

**DeKalb Park District
August 8, 2013
Study Session**

BOARD MEMBERS PRESENT: President Phil Young, Commissioners Per Faivre, Don Irving and Keith Nyquist. Commissioner Mike Teboda was absent.

STAFF MEMBERS PRESENT: Interim Director Lisa Small, Asst. Director Brad Garrison, Colleen Belmont, Scott deOliveira, Jane Holdridge, Roger Huber, Bill Ryder, Tom Boyce, and Roger Olsen.

OTHER MEMBERS PRESENT: District Attorney Jim Rock, Steve Duchrow, Janet Berkes, Bryant Irving, Don Franzene and Phyllis Franzene.

President Phil Young called the August 8, 2013 study session to order at 6:04 p.m.

Hopkins Pool Discussion

President Young began the meeting by stating that this would be the second discussion of a series regarding Hopkins Pool. He explained that staff had provided input at the first meeting and that tonight's discussion had no real agenda. He invited all present to make additional comments on the pool.

Commissioner Don Irving agreed with Asst. Director Brad Garrison's comment from the previous pool discussion that the pool project be postponed until the Sports and Recreation Center debt was paid off in 2019; in the meantime, a firm plan could be developed. He felt that the current pool was satisfactory at this time and that staff should continue with projects to comply with ADA compliance.

President Young inquired as to whether, at that time, a new pool would be built or the current pool renovated.

Commissioner Irving suggested that the District make that decision based on the budget at that time. He also suggested that, should the pool be rebuilt, it should be covered. Irving noted that while there are other indoor pools in the area, he felt that the community would be in favor of a new pool that was at least partially covered, even if this meant that the new pool could not be a full aquatic center.

President Young inquired as to whether staff had ever performed a survey on the preferences of indoor versus outdoor pools.

Asst. Director Garrison replied that an inquiry had never been performed but noted that staff could conduct one if the Board felt it was necessary. A community survey was only performed in regards to an outdoor pool. This, Garrison noted was probably due to many conditions surrounding the building and maintenance of indoor pools, such as costs and environmental factors regarding the indoor atmosphere of such facilities.

President Young inquired as to whether the pool would have to remain in its current place or whether it could be moved elsewhere.

Asst. Director Garrison noted that, with additional time, these options could be more thoroughly explored.

President Young asked Garrison what aspects of the current pool might need serious maintenance attention if the rebuilding or renovation of the pool was postponed until 2019.

Garrison noted that all renovation projects were budgeted for in the capital projects fund.

Interim Director Lisa Small added that a recent example of a capital improvement was the boiler system. Small asked whether Garrison felt the filtration system might be the next replacement.

Asst. Director Garrison replied that the water slides were due for replacement before the filtration system and noted that they were checked every year with a thorough walk up and down to test for any unsoundness.

President Young suggested that in future discussion about pool design, the term pool capacity—instead of bather capacity—should be used as it is a more informative measure of community needs.

Young went on to note that the recent Board tours of the current pool with pool staff were very informative and that it had become clear that further plans for the pool must have a specified, minimum size in order to meet the needs of the community for another 40 years. If not, he continued, the District might be put into a position where a second pool be required; incurring costs which would not be in the best interest of the community or the District.

Commissioner Per Faivre added that while he felt it was good to hold discussion about an indoor pool, it should not be the only consideration. He noted that many community members go to the pool to sunbathe and that many enjoy the sun while swimming.

Faivre suggested that the Board discuss options for an indoor/outdoor design, potentially featuring an indoor pool attached to an outdoor seating and concessions area.

Commissioner Faivre agreed with Irving about postponing pool construction until 2019, but that a final plan for the pool should be in place at that time; waiting would allow for more brainstorming and greater flexibility for the plan, with five full years to make adjustments.

Commissioner Keith Nyquist noted that the issue of primary concern for the community at this time is the current aquatic center's locker rooms. Nyquist suggested that these be altered in the meantime.

Nyquist also expressed his opinion that the pool was not in a state requiring immediate attention and felt comfortable with the fact that there were plans in place, per Asst. Director Garrison's previous discussion, should there be any serious issues until 2019.

Commissioner Irving inquired as to whether the locker rooms could be remodeled when the pool closed for the season.

