

DeKalb Park District
March 8, 2007
Study Session

BOARD MEMBERS PRESENT: President Dave Male, Commissioners Joan Hanson, Dave Mason, Mike Teboda and Matt Volk.

STAFF MEMBERS PRESENT: Executive Director Cindy Capek, Asst. Director Brad Garrison, Asst. Lisa Small, Josephine Knoble and Roger Huber.

OTHERS PRESENT: There were none.

The March 8, 2007 study session was called to order at 6:05 pm.

1. Bethany Ridge: Alternate Proposals

Executive Director Capek reported that the DeKalb County Builder's Association was challenging the legality of the Land/Cash Ordinance and that the ordinance, scheduled to appear before City Council on March 12, 2007, was removed from the agenda. Capek stated that City Manager Biernacki, City Attorney Guess, and a representative of the DeKalb County Builder's Association would be meeting to discuss the questions brought forth by the Association.

Executive Director Capek said that the new proposal submitted by DeKalb Associates suggested exchanging the two western baseball diamonds located at Katz Park for 4.9 acres of the Twombly development, and an additional 35.4 acres for the development of a multi field baseball complex. Director Capek expressed her disappointment with the new proposal explaining that DeKalb Associates had no intention of developing the baseball complex. She also said that as defined by the Park District code, real estate owned by the District could only be exchanged for other real estate if the property is of equal or greater value and if suitable for park purposes without additional cost to the District.

Director Capek explained that the developers were interested in the exchange of land because it was easier to sell homes not located adjacent to lighted ball fields.

Commissioner Teboda expressed that he was not in favor of the exchange proposal and commented that exchanging 2 developed ball fields for non-development land was not in the District's best interest.

Director Capek and the Board expressed that they would consider the exchange of property if DeKalb Associates would develop the baseball complex.

Commissioner Mason asked Asst. Director Garrison's opinion. Asst. Director Garrison replied that exchanging a portion of that land, donated to the District by the Katz family, could send a negative message and possibly impact future donations. He also added that eliminating the 2 western ball fields, the shelter house, and a portion of the parking area would create yet another special usage park, a problem the District was trying to eliminate.

Commissioner Teboda inquired about the request to expand the pool to accommodate 1,000 patrons. Director Capek said that the developers had commented that the cost to expand the pool to 1,000 was too excessive, but that they were willing to help the District in securing grants and designing a more economical pool complex.

Director Capek stated that the Department of Natural Resources (DNR) informed her that development grants were limited to \$400,000. She noted that the District would only consider ownership of the three detention ponds in park sites C1 and U and the path areas related to all parks if the pool complex was developed.

Director Capek noted that the proposed lake and wetlands were a large part of the dedication and that without a baseball or pool complex the dedication would not meet the requirements as outlined in the Land/Cash Ordinance.

The Board expressed their disappointment with the proposal. Director Capek stated that she would formulate a response to their proposal requesting that the District would only accept ownership of the lake and wetlands if the developers agreed to build a baseball or pool complex.

2. Agreement-Lincoln Highway Coalition

Director Capek reported that the Illinois Lincoln Highway Coalition had received a grant for the construction of interpretative gazebos. The agreement would allow a gazebo to be erected on 11th Street and Lincoln highway. The gazebo, she noted, would house interpretative panels explaining the history of Lincoln highway.

3. Agreement-City of DeKalb for Interpretive Gazebo

Director Capek stated that maintenance of the gazebo and interpretative signs were the City's responsibility. The District would only be responsible for the day-to-day maintenance of the gazebo and the landscaping of the area.

4. Attorney Recommendations

Director Capek reported that she, Commissioner Male, and Commissioners Mason had interviewed a series of attorneys and recommended the services of Angel, Glink, Diamond, Bush, DiCianni, & Krafthefer.

Director Capek said that current District Attorney Gary Cordes had viewed the letter of agreement specifying the terms of engagement, scope of representation, and fees.

5. Board Meeting Schedule for Fiscal Year 2008

Director Capek noted that the Board meeting schedule for FY 2008 was included in the board packet and inquired if there were any questions. There were none.

6. State of Illinois Purchasing Program

Director Capek stated that the Illinois Purchasing Program allowed significant discounts on large ticket items. She noted that bidding was not necessary because the lowest price was already established by the State. Asst. Director Garrison and Director Capek explained that the District would continue to purchase locally, and use the State program for large ticket items.

7. Caps for Sam: Request for Use of Band shell

Director Capek stated that Mary Overbey was requesting use of the band shell for the 2nd Annual Capd4Sam event scheduled at Hopkins Park in May. She noted that staff was comfortable with the request and that park policy required Board approval.

