

**DeKalb Park District
February 7, 2013
Study Session**

BOARD MEMBERS PRESENT: President Joan Berkes Hanson, Commissioners Dave Mason, Mike Teboda and Phil Young. Commissioner Mario Fontana was absent.

STAFF MEMBERS PRESENT: Director Cindy Capek, Asst. Director Brad Garrison, Asst. Director Lisa Small, Scott deOliveira, Jane Holdridge, Roger Huber, and Josephine Knoble.

OTHERS PRESENT: David Patzelt of Shodeen, Roger Hopkins, City Consultant, Per Faivre, Dag Grada, Ron Cress, Keith Nyquist, Angela Bollinger, Don Franzene, Dean Holliday, Dave Thomas, Bessie Chronopoulos, Marvin Levinsky, Stephen Clark, Mary Wiegele, Katie Wiegele, Laura Smart, Roger Cohn, Don Irving, Mary Lincoln, and Bryant Irving.

The February 7, 2013 study session was called to order by President Joan Berkes Hanson at 6:00 p.m.

Irongate: Proposed Park Dedications

Director Capek explained that the Board had last met with David Patzelt of Shodeen at the November 2012 Board meeting to give input on the preliminary plans for the Irongate proposed park dedications.

Since that meeting, the School District had proposed an 8 acre site for the construction of an elementary school that would be adjacent to the proposed 7.1 acres Park District site. The developer, she noted, was proposing that the proposed park size be reduced from 7.1 acres to 6.8 acres to accommodate the School District request. The Board was not in favor of the reduction in acreage and proposed a 10 acre site adjacent to the school site that would allow space for a playground and an area for recreational activities.

The 8.4 acres proposed park site, with approximately 4 acres of usable land, was not acceptable to the Board. The District, she added, could give credit for a portion of the detention area if the developer agreed to enlarge the park by incorporating the lots running parallel to it and with the understanding that engineering of the detention area would be reviewed with District staff.

Patzelt explained that the detention area as part of the proposed 8.4 acre park holds water during storms, but quickly dries and could be usable for recreational purposes.

Commissioner Mason asked if the detention area could be easily mowed. Patzelt explained that detention areas were designed to drain within 48 to 72 hours and that the slope of the area would be designed to accommodate mowing equipment.

President Hanson asked if the District was currently in possession of other detention areas such as the one being proposed in the Irongate Subdivision Plan. Asst. Director Garrison explained that the District currently maintained the detention area at Kensington Park which has a multitude of erosion issues.

Garrison noted that he was in favor of the 8.4 park expansion, but advised the Board not to expect the detention area to be a viable area for recreation, since they fail over time. Garrison noted that with the proper engineering it would be feasible to consider the dry detention. Patzelt commented that he would work with staff on the engineering and would be happy to show them successful park sizes with "dry" detention areas.

President Hanson inquired about the slope of the detention area. Patzelt stated it would be approximately a 5 foot gradual slope to the bottom. Garrison noted that a similar detention area was also located at Gwendolyn Brooks Park.

Director Capek also noted that the land being considered in the proposed 13.3 acres site would be six feet from the high water line of the pond and would not include the small finger of land located south of the property. Also, the Board agreed to a connective bike trail throughout the development that would be installed by the district at the time of park development and maintained by the District.

Commissioner Teboda asked Asst. Director Garrison about the cost to maintain the pathway if the Board decided to accept it as part of the Land/Cash Agreement.

Asst. Director Garrison noted that the District would be faced with approximately \$1.7 million in paving expenses in the near future, but explained that if the proposed pathway was constructed by the developer, it would be added to the general maintenance duties of the District.

Commissioner Teboda also asked about the average life span of a pathway. Garrison noted that the lifespan of a pathway depended on a multitude of factors such as: construction, usage, weather, etc., but that the average life span was approximately 15 to 20 years.