HPCC Director/Marketing Coordinator Scott deOliveira said that remodeling of the locker rooms would be feasible.

Commissioner Faivre asked Asst. Director Garrison about the condition of the pool's piping system.

Garrison briefly talked about options in assessing the condition of piping systems and presented the recent assessment of the current pool's piping system. He noted that there are limitations as to what can be seen with a camera due to the build-up of sedimentation, which can obscure the view of the piping. Problems with piping frequently occur from the outside in. Garrison explained that this is similar to what was found in the filtration building. In reviewing the assessment of the pool's piping system this year, the results were the same as the ones from the assessment a few years ago. Garrison noted that the existing distribution piping could be vacated and that pool inlets could be capped; this would allow for new distribution piping to be installed around the perimeter of the pool in whichever way the engineer would suggest ensuring that the circulation and filtration requirements of the state are met.

Commissioner Nyquist inquired as to whether replacing the piping would be considerably less expensive than building a new pool.

Asst. Director Garrison replied that if the Board so chooses, he could pursue this inquiry and noted that, in his opinion, past costs for the replacement of the piping system seemed high. He speculated that these costs were potentially influenced by conversations that had always surrounded the idea of a new facility altogether, and that if the Board was prepared to turn discussion toward what could be done to improve the existing facility, it would be possible to examine and pursue other options.

President Young asked Garrison whether he felt the replacement of the piping system could be completed in-house.

Asst. Director Garrison replied that it could be considered, but that work would have to be performed in accordance to plans proposed by design professionals. However, Garrison added, there would definitely be a cost savings to the District if the in-house replacement were pursued.

President Young asked for clarification in regards to the projected construction cost of the pool depicted in the PHN Architects schematic design as presented in March 2013. He asked whether the cost would be \$5 million or around \$6.3 million, as projected by PHN Architects. Young noted that he feels it is more realistic for both the Board and community to be prepared for this higher figure.

Interim Director Small replied that she thought the latter, higher figure was more accurate.

Asst. Director Garrison added that if the pool project was postponed until after the Sports and Recreation Center debt was paid off, the capital projects budget at that time would be very

different from the current budget, and that it could be feasible to accommodate a slightly more expensive pool facility that would accommodate community needs for the next 40-50 years.

Commissioner Faivre noted that costs are likely to increase annually, and that the District should expect a minimum cost increase of 2% each year.

Commissioner Irving added that, in his opinion, the public should be made aware that this higher cost of \$6 million or more, as opposed to \$5 million, is a more realistic cost for the project.

President Young inquired as to whether there could be discussion of a standard minimum pool capacity requirement for the District. He stated that, in his opinion, no plan for the pool could move forward if this figure was not resolved.

Commissioner Faivre replied that PHN Architects use 4% of the local population as a baseline for their pool capacity figures. He estimated that the figure for bather capacity would be 1,748 with 1,000 people actually in the water; the current bather capacity is 1,400.

Asst. Director Garrison noted that should the pool project be postponed, alternative pool sites could be explored and District staff would have time to provide better information to the community before a decision was made.

President Young added that the District would have many future options including renovations to expand the parking lots.

Commissioner Faivre suggested that the Board compose a list of minimum requirements for the pool project. He felt that having a pool capacity of 1,000 and a bather capacity of 2,000 could define minimum requirements. If Hopkins Park could not accommodate these requirements, then other sites could be explored.

Interim Director Small noted that PHN Architects were interested in facilitating dialogue in regards to the pool plan, as they remain very interested in the project.

President Young added that choosing a pool design should not primarily be about monetary considerations, but about meeting the needs of the community.

Commissioner Faivre suggested that the Board examine and present more than one pool design to the public. That way, if at a later date the original plan is rendered impossible due to budget concerns, one of the alternative designs could be pursued.

Interim Director Small suggested that staff research indoor facility costs and invited discussion on other issues for staff to research.

Commissioner Young suggested that staff compare indoor and outdoor facility costs as well as research various pros and cons of either option.

Commissioner Faivre added that facility filtration, pipes and flumes need to be addressed, and suggested that staff come up with estimates for these projects.

Asst. Director Garrison suggested that staff look into remodeling the current facility's locker rooms.