8. ReNew DeKalb

Asst. Director Small reported receiving an email from Jennifer Groce requesting input and support of the ReNew DeKalb Plan to revitalize downtown DeKalb.

Asst. Director Small stated that she had no specific recommendations.

Commissioner Volk stated that the plan was very general and commented that the District was not in the position to financially invest in the plan.

Asst. Director Small stated that she was currently attending the ReNew DeKalb meetings and would inform Groce that the District was not at the present moment in the position to financially support the plan.

9. Maintenance Plan Year Two Assessment

Asst. Director Garrison reported that the year two assessment of the maintenance plan provided the Board with specific information of all projects completed throughout the District in the last year.

Commissioner Mason commented that the report was well written and very informational.

Commissioner Teboda congratulated Garrison on implementing the tree removal programs and felt that the program could have prevented a life safety issue.

The Board was pleased with the plan and thanked Garrison and the maintenance staff for their work.

10. Distribute Section 4 Personnel Policies

Director Capek distributed Section 4 of the Personnel policies for the Board to review and discuss at the April meeting.

Director Capek reported that Representative Bob Pritchard and Senator Brad Burzynski were to attend the Legislative Breakfast scheduled for Monday, March 26 at River Heights Golf Course. The Board was invited to attend.

Director Capek also noted that all staff evaluations were complete and that raises would be reflected in the March 9 payroll.

DeKalb Park District
March 8, 2007
Public Meeting

BOARD MEMBERS PRESENT: President Dave Male, Commissioners Joan Hanson, Dave Mason, Mike Teboda and Matt Volk.

STAFF MEMBERS PRESENT: Executive Director Cindy Capek, Asst. Director Brad Garrison, Asst. Lisa Small, Josephine Knoble, Roger Huber, Bill Ryder, Colleen Belmont, and Scott deOliveira.

OTHERS PRESENT: Dennis Swafford.

I. Meeting Called to Order

President Male called the March 8, 2007 public meeting to order at 7:00 pm. Commissioner Teboda seconded the motion and all members voted unanimously in favor.

II. Approval of Agenda

Commissioner Mason made a motion to approve the March 8, 2007 agenda. Commissioner Teboda seconded the motion and all members voted unanimously in favor.

III. Minutes from Previous Meetings

Commissioner Teboda requested that the word “stared” under the “Reconvene Public Meeting” portion of the minutes be amended to “stated”. Knoble noted the change.

Commissioner Teboda made a motion to approve the February 1, 2007, February 6, 2007 and February 7, 2007 special board minutes and the February 8, 2007 study session and public meeting board minutes. Commissioner Mason seconded the motion and all members voted unanimously in favor.

IV. Correspondence

Commissioner Teboda read a letter from Lisa Anger thanking Asst. Athletic Director Myles for his help and encouragement while she was coaching her daughter’s 3rd & 4th grade basketball team.

Athletic Director Ryder reported that Myles was the recipient of the Director of the Year award and that he was recognized with a distinguished service award.

V. Business from the Floor

There was none.

VI. Old Business

A. Ordinance 07-03, FY2008 Budget and Appropriation Ordinance

Asst. Director Small reviewed the FY2008 Budget and Appropriation Ordinance and noted that it would be filed at the County for 30 days. She also stated that a public hearing would be held in April to allow questions and/or comments from the public.

B. Approve City of DeKalb Agreement

Director Capek stated that the City of DeKalb was asking District approval for the erection of an interpretive gazebo at 11th Street and Lincoln Highway.

Commissioner Teboda made a motion to approve the erection of the gazebo. Commissioner Hanson seconded the motion and all members voted unanimously in favor.

Commissioner Volk also clarified that the agreement included the removal of the existing gazebo.

C. Approve Letter of Agreement with Ancel, Glink, Diamond, Bush, DiCianni, & Krafthefer, P.C.

Director Capek stated that the letter of agreement was discussed during the study session and that she, and Commissioners Volk and Mason had met with several law firms. She added that the Ancel, Glink law firm came highly recommended and that they represent numerous park districts throughout the Chicago land area. She also stated that the agreement was not a contract and that both parties could terminate the relationship at any time.

Commissioner Teboda made a motion to approve the letter of agreement with Ancel, Glink. Commissioner Volk seconded the motion and all members voted unanimously in favor.

VII. New Business

A. Approve Lincoln Highway Coalition Agreement

Director Capek recommended approval of the agreement with the Lincoln Highway Coalition for the erection of an interpretive gazebo at 11th Street and Lincoln Highway.

