

DeKalb Park District
June 12, 2014
Study Session

BOARD MEMBERS PRESENT: President Phil Young, Commissioners Per Faivre, Dean Holliday, Bryant Irving and Keith Nyquist.

STAFF MEMBERS PRESENT: Executive Director Jason Mangum, Lisa Small, Brad Garrison, Josephine Knoble, Jane Holdridge, Colleen Belmont, Scott deOliveira, Roger Huber, Bill Ryder, Josh Clark, and Autumn Kelly.

OTHERS PRESENT: Park District attorney Jim Rock, Courtney Russell, Katie Roley, Melissa McAvoy, Tia McMaster, Lorraine Daly, Rebecca Marungo, Maria Marungo, Kylee Ackland, Erick Salazar, and Dag Grada.

President Phil Young called the June 12, 2014 study session to order at 6:01 p.m.

Introduction of Executive Director

Board President Phil Young introduced the District's newly hired Executive Director Jason Mangum and stated that the Board was looking forward to working with him.

Jason Mangum thanked the Board and stated that his first week was full of learning about the District. He expressed being excited to be a part of the community and looked forward to working with staff and the Board.

Presentation: Reality Teens "Youth For A Positive Change"

A group of teenagers, part of the DeKalb County Health Department's initiative to promote a Smoke-Free County, presented various data on the harmful effects of tobacco use and on the number of people that have died from 1st and/or 2nd hand smoking in the US.

They noted that cigarette filters are non-biodegradable, harmful to the environment and to people even when exposure occurs in the outdoors. They presented two cylinders full of cigarette filters and cigarette related packaging collected at Katz Park to demonstrate how prevalent smoking is in DeKalb County.

Their initiative of working towards a smoke free City is to educate local agencies on the harmful effects of smoking and asked that the Board help support their initiative by installing smoke free signage in all District parks, playgrounds and facilities and to create policies against smoking.

President Young asked if they had spoken to other local government agencies as well. They explained that the DeKalb Park District was the first local agency they had presented to and that they would be attending other agency meetings in the near future.

The Board thanked them for their presentation.

Police Enforcement of Park Ordinances

Superintendent of Parks & Development Brad Garrison explained that the City of DeKalb and the Police Department requested to discuss the handling of various issues that occur on District properties. Garrison noted that he met with City and Police representatives to discuss the development of an

Intergovernmental Agreement to authorize the City and Police Department to take action with regards to complaints, trespassing issues, relocation of vehicles, arrests, etc. on all properties under control and ownership of the DeKalb Park District.

Commissioner Irving asked how vandalism or problems at District properties would be dealt with. Garrison noted that in the past, he would be informed of issues and would file a complaint with the DeKalb Police Department. Most often these issues would occur in the middle of the night or during off hours. Garrison stated that a Common Area Patrol/No Trespass Enforcement Intergovernmental Agreement was developed between the District and the City of DeKalb authorizing and requesting that the City utilize its Police Department and City employees to issue no-trespass warnings and arrests, patrol common areas and report cars for relocation.

Athletic Supervisor Bill Ryder noted that there are circumstances when vehicles are left in district parking lots overnight. The Board stated that Park Staff will have to inform City Police of any approved overnight circumstances.

The Board thanked Garrison.

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Public Meeting

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STAFF MEMBERS PRESENT: Executive Director Jason Mangum, Lisa Small, Brad Garrison, Josephine Knoble, Jane Holdridge, Colleen Belmont, Scott deOliveira, Roger Huber, Bill Ryder, Josh Clark, and Autumn Kelly.

OTHERS PRESENT: Park District attorney Jim Rock, Dag Grada, Shawn Davis, Drake Davis, John Tobias, Katie Dahlstrom, Gail Hayenga, Rich Rice, Lynn Neeley, Dale Lodey, Regina Harris, Dawn Cosentino and Hardy Henigan.

I. Meeting Called To Order and Pledge of Allegiance

President Phil Young called the June 12, 2014 public meeting to order at 7:03 p.m. All present recited the Pledge of Allegiance.

II. Action on the Agenda

Commissioner Bryant Irving made a motion to approve the June 12, 2014 agenda. Commissioner Faivre seconded the motion.