Director Capek then addressed the proposed park sites under 2 acres and explained that those sites were not acceptable by the District. The District was in agreement with the Developer's decision to combine two of the small parks to a 2.2 acres site. The Board was also in agreement with its location.

Capek also noted that the Board and Developer were in agreement that all ponds and storm infrastructure would be the responsibility of the homeowners and that park sites would be developed in phases during the construction of the subdivision.

President Hanson asked about the total acreage being offered to the District. Patzelt replied approximately 35 acres in total.

Asst. Director Garrison inquired if the population total of the subdivision had changed since the plan was first presented. Patzelt replied that it had not.

Director Capek stated that the projected required park land dedication was calculated at approximately 48 acres. The current estimated total of the proposed sites was approximately 35 acres. The remaining balance would be satisfied with a cash donation that would be utilized to develop the parks within the Irongate subdivision.

DeKalb County Forest Preserve Trail: Proposed Restoration Adjacent to the County Farm Woods Forest Preserve

President Hanson read a letter from Terry Hannan, Superintendent of the DeKalb County Forest Preserve asking that the Park Board and Com Ed allow the Forest Preserve District to plant and maintain native prairie, shrubs and low growing trees along the DeKalb Park District Nature Trail located adjacent to the County Farm Woods Forest Preserve. The letter listed the variety of native plantings the Forest Preserve intended to plant along the trail and its intent to have volunteer participation along with participation from Com Ed and the Park District to restore the trail. There was consensus to work with the Forest Preserve on the project.

Other Discussion

Director Capek noted that the DeKalb Park District was recognized at the 2013 IAPD/IPRA Awards Luncheon as an Illinois Distinguished Park & Recreation Accredited Agency. Capek noted that it was a District wide effort and thanked staff.

Commissioner Mason explained that this achievement is the highest award an agency can receive from its peers.

The Board congratulated and thanked staff for their commitment to meeting this special achievement.

Director Capek reviewed a letter from City Manager Mark Biernacki explaining that the City was in the process of investigating whether a portion of the City would qualify as a redevelopment project area and adopt tax increment financing (TIF) for that area.

The areas being considered were properties on the west side of Sycamore Road, between Greenwood Acres Drive and Barber Greene Road. The areas included a neglected residential property, the former Small's Furniture City, and a warehouse owned by Northern Illinois University.

The letter explained that the purpose of the proposed TIF program was to promote private investment and redevelopment of the properties and to enhance the tax base of the community.

Commissioner Mason noted that in April he would be stepping down as Park District Board member after 32 years, but intended to finish his term with the Illinois Distinguished Park & Recreation Accreditation Committee. He asked that the Board consider and approve reimbursement for mileage to attend a total of 4 more meetings. There was no response.

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BOARD MEMBERS PRESENT: President Joan Berkes Hanson, Commissioners Dave Mason, Mike Teboda and Phil Young. Commissioner Mario Fontana was absent.

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I. Meeting Called to Order

President Hanson called the February 7, 2013 public meeting to order at 7:00 p.m.

II. Approval of Agenda

Commissioner Teboda made a motion to approve the February 7, 2013 agenda. Commissioner Young seconded the motion.

Commissioner Mason asked that the agenda be amended to discuss the pool under Old Business Item D, and to review payments to PHN Architects under Old Business Item E. Commissioner Teboda also requested to remove Item V-Service Award Presentation from the agenda.

Commissioner Mason made a motion to approve the amended agenda. Commissioner Teboda seconded the motion and all members present voted unanimously in favor.

III. Approve Minutes from Previous Meeting

A. Study Session and Public Meeting of January 9, 2013

Commissioner Mason made a motion to approve the study session and public board meeting minutes of January 9, 2013. Commissioner Teboda seconded the motion.

Commissioner Mason explained that he was not comfortable with the approval of the AIA agreement at the January 9, 2013 meeting and wanted clarification on the document. Mason felt that the decision to approve the AIA document should have required a roll call vote which was not taken.