President Young questioned the impact of the pool project on the budget. He inquired as to whether the Five Year Plan needed re-evaluation, and asked staff what projects had been deferred or altered in deference to the proposed pool project.

Interim Director Small replied that many paving, irrigation and parks projects had been deferred. Small noted that the pool project was a major consideration in the Five Year Plan and that had it not been a budgetary concern, many projects would not have been deferred or altered as they had been.

Asst. Director Garrison added that the postponed projects also included those at the golf courses. He stated that though ADA projects had been budgeted for, there were some additional paving projects that require attention and would necessitate a shift in funds originally allocated elsewhere in the budget. Garrison estimated a cost of approximately \$100,000 for the paving of River Heights Golf Course.

Garrison stated that, in his opinion, both the Five Year Plan and Master Plan need re-evaluation. He noted that there were no specific costs for a variety of items in the Master Plan, as they are unknown at this time, but that there should be a discussion of these costs—especially if the Master Plan is utilized for grant proposals.

Garrison noted that he was concerned with lack of funds and the inability to address numerous issues, including but not limited to paving, infrastructure and facilities.

Commissioner Nyquist asked how many playgrounds and parks had been affected by these deferments.

Interim Director Small replied that the current plan deferred many playground and park projects by two years and that these deferments created a domino effect of change.

Asst. Director Garrison added that he could supply the Board with the projects schedule, outlining these particular deferments. He also agreed with Small, noting that, in the long term, these deferments affect all parks and playgrounds.

Commissioner Faivre stated that an ADA compliance plan should be in place for the postponed pool project by 2015.

Garrison noted that the transition plan contains a schedule with varying major and minor issues to be resolved.

Set Dates for Park Board Tours of Parks and Facilities

The Board scheduled two tour dates. President Young and Commissioner Irving were scheduled to tour on Tuesday, August 13 from 2:00-5:00 p.m. and Commissioners Faivre and Nyquist were scheduled for Thursday, August 15 from 2:00-5:00 p.m. President Young thanked the Board and staff for their input.

**DeKalb Park District
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Public Meeting**

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STAFF MEMBERS PRESENT: Interim Director Lisa Small, Asst. Director Brad Garrison, Colleen Belmont, Scott deOliveira, Jane Holdridge, Roger Huber, Bill Ryder, Tom Boyce, and Roger Olsen.

OTHER MEMBERS PRESENT: District Attorney Jim Rock, Janet Berkes, Steve Duchrow, Don Franzene, Phyllis Franzene, and Bryant Irving.

I. Meeting Called to Order

President Phil Young called the August 8, 2013 public meeting to order at 7:04 p.m.

II. Approval of Agenda

Commissioner Don Irving made a motion to approve the August 8, 2013 agenda. Commissioner Per Faivre seconded the motion and all members voted unanimously in favor.

III. Approve Minutes from Previous Meetings:

a. Study Session and Public Meeting of July 11, 2013

Commissioner Irving made a motion to approve the study session and public session minutes of July 11, 2013. Commissioner Faivre seconded the motion and all members voted unanimously in favor.

b. Special Park Board Workshop of July 18, 2013

Commissioner Irving made a motion to approve the special park board workshop minutes of July 18, 2013. Commissioner Faivre seconded the motion and all members voted unanimously in favor.

c. Trails and Trees Committee of July 26, 2013

Commissioner Irving made a motion to approve the trails and trees committee minutes of July 26, 2013. Commissioner Faivre seconded the motion and all members voted unanimously in favor.

IV. Correspondence

Commissioner Nyquist noted that IAPD was holding a Boot Camp for Board Members on Thursday, September 19, 2013, at 5:30 p.m. in Springfield, IL.

President Young inquired as to whether there were other, similar events later in the year if Board members did not want to travel as far as Springfield.

Commissioner Faivre replied that he has attended a similar event and had found it very informative.

Interim Director Lisa Small invited the Board to attend the IAPD Conference, which she recommended because of materials especially pertinent to Board members.

Young inquired as to whether the IAPD Conference could act as a replacement for the IAPD Boot Camp for Board Members.

Asst. Director Small replied that while they were not strictly interchangeable, some information might overlap.

