

**DeKalb Park District
Study Session
Thursday, June 8, 2006**

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

STAFF MEMBERS PRESENT: Brad Garrison, Lisa Small, Scott deOliveira

OTHERS PRESENT: None

President Dave Male called the study session to order at 6:05 p.m.

1. Comprehensive Plan Workshop Dates

Matt Volk suggested that the discussion begin with an update of the Comprehensive Plan. Volk stated that he had spoken with Roger Dahlstrom, NIU Center for Governmental Studies, about facilitating the Comprehensive Plan process. Volk further explained that Mr. Dahlstrom was available to meet with the Park Board in July and suggested that the Board select a few meetings in order to further discuss the scope of the project.

The board scheduled Monday, July 10, Wednesday, July 12, and Monday, July 17 as possible dates to meet with Mr. Dahlstrom.

2. Mowing Request from Gurler House Association

Volk informed the Board of a request from the Gurler House Association to mow the lawn area surrounding the Gurler House.

Brad Garrison stated that in the past, the Park District Maintenance Department has mowed the property, but there was no formal agreement, only a verbal understanding.

Volk suggested that a written agreement be written. Garrison stated that he would obtain a Certificate of Insurance from the Gurler House Association.

President Dave Male suggested that the park district engage into a temporary agreement for the remainder of the season and that the Gurler House Association be advised that mowing in future years would be reviewed by the park Board.

3. Shelter House Usage Request from Kiwanis

Volk presented a request from the Kishwaukee Kiwanis to utilize the Hopkins Park Shelter House this fall for a Haunted House. The correspondence received by Brad Garrison, requested the use of the shelter house from the first weekend of October through early November.

Dave Male expressed concerns with security and Mike Teboda stated that he was not in favor of hosting the event at Hopkins Park.

Lisa Small reported that in recent years the Kiwanis Haunted House event had been increasingly supervised by student organizations from Northern Illinois University and the DeKalb High School.

Joan Berkes-Hanson inquired if there were other park facilities available instead of the Hopkins Shelter House.

Male stated that he would be in favor of allowing the use of the shelter house for this year, with the understanding that the facility would not be available in the future.

Volk suggested that the use of the building be permitted with the understanding that no items and/or building materials be attached to the walls of the shelter house.

4. Policy on Multiple Consecutive Facility Rentals

A draft of a consecutive booking policy for shelter house rentals was distributed. Volk stated that the policy would be further considered by staff and again reviewed by the Board.

Male commented that there were a number of issues to consider and was in favor of devoting an entire workshop to the issue.

Small recommended that the band shell and shelter house policies remain separate.

Dave Mason commented that he was in favor of revising the current shelter house rental policy.

**DeKalb Park District
Public Meeting
Thursday, June 8, 2006**

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

STAFF MEMBERS PRESENT: Brad Garrison, Lisa Small, Scott deOliveira, Jane Holdridge, Bill Ryder, Mike Gibson, Russ Robinson, Colleen Belmont

OTHERS PRESENT: Brian Adams (B-95)

I. Meeting Called to Order

President Dave Male called the June 8, 2006 public meeting to order at 7:04 p.m.

II. Approval of Agenda

Mike Teboda made a motion to approve the June 8, 2006 agenda. Dave Mason seconded the motion and all members voted unanimously in favor.

III. Minutes from Previous Meetings

Teboda made a motion to approve the May 11, 2006 study session and public meeting minutes. Mason seconded the motion. There was no further discussion and all members voted unanimously in favor.

IV. Correspondence

Teboda read a letter from the City of DeKalb thanking the Park District Maintenance Department for the Memorial Day activities at the Ellwood House.

Teboda also read a letter from the DeKalb Sanitary District inviting officials and administrators to a meeting on June 21, at the Hopkins Community Center, to hear a presentation regarding the Sanitary District's Facility Plan update.

V. Business from the Floor

There was none

VI. Old Business

A. Action on Facility Multiple Use Policy

Volk requested that item A, action on multiple use policy, be tabled to a future meeting following further Board and staff review. The Board agreed.

B. Action on Request from Gurler House Association

Volk reported that during the study session the Board had discussed the Gurler House Association's request that the park district continue to mow their property.

Volk reported that the Board recommended that the maintenance department continue to mow the property for the remainder of the season and that the matter would be reviewed for the following year.

Dave Mason made a motion to approve the Gurler House Association request as decided by the board. Mike Teboda seconded the motion. There was no further discussion and all members voted unanimously in favor.

VII. New Business

A. Prevailing Wage Ordinance

Small explained that each June the park district passes a Prevailing Wage Ordinance. Small also explained that the DeKalb County prevailing wage rates for June 2006 were obtained from the Illinois Department of Labor website and were included with the Ordinance as "Exhibit A".

Gary Cordes stated that he would file one original copy of the ordinance with the State of Illinois and one with the County Clerk.