President Hanson explained that the AIA document is a contract between the District and PHN Architects for architectural and engineering costs for the construction of a new Hopkins pool.

Commissioner Mason asked about the contract fees and how much was paid out to PHN Architects to date.

Director Capek noted that the proposed \$439,000 or 8.9% was based on the estimated construction cost of \$5 million with a credit of \$6,000 for work completed in connection with the PARC grant.

Commissioner Mason requested that the January 9, 2013 Board minutes be amended to include the compensation calculation as explained above by Capek. Capek also noted that the AIA proposed \$439,000 fee also included the Construction Manager fees.

Commissioner Young made a motion to amend the January 9, 2013 public meeting minutes to include language explaining that the proposed \$439,000 or 8.9% in architectural, engineering and construction manager fees was based on the estimated pool construction cost of \$5 million with a credit of \$6,000 for work completed in connection with the PARC grant. Commissioner Mason seconded the motion and all members present voted unanimously in favor during a roll call vote.

B. Budget Workshop January 16, 2013

Commissioner Mason made a motion to approve the budget workshop minutes of January 16, 2013. Commissioner Teboda seconded the motion and all members present voted unanimously in favor.

IV. Correspondence

Copies of letters from City Manager Mark Biernacki informing the Park District of the City's intention to investigate two areas for TIF consideration were discussed during the study session portion of the meeting.

V. Business from the Floor

DeKalb resident Ron Cress expressed his discontent with the Park District Board and staff for not trying to stop the clear cutting of the Nature Trail by Com Ed in late November. Cress also stated that, in his opinion, the District has demonstrated little interest in citizen volunteerism.

DeKalb resident Bessie Chronopoulos asked for clarification on the voting practices of the Park Board. Director Capek read from the Illinois Park District Law Handbook that "Unlike the law affecting municipalities, park district law does not appear to require votes to be taken by the "yeas" or "nays" of each member. However, it is advisable that votes taken on matters creating liabilities or expenditures be taken by roll call. Any member of the board can request that the vote be taken by a roll call."

VI. Old Business

A. Approve Merit Pool

Director Capek explained that at the January 16, 2013 board meeting, the Board was presented with recommendations for a merit pool for employee increases based on performance.

Commissioner Teboda made a motion to approve an allocation of \$35,000 for merit increases for full-time staff based on performance. Commissioner Mason seconded the motion and all members present voted unanimously in favor during a roll call vote.

B. Update on Nature Trail

Commissioner Young explained that fourteen people were part of the DeKalb Nature Trail Working group and highlighted the January 29, 2013 meeting as follows:

- The DeKalb Nature Trail Working Group initiated and under the authority of the DeKalb Park District is comprised of citizens, experts in native plants and trail restoration, elected officials, staff, and company officials. Members include residents of DeKalb, DeKalb County Forest Preserve Staff and Commissioner, DeKalb Park District Staff and Commissioners, and representatives from Com Ed.
- The goal/mission was defined: To create an exceptional and sustainable native plant demonstration area along the entire course of ComEd's easement from North First Street to Sycamore Road that allows access to the power lines by Com Ed maintenance by utilizing the resources of participant groups. The Trail Working Group was in agreement with the mission.
- The DeKalb Nature Trail group highlighted the importance of keeping the public informed. It was agreed that upon approval of meeting minutes by the group, minutes will be posted to the DeKalb Park Districts website. When finalized, the plan will be shared with the public via a "community meeting". Notice of the public meeting will be posted on the Park District website and shared with the media via press releases. In addition, as work projects are initiated they will be publically announced.
- Various opportunities and resources were discussed and it was noted that the group would work as a team, in an open honest forum. It was realized that the final plan may not address every individual's concerns or needs, but by focusing on an exceptional and sustainable restoration effort, the end product would provide positive results for the entire community.
- Discussion focused on the "steps" necessary to construct a formal plan to include timelines and oversight as well as resources for plan implementation.
- The first step in the process will be an assessment of the trail which will occur on Feb. 7, 2013 by members of the Nature Trail Group. The trail has many unique characteristics and opportunities that will impact the choices for restoration. The group was provided suggestions from the Citizen group as well as a breakdown of "like" natural areas provided by Com Ed. This material will be referenced during the assessment.