Commissioner Nyquist requested that the agenda be amended by adding Item H, Board Comments-Hopkins Park, under the New Business portion of the agenda. Commissioner Faivre made a motion to approve the June 12, 2014 amended agenda. Commissioner Holliday seconded the motion.

Commissioners Dean Holliday, Keith Nyquist, Per Faivre, Bryant Irving and Phil Young voted unanimously in favor.

III. Action on Minutes from Previous Meetings:

a. Special Board Meeting of April 25, 2014; April 26, 2014; April 27, 2014; April 28, 2014; April 29, 2014; May 3, 2014; May 28, 2014

Commissioner Keith Nyquist made a motion to approve the April 25, 2014; April 26, 2014; April 27, 2014; April 28, 2014; April 29, 2014; May 3, 2014 and May 28, 2014 special meeting board minutes. Commissioner Per Faivre seconded the motion.

Commissioners Dean Holliday, Keith Nyquist, Per Faivre, Bryant Irving and Phil Young voted unanimously in favor during a roll call vote.

b. Study Session and Public Meeting of May 8, 2014

President Young explained that he was not questioning if it had been Frank Beierlotzer who commented at the May 8, 2015 and noted that he and Mr. Beierlotzer are acquaintances and that he was certain that it had not been him. He also noted that the Board decided not to hold a public input meeting in regards to

the OSLAD grant and requested that the May 8, 2014 minutes be amended accordingly. Finance Administrator Josephine Knoble noted the changes.

Commissioner Nyquist made a motion to approve the amended May 8, 2014 board minutes. Commissioner Faivre seconded the motion.

Commissioners Dean Holliday, Keith Nyquist, Per Faivre, Bryant Irving and Phil Young voted unanimously in favor during a roll call vote.

IV. Correspondence

There was none.

V. Public Comments

DeKalb resident John Tobias thanked the Park Board and staff for their response in providing the community with a temporary dog park. There was a round of applause.

He then asked that the Board take into consideration expediting the plans for a larger and more permanent dog park since the current one was too small to accommodate community demand.

Tobias noted that he had spoken to new Executive Director Mangum who informed him that his former District in Novi, Michigan had just completed the construction of a new dog park.

Tobias stated that there was also a need for a water source and shaded area. Dog owners were currently bringing water bowls and small pools to help cool off their pets, but that all objects were brought home at the end of the evening, as requested by park staff.

Tobias provided the Board with information on a dual dog watering fountain for the Board to take into consideration.

Other members in the audience also thanked the Board for the temporary dog park, noting that it was a safe place for dogs to exercise and play with other dogs. There were also numerous requests for the Board to consider a larger and more permanent dog park that incorporated play features, water features, and shaded areas.

Lastly, the dog group thanked staff for providing picnic tables in the park and President Young thanked everyone for their positive comments.

VI. Old Business

a. Action to approve Recording Secretary to the Board

Commissioner Nyquist explained that the Board had decided on a recording secretary to take minutes at public board meetings. Patricia Raih would attend the July meeting and be compensated a flat fee of \$60 per meeting.

Commissioner Irving made a motion to approve Patricia Raih as recording secretary at a fee of \$60 per meeting. Commissioner Holliday seconded the motion.

Commissioners Dean Holliday, Keith Nyquist, Per Faivre, Bryant Irving and Phil Young voted unanimously in favor during a roll call vote.

b. Hopkins Pool Consideration Committee Report

Commissioner Faivre reported that the Hopkins Pool Consideration Committee had met for several months to discuss the history, collect data, and research different options for the renovation or replacement of the Hopkins pool.

Faivre noted that the final report was completed and thanked Commissioner Nyquist for his work on compiling the document.

The intent of the report, Faivre added, was to provide the Board with information to help move forward with a decision on the future of the Hopkins Pool.

President Young asked that Faivre read out loud the names of the committee members. Faivre read the names and President Young thanked the committee for their time and work.

Commissioner Nyquist shared the following information from the document noting that it would cost approximately \$5 million to rebuild Hopkins pool, approximately \$1.8 million to replace the pumps and mechanicals, keeping it operational for 15-20 additional years, and approximately \$3 million to replace the pumps, mechanical system, and renovate the bathhouse.

