PRESENT: Dave Mogle, Gary Cordes, Josephine Knoble, Lisa Small, Brad Garrison, Bill Ryder, Jane Holdridge, Roger Huber, Mike Gibson, Russ Robinson, Jeff Myles, Colleen Belmont, Wendy Hayes, Scott deOliveira, Randy Hjelmberg

OTHERS PRESENT: Brian Adams

I. Meeting Called to Order

President Dave Mason called the December 8, 2005 public meeting to order at 7:10 p.m.

II. Approval of Agenda

Dave Male made a motion to approve the December 8, 2005 agenda. Mike Teboda seconded the motion and all members voted unanimously in favor.

III. Minutes from Previous Meetings

Josephine Knoble reported that the names of Roger Huber and Bill Ryder were mistakenly omitted from the Wednesday, November 9, 2005 study session minutes. Knoble further reported that she would make the necessary correction.

Matt Volk made a motion to approve the Wednesday, November 9, 2005 amended board minutes and also the special Tuesday, November 29, 2005 board minutes. Berkes-Hanson seconded the motion and all members voted unanimously in favor.

IV. Correspondence

Dave Mogle summarized a letter from Jeff Main, Board of Director, requesting easement through the property of Buena Vista Golf Course to complete a river bank stabilization project at the Kishwaukee Country Club. Mogle stated that the work would occur during the 2006-2007 Winter season.

V. Business from the Floor

There was none.

VI. Old Business

A. Truth in Taxation Hearing at 7:15 p.m.

President Mason requested a motion to open the Truth in Taxation Hearing at 7:15 p.m.

Mike Teboda made a motion to open the Truth in Taxation Hearing. Matt Volk seconded the motion and all members voted unanimously in favor.

President Mason inquired if there were any questions and or comments from the public. There were no questions and/or comments.

Teboda made a motion to close the Truth in Taxation Hearing at 7:20 p.m. Matt Volk seconded the motion and all members voted unanimously in favor.

Russ Robinson provided the board with a map of Buena Vista Golf Course and the proposed easement route the district would recommend to the Kishwaukee Country Club.

Mike Teboda expressed his concern that the course could be damaged during the river bank stabilization project.

Gary Cordes recommended a legal contract between the Kishwaukee Country Club and Buena Vista specifying the truck route for access to the Country Club through the Buena Vista grounds. Cordes also explained that the Kishwaukee Country Club would be liable for any damages to the Buena Vista grounds.

Brad Garrison recommended that the Kishwaukee Country Club also be liable for any damage to the asphalt paving of the course.

Teboda suggested that the staff contact Royer Asphalt to inquire about the weight of their equipment and the possible damages it could cause to the course.

B. Approval of Policy on Drug and Alcohol Abuse

Mogle reported that the Personnel Policy Committee had met to further discuss the Alcohol and Drug Abuse Policy. He then summarized the proposed changes to the policy.

President Mason recommended that alcohol and drugs be distinguished from each other.

Dave Mogle stated that policies could always be amended in the future.

Matt Volk made a motion to approve the Policy on Drug and Alcohol Abuse. Mike Teboda seconded the motion and all members voted unanimously in favor.

C. Rescind Ordinance 99-4

Mogle recommended the board rescind Personnel Policy Ordinance 99-4.

Mike Teboda made a motion to rescind Ordinance 99-4. Joan Berkes-Hanson seconded the motion and all members voted unanimously in favor.

Garrison recommended the board approve a grace period between the old and new Personnel Policy in order to allow ample time for the staff to be trained.

Teboda made a second motion to approve February 9, 2006 as the affective date of the new Personnel Policy. Berkes-Hanson seconded the motion and all members voted unanimously in favor to roll call.

D. Hopkins Park Playground Plans

Garrison reported that on November 29, 2005, GameTime offered the park district a 50/50 grant for the purchase of a new playground system for Hopkins Park. Garrison explained that the district would incur the cost of \$95,803.55 for a \$180,000.00 playground.

Berkes-Hanson inquired when the playground would be purchased. Garrison replied that the playground would be purchased this year and installed in the Spring. Garrison also reported that Special Recreation funds and Capital Projects funds would be utilized for payment of the new Hopkins playground system.

Mike Teboda made a motion to approve the purchase of the new playground equipment for Hopkins Park. Dave Male seconded the motion and all members voted unanimously in favor.

VII. New Business

A. 2005 Tax Levy Ordinance 05-12

Mogle explained that the operating fund would increase by 10.77%. Mogle explained that Lisa Small took into consideration last year's extension, the estimated new construction and the 3.3 % CPI to determine the tax levy for 2005.

Mogle recommended approval of the 2005 Tax Levy Ordinance 05-12.

Volk made a motion to approve the 2005 Tax Levy Ordinance 05-12. Teboda seconded the motion and all members voted unanimously in favor.

B. Schedule Budget Workshops

Mogle recommended the board schedule two budget workshops.

The board scheduled a budget workshop on Wednesday, January 11, 2006 and Wednesday, January 18, 2006 at 5 p.m. at Hopkins Park.

C. 2006 Cafeteria Plan Spending Limits

Mogle recommended the board approve to retain the same cafeteria spending limits as last year.

Mike Teboda approved \$5,000.00 as the cafeteria plan spending limit for child care costs and \$5,000.00 for qualified medical expenses. Dave Male seconded the motion and all members voted unanimously in favor.

D. Health Savings Account Funding

Mogle reported that the district was researching a new health insurance provider and recommended the board discuss the Health Savings Account (HSA) funding at the January meeting.

The board agreed to table any discussion on the HSA funding until the January meeting.

E. Approval of projects over \$10,000

No projects over \$10,000.00

VIII. Financial Reports

A. Payroll and Contractual

There were no questions.

B. Purchase Orders

There were no questions.

C. Vouchers

Garrison reported that an additional invoice of \$8,800.00 would be added to the voucher list total.

The board reviewed and approved the total list of bills totaling \$1,256,981.23.

D. Budget/Actual Report

There were no questions.

IX. Committee and Staff Reports

A. IAPD-Dave Mason

Dave Mason thanked the staff for their work on the land cash ordinance and also reported that the IAPD/IPRA State Convention would be held in Chicago on January 26-28, 2006.

B. Ellwood House-Dave Male

Garrison reported that the State had granted the district a second extension for the completion of the dining room and library restoration project at the Ellwood House.

C. Plan Commission-Mike Teboda

No report.

D. Nehring Center-Matt Volk

Matt Volk reported that the Holiday Market at the Nehring Center Gallery was going well.

E. Staff Reports

Dave Mogle reported that the Park District Holiday party was scheduled for Friday, December 16, 2005 at River Heights Golf Course.

X. Move to Executive Session for discussion of Personnel, Land Acquisition and Executive Session Minutes.

Male made a motion at 7:57 p.m. to move into Executive Session. Berkes-Hanson seconded the motion and all members voted unanimously in favor.