- The DeKalb Nature Trail Working Group will meet every two weeks for up to two months with the next meeting scheduled for Feb. 18, 2013.
- The DeKalb Nature Trail Restoration Group shares an enthusiasm and positive outlook on the development of the Restoration Plan.

Lastly, Commissioner Young stated that agendas and minutes from the DeKalb Nature Trail Working Group meeting would be posted on the District website.

DeKalb resident Angela Bollinger stated that she has repeatedly requested that the Nature Trail be added as an agenda item and noted that the community has many questions that have been unanswered.

President Hanson stated that she has answered phone calls, emails and written requests in regards to the Nature Trail and was not sure what Bollinger was referring to. President Hanson explained that community comment and/or questions were welcome during the Business from the Floor portion of the public meeting. The remaining portion of the public meeting was dedicated for Board and staff discussion.

Bollinger asked that the Board break protocol and answer a few of the questions the community has compiled.

Commissioner Teboda stated that he was tired of the false accusations made to the Park Board and that he had nothing to hide and would answer any questions the community had. The Board was in agreement.

Bollinger distributed a series of 20 questions to the Board.

Bollinger asked if the Park District was willing to commit to fully restoring the nature trail to meet the community's expectation, and not ComEd's. President Hanson explained that the easement held by Com Ed gave them certain rights and that she could not promise that the restoration would meet the expectations of the entire community. Hanson pledged to create an exceptional restored trail with native plantings that also met ComEd's height requirements.

Bollinger also explained that the Illinois Association of Park Districts sent an email indicating that they would be giving away 100,000 free tree saplings in April 2013 as part of its Million Trees project and asked if the Park Board intended to participate in the program.

President Hanson explained that she consulted Terry Hannan, Superintendent of the DeKalb County Forest Preserve in regards to the free tree saplings. Hannan explained that those trees would not work on the Nature Trail and would exceed Com Ed's height requirements. Hanson noted that the free samplings provided by IAPD would be planted by the District's Parks, Planning & Development Department in order areas throughout the District.

President Hanson explained that the process would not be easy or quick and that the Park District, Com Ed, and DeKalb Forest Preserve were working together to plan for the restoration of the Nature Trail.

President Hanson stated that because of time constraint, the remaining questions would be answered in writing. Hanson asked if Commissioner Young would be willing to provide answers to the remaining questions. Commissioner Young agreed.

C. Golf Course Irrigation Systems

Commissioner Mason explained that he and President Hanson met with staff during this past summer to discuss marketing, events, projects and ways to improve District golf courses.

Commissioner Mason also explained that replacement of the irrigation system at River Heights Golf Course would cost the District approximately \$1 million and requested that the Board take into consideration allowing staff to install the irrigation system in house.

Commissioner Mason requested that staff investigate the cost and feasibility of the project. Director Capek suggested that the system and project be evaluated by a professional service.

Commissioner Teboda noted that the District was still paying debt on the Sports and Recreation Center and will also be soon paying for the construction of a new pool. Teboda felt that the irrigation system project should be postponed until the SRC debt was paid off in 2019.

The Board will continue discussion on the matter at the April meeting.

D. Pool Discussion

President Mason requested that payouts to PHN Architects related to the pool project be highlighted in the next vendor list of bills. Staff agreed to highlight those expenditures.

Commissioner Mason distributed to the Board a pool comparison showing data on the current pool and a proposed drawing from PHN Architects. The comparison also provides information on pool size recommendations per population from the National Recreation and Park Association (NRPA).