V. Business from the Floor

Resident Janet Berkes expressed disappointment with the Board in regards to the pool project. She felt that though the Board had run on the promise to engage in direct exchange with the public, Berkes stated that, to her knowledge, this had not yet occurred.

Berkes also inquired as to how deferred capital items would be handled should the pool project be postponed, and inquired as to whether the District would be saving the money previously allocated in the budget to the pool project, or whether this money would be utilized elsewhere in the budget.

President Young thanked Berkes for her comments.

Resident Steve Duchrow thanked and recognized the Board for their hard work. He stated that, in his opinion, the community and the Board have mutual purposes for the pool project. They are, he noted, as follows: 1. to have the best facility, 2. to have the best use of public funds, 3. to offer the best services possible, and 4. to accomplish the above in the best time frame. Duchrow expressed what he viewed as public concerns in regards to the project, including questions about the state of the current facility, the architectural fees, employee hours and wages that had already been spent on the new pool plan, how money originally allocated to the pool project would be saved or reallocated to other projects, and potential repair costs for the current facility.

Duchrow added that as the pool plan was likely to cost the public more if postponed, the goals of the Board might appear to deviate from their original purposes to serve the community. He expressed his fear that, should the cost of the pool project be greater after its postponement, public outcry could ensue and be, in his opinion, even greater than that of the Nature Trail.

President Young thanked Duchrow for his comments.

VI. Old Business

A. Approve Bid of Quote for Masonry Restoration/Repairs at Ellwood House Water Tower (Museum Grant Project)

Asst. Director Garrison reported that the Park District had received an \$82,000 grant from the Illinois Department of Natural Resources Museum Capital Grant Program for improvements related to the 65ft Ellwood house water tower. Seyller's Inc., had previously completed many projects for the District in the past and had done an excellent job.

Garrison recommended that the Board award the contract to Seyller's Inc.

Commissioner Irving made a motion to award the contract to Seyller's Inc. in the amount of \$18,900.00. Commissioner Nyquist seconded the motion.

Commissioners Faivre, Irving, Nyquist and Young voted in favor during a roll call vote.

B. Approval of Quote for Fence Installation at River Heights Golf Course Park Lot South Side

Interim Director Small reported that Golf Course Superintendent Roger Huber had contacted and confirmed the style of the south fence with the Greenview Townhomes Homeowner's Association. The south fence will be built in the same style as the existing north side fence, per the Board's preference at the July public meeting. Huber recommended that Northern Illinois Fence complete the work per the quote.

Commissioner Faivre moved to award the contract to Northern Illinois Fence in the amount of \$4,807.00. Commissioner Irving seconded the motion.

Commissioners Faivre, Irving, Nyquist and Young voted in favor during a roll call vote.

VII. New Business

A. Renewal of 2010 Intergovernmental Property Tax Abatement Agreement

Interim Director Small reported that the City of DeKalb had created an agreement with the taxing bodies of DeKalb to provide tax incentives to commercial builders interested in starting their businesses in DeKalb. This 2006 Agreement that was renewed in 2010 was due to expire at the end of the year.

Commissioner Faivre inquired as to whether any of the figures had been updated since the 2010 Agreement.

Interim Director Small replied that the numbers had not been changed, but that representatives from the City were willing to answer any questions the Board might have. Small also noted that this was a time sensitive matter that needed to be discussed soon.

Commissioner Nyquist moved to table discussion of the renewal of the Intergovernmental Property Tax Abatement Agreement until the September meeting. Commissioner Faivre seconded the motion.

Commissioners Faivre, Nyquist and Young voted in favor during a roll call vote. Commissioner Irving voted not in favor during a roll call vote.

B. Review of Administrative Policy 100.26: Record Retention

Interim Director Small described the District's current system for the retention of records and presented a letter from the state for the approval of the District's record disposal to go through each facility and dispose of approved files on record with the state.

Small noted that it was necessary to have a clearer procedure on the retention and disposal of the District's electronic files. With the help of District Attorney Jim Rock, new verbiage had been added to the policy specifying how electronic files will be stored. For example, all deleted items, "junk mail" or records deemed no longer relevant to District business would be stored for six months before disposal. Periodic user checks would be performed to maintain compliance.

President Young inquired about how electronic records relevant to District business would be kept.

Interim Director Small replied that these electronic files would be retained in a filing system on the server which will regularly be backed up.