President Young thanked Commissioners Faivre and Nyquist for their work.

Lastly, Commissioner Nyquist stated that the pool report would be available on the District's website.

VII. New Business

a. Action on Resolution 14-04: Transfer of Funds from the Recreation Fund to the General Fund

Commissioner Irving made a motion to approve Resolution 14-04: Transfer of Funds from the Recreation Fund to the General Fund. Commissioner Faivre seconded the motion.

Superintendent of Finance, Lisa Small noted that a transfer is recommended each year in conjunction with the closing of the fiscal year because the General Fund provides numerous services to the Recreation Fund such as administrative and maintenance activities.

Commissioners Dean Holliday, Keith Nyquist, Per Faivre, Bryant Irving and Phil Young voted unanimously in favor during a roll call vote.

b. Action on Resolution 14-05: Transfer of Funds from the Recreation Fund to the Debt Service Fund

Commissioner Nyquist made a motion to approve Resolution 14-05: Transfer of Funds from the Recreation Fund to the Debt Service Fund. Commissioner Holliday seconded the motion.

Superintendent of Finance, Lisa Small noted that this transfer is for partial payment of the interest due on the Sports and Recreation Center Alternate Bond.

Commissioners Dean Holliday, Keith Nyquist, Per Faivre, Bryant Irving and Phil Young voted unanimously in favor during a roll call vote.

c. Action on Ordinance 14-06: Prevailing Wage Ordinance

Commissioner Irving made a motion to approve Ordinance 14-06: Prevailing Wage Ordinance. Commissioner Faivre seconded the motion.

Small explained that approval of this ordinance is required by the State of Illinois each year to adopt local prevailing wage rates to be paid to laborers, mechanics, and other workers performing construction of public works for the DeKalb Park District.

Commissioners Dean Holliday, Keith Nyquist, Per Faivre, Bryant Irving and Phil Young voted unanimously in favor during a roll call vote.

d. Action on Purchases over \$10,000: Paving Bids for Hopkins Park, Nature Trail, Welsh Park

Commissioner Faivre made a motion to accept the bid and award the 2014 pavement improvements contract to Royer Asphalt Paving in the amount of \$79,079.70. Commissioner Irving seconded the motion.

Superintendent of Parks & Development Brad Garrison noted that that a total of \$83,000 was budgeted and approved by the Board for FY2015 pavement improvements and that bids were opened at 3:00 pm on June 10, 2014.

Commissioner Nyquist asked when the project would be completed. Garrison noted that the job would take approximately 3 weeks after it was scheduled.

Commissioners Dean Holliday, Keith Nyquist, Per Faivre, Bryant Irving and Phil Young voted unanimously in favor during a roll call vote.

e. Action on Purchases over \$10,000: Approve Hitchcock Design Contract for Lions Park

Commissioner Nyquist made a motion to approve the Hitchcock Design contract for Lions Park in the amount of 45,500. Commissioner Holliday seconded the motion.

Superintendent of Parks & Development Brad Garrison noted that Hitchcock Design Group developed, compiled and submitted the necessary documents for the OSLAD grant application to the Illinois Department of Natural Resources (IDNR) which resulted in the grant award of \$199,700.

He further noted that the professional service agreement, reviewed by legal, was the next phase of the project. This phase required A/E services for the creation of plans and specifications necessary for IDNR approval, permitting and the development of bid/construction documents.

Commissioners Dean Holliday, Keith Nyquist, Per Faivre, Bryant Irving and Phil Young voted unanimously in favor during a roll call vote.

f. Action on Purchases over \$10,000: Roof Repair River Heights Clubhouse

Commissioner Irving made a motion to approve the \$11,200 quote submitted by Standard Roofing Company for roof repairs. Commissioner Faivre seconded the motion.

Golf Superintendent Roger Huber noted that the scope of the project was to replace the composition shingles on the south side of the clubhouse roof and to repair visible damages to two sloped areas located on the south and north end of the roof.

Commissioner Nyquist asked if the entire roof needed replacement. Huber stated that HVAC issues would have to be addressed before replacing the entire roof and that the north side was currently in good condition.