Commissioner Volk made a motion to approve the Lincoln Highway Coalition Agreement. Commissioner Mason seconded the motion and all members voted unanimously in favor.

B. Approve Board Meeting Schedule

President Male stated that the FY2008 Board meeting schedule was provided in the Board packet and discuss during the study session.

Commissioner Mason made a motion to approve the FY2008 Board meeting schedule. Commissioner Hanson seconded the motion and all members voted unanimously in favor.

C. Approve Resolution 07-04 State of Illinois Joint Purchasing Program

Director Capek explained that Resolution 07-04 allowed the District to participate in a joint purchasing program with the State of Illinois. Participating parties, she added, would be able to purchase large ticket items such as equipment and vehicles at lower costs.

Commissioner Volk made a motion to approve Resolution 07-04. Commissioner Teboda seconded the motion and all members voted unanimously in favor.

D. Approve Caps4Sam Request

Director Capek stated that Caps4Sam was requesting the use of the band shell for their May event.

Commissioner Hanson made a motion to approve usage of the band shell by Caps4Sam during their May event. Commissioner Volk seconded the motion and all members voted unanimously in favor.

E. Approve 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

Commissioner Teboda inquired about the \$5,700 farm loader. Asst. Director Garrison replied that the front loader bucket would be attached to a tractor and utilized by the Maintenance Department.

D. Budget/Actual Report

Asst. Director Small reported that the total in the budget/actual were not yet finalized and that accounts payable would remain open for another week in order to account for all fiscal year end expenditures.

The Board reviewed and approved the voucher list of bills totaling \$105,131.76.

IX. Committee and Staff Reports

A. IAPD-Dave Mason

Commissioner Mason reported that he attended a March 7 conflict resolution and case study workshop sponsored by the Illinois Association of Park Districts (IAPD).

B. Ellwood House-Dave Male

No report.

President Male stated that for the twelfth year in a row Lisa Small was awarded the Certificate of Achievement for Excellence in Financial Reporting. President Male also thanked Josephine Knoble for her assistance.

Asst. Director Small thanked the Board and Josephine Knoble for their continuous support.

C. Plan Commission-Mike Teboda

No report.

D. Nehring Center-Matt Volk

Commissioner Volk reported the opening of the "Little Black Dress" exhibition on March 1. He expressed that the displays black dresses showing the evolution of 20th century fashion were impressive.

Commissioner Volk reported that the Nehring Center Committee President Harold Kafer would be attending the Board meeting in April.

Recreation Director Belmont reported that over 20 District staff members were CPR trained and certified. She also reported that a ballroom dance night was scheduled for Friday, March 9, 2007 in the Terrace Room.

Asst. Director Small reported that staff had attended a communication and team building training session offered by the Employee Assistance Program. She also reported attending the State's Attorney Fraud seminar and that she and Knoble had attended an HR Seminar that focused on electronic correspondence and communication.

River Heights Superintendent Huber reported that the Kishwaukee College Landscape class had presented various ideas on how to beautify the pathway from the parking lot to the clubhouse. Huber and Capek expressed that they were impressed with the plans and that the District had received the equivalent of thousands of dollars in plans and concepts at no cost.

Asst. Director Garrison reported that he and Parks Foreman Anderson attended a landscaping training session and that several staff was scheduled to attend various training sessions.

Director Capek reported that shelter rentals were available to the public as of March 1 and reported that all organization were contacted and were in the process of finalizing their summer events. Asst. Director Garrison thanked deOliveira for all his work as chairman of the Shelter House Committee.

X. Move to Executive Session for Discussion of Minutes of Closed Sessions

At 7:37 pm Commissioner Teboda moved to go into closed session for the purpose of reviewing Executive Session minutes pursuant to Section 2(c)21 of the Illinois Open Meetings Act. Commissioner Hanson seconded the motion and all members voted unanimously in favor to a roll call vote.

XI. Reconvene Public Meeting

Commissioner Teboda motioned to return to the public meeting at 7:43 pm. Commissioner Hanson seconded the motion and all members voted unanimously in favor.

President Male stated that the Board met in closed session for the purposes of discussing closed session minutes. The Board approved said minutes.

Commissioner Teboda motioned to approve the Executive Session minutes of December 14, 2006 and February 8, 2007. Commissioner Volk seconded the motion and all members voted unanimously in favor.

XII. Adjournment

Commissioner Volk made a motion to adjourn the March 8, 2007 public meeting at 7:51 pm. Commissioner Mason seconded the motion and all members voted unanimously in favor.