District Attorney Rock explained that the issue was not about electronic records being treated differently than paper records, but about the nature of the records being kept.

Commissioner Nyquist inquired about discussion of District business via e-mail, specifically as to whether the choice of what should or should not be deleted was ultimately up to the discretion of the individual.

District Attorney Rock replied that regardless of content, all records would be stored and available for review for a minimum of six months.

President Young inquired as to the procedures for these reviews.

Interim Director Small explained that the review of electronic files would follow the same procedure as that of paper files, and that all records would be examined individually to establish relevancy to current and ongoing District matters.

The Board had no further questions.

C. Revise Personnel Policy 3-23: Policy and Procedure for Grievances

Interim Director Small described the 2012 revision to Personnel Policy 3-23 and reported that District Attorney Rock had drafted a new revision to this policy.

District Attorney Rock explained that he had drafted certain changes, but that they pertained specifically to the policy and procedure for dismissal. He suggested that the Board not alter the grievance policy, and instead revise the policy for dismissal, with more procedural wording and clarification.

Rock recommended that the Board modify the dismissal policy and vote down revisions to the grievance policy at this time.

Commissioner Irving moved to revise Personnel Policy 3-23. Commissioner Faivre seconded the motion. Commissioners Faivre, Irving, Nyquist and Young voted not in favor during a roll call vote.

D. Approval to Fill Two Vacant Positions in the Parks, Planning & Development Department

Interim Director Small reported that the District currently had the lowest number of full-time staff in 20 years. She explained that there were currently two vacant full-time positions in the Parks, Planning & Development Department that had never been filled due to the economy at the time of their vacancies. However, due to the sheer volume of work taken on by the department and the great deficiency of higher level staff within it, staff was requesting that these positions now be filled.

Small explained that having higher skilled staff allows the District to complete more projects in-house, minimizing the need to hire out expensive help.

Asst. Director Garrison stressed the need to add skill to the District's Parks, Planning and Development team, and explained that the addition of individuals in these vacant positions would allow the District to have the best response to various needs within the District. Garrison added that, as the department strives to complete as many projects as possible in-house, it is limited in its ability to respond to such needs immediately and effectively. As a result, staff was requesting help in the form of two more full-time staff.

President Young inquired as to the procedure for hiring new, full-time staff.

Interim Director Small replied that the positions would first be advertised in-house, and then externally publicized.

Commissioner Irving inquired as to whether preferential treatment would be given to current staff.

Small replied that each applicant would be individually evaluated, and that all qualified applicants would be considered for the positions.

Commissioner Faivre acknowledged the department's need for staff, but inquired as to whether there were projects, even capital projects, that could be cut or minimized so as to lessen the burden on staff. Faivre suggested the District diminish the maintenance of parks which get little or no use by the public.

Interim Director Small replied that the Maintenance Plan was developed to raise the standards of all District parks. In this plan, parks were given labels of High, Medium or Low in regards to usage and are groomed and maintained in accordance with these ratings. She added that the District had even received negative public feedback for allowing Hopkins Park to grow more naturally.

Small stated that these parks could be reevaluated, but that the issue of responding to emergency situations needed to be resolved. For example, Small noted that there had recently been a situation in which the Ellwood House had suffered roof leakage following a series of storms. Staff was able to respond quickly, but failure to do so in the future could result in the loss of invaluable and irreplaceable collections.

Small noted that while the filling of two vacant, full-time positions might be a budgetary concern, the problems which staff is experiencing already will not resolve themselves. In terms of capital projects, Small added, the District was very behind on ADA compliance projects.

Asst. Director Garrison stated that this lag in capital projects was caused by the fact that the capital staff were relied on to make up for deficiencies among maintenance staff. However, when that occurs, it takes capital staff away from their own projects. Garrison noted that this is a serious issue as many grant projects are time sensitive and many capital projects must be addressed within specific seasons—such as design, paving, installations, etc.

Garrison also noted that the Parks, Planning & Development Department completes many projects in-house, which save tax payer money. Garrison stressed the need to continue this program and make the most efficient use of taxpayer money.

President Young inquired as to how long these positions had been vacant.

Interim Director Small replied that they had been vacant since 2007.