Commissioners Dean Holliday, Keith Nyquist, Per Faivre, Bryant Irving and Phil Young voted unanimously in favor during a roll call vote.

g. Action on Purchases over \$10,000: Three Point Hitch Slit Seeder for Golf Operations

Commissioner Nyquist made a motion to approve the \$11,250 quote submitted by Redexim Turf Products for a Three Point Hitch Slit Seeder. Commissioner Faivre seconded the motion.

Roger Huber noted that this piece of equipment would greatly improve the ability of staff to reseed turf due to loss issues caused by weather.

Commissioners Dean Holliday, Keith Nyquist, Per Faivre, Bryant Irving and Phil Young voted unanimously in favor during a roll call vote.

h. Board Comments-Hopkins Park

Commissioner Nyquist reported that Com Ed would be performing vegetation maintenance in Hopkins Park and was concerned about the extent of the trimming since the Nature Trail incident.

Commissioner Holliday asked if Brad Garrison had spoken to ComEd representative about the scope of work. Garrison replied that he had and that he requested a written description explaining the scope of work, a copy of ComEd's certificate of insurance, advance notice of when the work would be performed, and information on how ComEd handles Box Elder trees.

Commissioner Nyquist stated that ComEd has plenty of money and should take into consideration placing the electrical lines located in Hopkins Park underground.

Commissioner Irving stated that he was concerned that ComEd would cut down trees in Hopkins Park and that he would be at Hopkins on the day of the project.

VIII. Financial Reports

a. Purchase Orders

There were no questions.

b. Invoices

Commissioner Nyquist made a motion to approve the financial reports, including the open invoices in the amount of \$176,062.55. Commissioner Irving seconded the motion.

Commissioners Dean Holliday, Keith Nyquist, Per Faivre, Bryant Irving and Phil Young voted unanimously in favor during a roll call vote.

c. Budget/Actual Report

Superintendent of Finance Lisa Small reported that the District has received 12% of its property taxes from the County.

Commissioner Holliday inquired if the Park District had also paid its property taxes. Small replied that the District is exempt from property tax.

Commissioner Nyquist asked how many property tax installments were paid annually. Small replied that the District typically receives approximately six property tax payments throughout the year with the final installment paid in November.

IX. Committee and Staff Reports

a. Ellwood House

No report.

b. Plan Commission

No report.

c. Pool Committee

No report.

d. Trails & Trees Committee

Commissioner Nyquist thanked Park Foreman Josh Clark for organizing the Nature Trail clean up day event. Nyquist reported that he and one resident attended.

e. Staff Reports

Commissioner Nyquist thanked staff for the successful Scholarship Golf Outing. Commissioner Holliday noted that it was very organized outing with lots of prizes and that he enjoyed attending it.

- X. Adjourn Public Meeting to go in to Executive Session for the purpose of discussing**
- a. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired pursuant to Section 2(c)(5) of the Illinois Open Meetings Act**
 - b. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees pursuant to Section 2(c)(1) of the Illinois Open Meetings Act**

c. The review of Executive Session minutes pursuant to Section 2(c)(21) of the Illinois Open Meetings Act

Commissioner Irving made a motion to move into executive session at 8:00 p.m. for the purpose of discussing: a. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired pursuant to Section 2(c)(5) of the Illinois Open Meetings Act, b. the appointment, employment, compensation, discipline, performance, or dismissal of specific employees pursuant to Section 2(c)(1) of the Illinois Open Meetings Act and c. the review of Executive Session minutes pursuant to Section 2(c)(21) of the Illinois Open Meetings Act. Commissioner Holliday seconded the motion.

X. Reconvene Public Meeting

The Board reconvened the open meeting at 8:53 p.m.

XI. Action on Executive Session Minutes

Upon returning, the board stated that it found it necessary to maintain the confidentiality of the executive session minutes of meetings that have occurred since May, 2013. Nyquist moved to keep the minutes confidential, and the motion was seconded by Irving.

Commissioners Dean Holliday, Keith Nyquist, Per Faivre, Bryant Irving and Phil Young voted unanimously in favor during a roll call vote.

XII. Adjourn Public Meeting

At 8:55, Holliday moved to adjourn, and the motion was seconded by Faivre. All commissioners voted 'aye'.