VII. New Business

A. Independent Review of Com Ed Easement

Commissioner Young asked that the Board consider having the Nature Trail Easement read by a second attorney to make sure the document was interpreted correctly. The Board agreed to have the easement read by a local attorney to obtain a second opinion at an expense not to exceed \$1,000.

B. Approval Tentative Budget for FY2014

Asst. Director Small requested that the Board approve the FY2014 Tentative Budget. Small noted that the Board could amend the Appropriation Ordinance if there were any changes. Commissioner Mason asked how much was being proposed for expenses associated with the pool project. Small replied that approximately \$375,000 was allocated for pool expenses in FY2014.

Commissioner Mason made a motion to approve the Tentative Budget for FY2014 with a copy to be made available for public inspection thirty days prior to final action. Commissioner Young seconded the motion and all members present voted unanimously in favor.

C. Set Date for Budget Public Hearing

Asst. Director Small requested that the Board set a date for a budget public meeting.

After some discussion, the Board re-scheduled the March 14, 2013 board meeting to Thursday, March 21, 2013 with the study session to begin at 6:00 p.m. and the public meeting to begin at 7:00 p.m. The Board also agreed to hold the Budget Public Hearing meeting on Thursday, March 21, 2013 at 7:00 p.m.

Small noted that a public notice will be posted in the local paper a week prior to the meeting.

Commissioner Teboda motioned that the DeKalb Park District will hold a public hearing on the 21st of March, 2013 at 7:00 p.m. for the purpose of receiving public comments on the proposed budget for Fiscal Year 3/1/2013-2/28/2014. Commissioner Young seconded the motion and all members present voted unanimously in favor.

D. Approve Projects over \$10,000: Professional Services Contract for the Hopkins Community Center Roof Replacement Project

Asst. Director Garrison explained that the Hopkins Community Center was in need of a new roof and recommended approval of the \$11,100 services to be completed by Wiss, Janney, Elstner Associates Inc.

Commissioner Mason made a motion to approve the Professional Services Agreement with Wiss, Janney, Elstner Associates Inc. for professional design and field services for the replacement of the roof at the Hopkins Community Center in the amount of \$11,100. Commissioner Teboda seconded the motion and all members present voted unanimously in favor during a roll call vote.

VIII. Financial Reports

A. Cash & Investment

There were no questions.

B. Purchase Orders

There were no questions.

C. Invoices

The Board reviewed and approved the list of bills totaling \$32,922.24.

D. Budget/Actual Report

There were no questions.

IX. Committee and Staff Report

A. IAPD-Dave Mason

President Mason noted that he attended the 2013 IAPD/IPRA Conference held in Chicago at the end of last month.

B. Ellwood House-Cindy Capek

No meeting was held in January.

C. Plan Commission

No report.

D. Staff Reports

There were no comments.

X. Adjourn Public Meeting to go into Executive Session

Commissioner Mason made a motion to move into Executive Session at 9:07 p.m. for the purpose of discussing the purchase or lease of property pursuant to Section 2(C) (5) of the Illinois Open Meetings Act. Commissioner Teboda seconded the motion and all members present voted unanimously in favor during a roll call vote.

XI. Reconvene Public Meeting to Approve Release of Executive Session Minutes

Commissioner Young made a motion to reconvene to the public meeting at 9:35 p.m. Commissioner Mason seconded the motion and all members present voted unanimously in favor.

President Berkes Hanson stated that the Park Board of Commissioners met in Executive Session at 9:07 p.m., at the Hopkins Community Center for the purpose of discussing the acquisition or purchase of property pursuant to Section 2(C) (5) of the Illinois Open Meetings Act.

XII. Adjourn Public Meeting

Commissioner Young made a motion to adjourn the February 7, 2013 public meeting at 9:36 p.m. Commissioner Mason seconded the motion and all members present voted unanimously in favor.