President Young inquired as to how the workload was currently being distributed.

Small replied that work was being shared by part-time and seasonal staff.

Commissioner Irving made a motion to fill the two vacant positions in the Parks, Planning & Development Department. Commissioner Nyquist seconded the motion. Commissioners Faivre, Irving, Nyquist and Young voted in favor during a roll call vote.

E. Approval of Request from Boy Scout Troop 33 to Operate a Concession Stand

Asst. Director Garrison described a request from Boy Scout Troop 33 to sell concessions at AYSO soccer games. Garrison noted that they had done this for several years in the past and did a great job. He added that they also satisfied all permits to do so.

Commissioner Faivre inquired as to whether they are a non-profit organization.

Small replied that they are.

The Board approved the request.

F. Executive Director Search

President Young reported that he had contacted District Attorney Rock to discuss the Executive Director search.

Interim Director Small recommended that request for proposals (RFPs) be mailed to various search agencies.

President Young inquired as to how the position description for Executive Director could be amended.

District Attorney Rock replied that the position description could be amended by the Board and sent to him. Rock added that he could send the Board a more detailed list of Executive Director duties than those listed in the position description.

Interim Director Small suggested that official changes to the position description be made before sending RFPs to agencies.

The Board decided to discuss those changes at the September Board meeting and mail RFPs as early as late September.

G. Proposed Budget Planning Schedule

Interim Director Small described procedures for the budgeting schedule, outlining both short-term and long-term plans.

The Board was in agreement.

VIII. Financial Reports

A. Cash & Investment

There were no questions.

B. Purchase Orders

There were no questions.

C. Invoices

Commissioner Nyquist inquired about a \$2,376.00 invoice from St. Aubin Nursery for single stem red buds. Asst. Director Garrison replied that this invoice was for the purchase of nine red buds that had been planted at Annie's Woods as part of the grant project.

Commissioner Nyquist inquired about a \$3,800.00 invoice from Jerry R. Bowman tree removal. Asst. Director Garrison replied that this tree removal was performed in response to a complaint to the District as well as a safety concern.

Commissioner Faivre made a motion to approve the list of open invoices totaling \$206,617.65. Commissioner Irving seconded the motion. Commissioners Per Faivre, Don Irving, Keith Nyquist, and Phil Young voted in favor during a roll call vote.

D. Budget/Actual Report

There were no questions.

IX. Committee and Staff Report

A. Ellwood House

There was no report.

B. Plan Commission

Interim Director Small reported that HPCC Director/Marketing Coordinator Scott deOliveira had drafted the District's fall program guide and would be submitting it to the Board for review.

C. Staff Reports

Program Director Colleen Belmont described the new and returning programs and classes for fall 2013.

Interim Director Small, referring to the fitness center log, stated that the facility seemed very busy for its small size.

Belmont explained that the fitness center is used very frequently, but with only one machine under warranty—as shown in the fitness center equipment report— it becomes very expensive to repair any damaged machines.

Interim Director Small noted that it was clear which were the busiest and least busy hours, and complimented Belmont on the breakdown of fitness center usage by hours.

President Young inquired about issues of capacity in the fitness center.

Belmont explained that there were sometimes issues between patrons who wished to use the same fitness equipment. However, since the implementation of sign-up sheets for each machine, issues have been kept to a minimum.

Belmont added that at times patrons had to be turned away because of summer camp occupying the same space, which she and staff did not wish to do.

President Young inquired as to whether a different facility might possibly be needed to give separate spaces to summer camp and Haish Gym patrons.

Belmont replied that this could be a possible solution.

Young also inquired as to the state of summer camp attendance.

Belmont replied that summer camp had good attendance this year, especially with the 4-Cs program, funded by the state, which allowed many more families to become involved in programs.

Golf Course Superintendent Roger Huber reported that forty kids had participated in this year's Youth Golf League and that eighteen had played in the championship tournament that morning which concluded the season.

Athletic Director Bill Ryder reported that youth baseball/softball programs had ended for the summer and that staff was now in the process of collecting equipment for storage. Ryder added that adult softball would be ending that week and that AYSO soccer would have their first games the following weekend.