Teboda made a motion to approve the Prevailing Wage Ordinance 06-05. Berkes-Hanson seconded the motion. There was no further discussion. Volk abstained from the roll call vote. Teboda, Berkes-Hanson, Mason and Male all voted in favor during the roll call vote.

B. Approval of Projects over \$10,000

There were none.

VIII. Financial Reports

A. Payroll and Contractual

There were no questions.

B. Purchase Orders

There were no questions.

C. Vouchers

Mike Teboda inquired about a voucher to Hydrologic Water Management and also questioned a voucher to Kishwaukee Electric for \$5,149.27. Teboda further questioned the voucher to Kishwaukee Electric for the wiring of the new pool heater. Staff answered all queries.

D. Budget/Actual Report

There were no questions.

IX. Committee and Staff Reports

A. IAPD-Dave Mason

Dave Mason reported on a recent visit to Geneva on Tuesday, June 6. Mason also reported that he would be attending a workshop on the following Thursday at the Northbrook Park District.

B. Ellwood House-Dave Male

President Dave Male thanked the entire staff for the wonderful Memorial Day event at the Ellwood House.

Male stated that he received numerous compliments on the restoration of the Ellwood House and on the maintenance of the Ellwood grounds.

Mike Teboda thanked President Male for representing the Park Board at the Memorial Day ceremony.

C. Plan Commission-Mike Teboda

Teboda stated that he had not attended the last Plan Commission meeting.

President Dave Male reported that he attended the meeting and that George Stratton requested approval of 66 additional town homes. Male further stated that the Plan Commission had approved Mr. Stratton's request.

Small reported that figures of population density for Stratton's entire South Pointe development have been requested from City Staff to assess any impact fees due.

Small remarked that there have been several changes in the development since the original plan was approved and the original impact fee calculated by the City.

D. Nehring Center-Matt Volk

Volk reported that the gallery would be hosting a Sesquicentennial photo exhibit through the summer.

E. Staff Reports

Colleen Belmont reported on HUD funding for day camps and mentioned several other grant opportunities, including a VAC food grant and a DeKalb County Community Foundation grant for camp programs.

Belmont further reported that Dan Jones, DeKalb High School, had informed her that fitness equipment would be moved into an area adjacent to the pool that may impact her summer aquatic programs.

Jane Holdridge reported that 6,445 rounds of golf have been played at River Heights Golf Course this year. She further stated that the figure was approximately 5% less than last year at this time, but that season pass sales were approximately \$13,000 higher than last year.

Dave Mason inquired about concessions. Holdridge replied that concession figures were down by several thousand dollars due to catering.

Mike Gibson reported that rounds of golf played at Buena Vista and concession sales at Buena Vista were down from last year. He predicted that Buena Vista season pass sales would most likely not make budget. Gibson, however, was optimistic that daily fees would reach budget level by the end of the season.

Volk requested that Lisa Small comment on the movies in the park event. Small reported that the first movie, presented on June 2 in Hopkins Park, was a great event and was well attended.

Small predicted that the next movie night would have more attendees because of the positive comments and feedback the district had received.

Mason thanked Small, Knoble and the administrative staff for organizing such a large event and congratulated them on its success.

Russ Robinson updated the board on an issue at Buena Vista Golf Course related to a new portable toilet on the course.

Volk reported that the Chipotle Grand Opening was rescheduled for Thursday, July 13, 2006 and that all funds generated during that event would be donated to the De Kalb Park District for the "Friday Movies in the Park" event. Volk thanked Scott deOliveira for all his assistance.

Garrison reported on various maintenance projects that were completed in the last few weeks and on other on-going park improvement projects.

Several projects Garrison reported on were installation of the new water heater, repairs to the pool locker rooms, painting of the diving board structures and slide stair structures and completion of the bathroom project at the Maintenance Campus. Garrison also reported that the maintenance staff was preparing the Ellwood House for the Memorial weekend event and

Hopkins Park for the “Friday Movies in the Park”, and the Municipal Band concert. He further reported that the staff was applying turf improvement applications throughout the district.

Volk complimented Garrison on the condition and appearance of the parks and also stated that he had heard positive comments from many members of the community.

Garrison informed the Board that Hanna Park was close to being completed with the placement of the boulder and a dedication date would soon be determined.

Male complimented Small on the work completed for the band concert and Sesquicentennial events and reported that the fireworks and birthday cake celebration were postponed to the following week due to the weather.

Scott deOliveira reported that the pool was opened and doing very well in terms of attendance and operations.

Teboda noted that the water temperature was much improved due to the installation of the new water heater.

Teboda inquired about the progress on the Hopkins Park playground.

Garrison replied that work had been slightly delayed due to poor weather, but expected the project would be completed by the 4th of July.

Small added that a grand opening ceremony would be planned and that the project would be publicized when complete.

X. Move to Executive Session to Discuss Personnel

Mike Teboda made a motion to move into Executive Session at 8:05 p.m. Dave Mason seconded the motion and all members voted unanimously in favor.