Asst. Director Garrison reported that the Hoger Farm project was nearly completion and that two judges from America in Bloom, a nationwide competition, had toured the Nehring Residence, the Ellwood House, Annie's Woods, Devonaire Farms Park, Huntley Park, DeKalb Square Park, Kishwaukee Kiwanis Park, Hopkins Park, Prairie Park and the Nature Trail and seemed very impressed.

Garrison also reported that staff had applied an herbicide treatment to the Nature Trail and that the Deprin and Prather Park parking lots had been sealed and striped.

Next, Garrison noted that staff had restored the pavers on the east side of the Ellwood House mansion and completed ADA projects at Buena Vista Gold Course.

Garrison also reported that he had met with DNR staff at Lions Park about the proposed grant project. He expressed his hope that Lions Park would make it through the first round and that staff would be allowed to give a presentation down state.

Lastly, Garrison reported that all documents necessary for Corn Fest had been completed.

The Board thanked staff for their reports.

D. Staff Service Award ~ Lisa Small, 20 years

Asst. Director Garrison thanked Interim Director Small for her years of dedicated service to the District. Garrison stated that it has been great to work with Small and that she is extremely knowledgeable in her position.

Garrison commended Small on her excellent work with the public and on her successful commendations during audits and other financial matters.

The Board thanks Interim Director Small for her 20 years of service to the District.

X. Move to go into Closed Executive Session for the purpose of:

- a. Discussing security procedures and the use of equipment to respond to potential danger to the safety of employees, staff, public or private property pursuant to Section 2(C)(8) of the Illinois Open Meetings Act**
- b. Discussing the purchase or lease of real property for the use of the public body, including whether a particular parcel should be acquired pursuant to Section 2(C) (5) of the Illinois Open Meetings Act.**
- c. Discussing the compensation of specific employees pursuant to Section 2(C)(1) of the Illinois Open Meetings Act**
- d. Discussing the minutes of Executive Sessions and semi-annual review of the Executive Session minutes as mandated by Section 2.06 pursuant to Section 2(C)(21) of the Illinois Open Meetings Act**

Commissioner Irving made a motion to move into Executive Session at 8:20 p.m. for the purpose of discussing security procedures and the use of equipment to respond to potential danger to the safety of employees, staff, public and private property pursuant to Section 2(C) (8) of the Illinois Open Meetings Act, and for the purpose of discussing the purchase or lease of real property for the use of the public body, including whether a particular parcel should be acquired pursuant to Section (C) (5) of the Illinois Open Meetings Act, and discussing the compensation of specific employees pursuant to Section 2(C)(1) of the Illinois Open Meetings Act, and discussing the minutes of Executive Sessions and semi-annual review of the Executive Session minutes as mandated by Section 2.06 pursuant to Section 2(C)(21) of the Illinois Open Meetings Act.

Commissioner Faivre seconded the motion and all members voted unanimously in favor during a roll call vote.

XI. Reconvene Public Meeting

The Board reconvened into the public meeting at 9:32 p.m.

XII. Approve Items Discussed in Executive Session

- A. Approve Intergovernmental Cooperation Agreement for Exchange and Transfer of Real Property.**

Commissioner Faivre made a motion to approve the Intergovernmental Cooperation Agreement for Exchange and Transfer of Real Property. Commissioner Irving seconded the motion. Commissioners Per Faivre, Don Irving, Keith Nyquist, and Phil Young voted in favor during a roll call vote.

B. Approve Staff Compensation

Commissioner Faivre made a motion to approve staff compensation. Commissioner Nyquist seconded the motion. Commissioners Per Faivre, Don Irving, Keith Nyquist, and Phil Young voted in favor during a roll call vote.

C. Approve Executive Session Minutes from May 24, 2013, June 13, 2013 and July 11, 2013

Commissioner Faivre made a motion to approve but not release the amended executive session board minutes of May 24, 2013, and also motioned to approve but not release the executive session board minutes of June 13, 2013 and July 11, 2013. Commissioner Nyquist seconded the motion. Commissioners Per Faivre, Don Irving, Keith Nyquist, and Phil Young voted in favor during a roll call vote.

XIII. Adjourn Public Meeting

Commissioner Irving made a motion to adjourn the August 8, 2013 public meeting at 9:38 p.m. Commissioner Faivre seconded the motion and all members voted unanimously in favor.