

**DeKalb Park District
September 13, 2012
Study Session**

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

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

OTHERS PRESENT: None.

President Joan Berkes Hanson called the September 13, 2012 study session to order at 6:00 p.m.

Hopkins Pool Discussion

Director Capek recommended that the Hopkins Pool discussion be postponed to the October meeting since Board members Fontana and Teboda were absent.

President Hanson asked that Capek discuss the Hopkins Pool with the board members present and if necessary could discuss it again at the October meeting.

Director Capek noted that the pool was currently 38 years old and that the average life span of a pool was between 35-40 years. She expressed that it was necessary to strategize where, when, and how to proceed with the project and also expressed that in her opinion it was not realistic to go to referendum a second time.

Capek stated that attendance at the pool averaged approximately 500 people per day. The current bather load of the pool was 1,400 and this season the pool experienced four days where capacity reached approximately 1,200.

Capek reviewed the number of season passes sold from 2008 through 2012 as well as the number of attendance by month for those years. She noted that attendance figures only accounted for daily admissions and did not account for camps, private rentals and special groups.

Capek reviewed the operating revenues and expenses for the pool from FY 2008 through FY 2012 and explained that the operating budget does not account for capital projects, improvements and fixed assets.

A possible construction time-line and conceptual plans were also discussed for a construction budget of approximately \$6 million.

Commissioner Mason asked if the SRC debt would be paid off in 2019. Asst. Director Small stated yes. Small noted that after paying the SRC debt the District utilizes the remaining \$795,000 from the \$1.1 million bond for capital projects. Small noted that \$240,000 is budgeted for capital projects wages and the remaining is utilized for IT equipment, pathways,

trucks, equipment, golf course improvements, etc. Small noted that adding additional debt for the replacement of the pool would decrease the capital projects budget from \$795,000 to \$350,000, greatly affecting capital improvements throughout the District.

Director Capek noted that the District is 77 years old and the infrastructure is in need of replacement or improvements.

The Board discussed the possibility of going to referendum for a second time. Asst. Director Small noted that in 2010 the Pool Committee was asking the community for a \$15 million water park. The current pool proposal is for less than half the cost of the original proposal at \$6 million.

Director Capek recommended keeping the pool discussion in the forefront and asked that the Board take into consideration the age of the facility and the importance of making a decision on the pool.

Capek noted that the district has been taking advantage of matching grants in order to save on the cost of capital projects throughout the district.

The Board would further discuss the replacement of the pool at the October meeting.

Pool Open/Closing Dates for 2013

Director Capek explained that Scott deOliveira, HPCC Director, was recommending that the 2013 pool opening day be Saturday, June 1 instead of the Saturday of Memorial weekend. Capek explained that DeKalb schools are in session until June 5th. This extra week would allow additional time to paint the pool and also allow additional time for training, scheduling and the completion of other operational projects within the facility.

The Board was in agreement with deOliveira's proposal and the pool will be scheduled to open on Saturday, June 1th for the 2013 season to allow for the additional pool maintenance due to painting.

Date for Board Dedication of Raymond Park Playground

The Board scheduled the dedication of the Raymond Park Playground for Thursday, October 11 at 5:30 p.m.

Director Capek explained that she spoke with Barbara Yusunas and they agreed to dedicate Yusunas Park, located on Fifth & Pine streets, on Saturday, October 13 at 1:30 p.m. The property was donated to the district by Barbara's sister Helen Yusunas. The board was in agreement.

Confirm Schedule of Budget Meeting Dates

The Board was in agreement with the budget meeting schedule.

**DeKalb Park District
September 13, 2012
Public Meeting**

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

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

OTHERS PRESENT: None

I. Meeting Called to Order

President Hanson called the September 13, 2012 public meeting to order at 7:01 p.m.

II. Approval of Agenda

Commissioner Young made a motion to approve the September 13, 2012 agenda. Commissioner Mason seconded the motion and all members voted unanimously in favor.

III. Approve Minutes from Previous Meeting

A. Study Session and Public Meeting of July 12, 2012

Commissioner Mason made a motion to approve the study session and public board meeting minutes of August 16, 2012. Commissioner Young seconded the motion and all members voted unanimously in favor.

B. Golf Committee Meeting of July 3, 2012

Commissioner Mason made a motion to approve the August 13, 2012 golf committee minutes. Commissioner Young seconded the motion and all members voted unanimously in favor.

IV. Correspondence

There was none.

V. Business from the Floor

There was none.

VI. Old Business

There was none.

VII. New Business

A. Approve Resolution #12-09: Resolution calling a Public Hearing Concerning the Intent to sell \$1,175,000 Limited Tax Park Bonds

Asst. Director Small recommended that the bond hearing be held at the October board meeting.

Commissioner Young made a motion to approve Resolution 12-09, a resolution calling a public hearing concerning the intent of the Board of Commissioners of the DeKalb Park District, DeKalb Co., IL to sell \$1,175,000 Limited Tax Park Bonds. Commissioner Mason seconded the motion and all members voted unanimously in favor.

Commissioner Young made a motion to rescind Resolution #12-08 approved on August 16, 2012. Commissioner Mason seconded the motion and all members voted unanimously in favor.

B. Discussion of Park District Referrals, Endorsements, Vendor References

Commissioner Young expressed that he was not comfortable with district employees or board members publicly endorsing a vendor or accepting gifts from a vendor.

Director Capek provided the Board with a copy of Policy 3-22: Policy on Gifts.

Director Capek noted that she was aware of the gift policy and ethical behavior and has upheld the policies. Commissioner Young felt that as State employees we need to be careful not to endorse vendors.

Capek asked if staff could provide recommendations on companies or product to other agencies if asked. Commissioner Young said yes.

Director Capek stated that she will contact a vendor she has endorsed and make sure her title and DeKalb Park District are not part of the endorsement.

The following language recommended by Commissioner Young to be added to the existing Policy on Gifts: Park District Employees should consider the "public perception" of entering a contest that is sponsored by vendors that have contractual agreements with the District. Anyone entering such contest must do so as a "private citizen", not a representative of the Park District. Park District Employees should not publicly endorse any vendors as a representative of the DeKalb Park District.

Director Capek stated that she will contact district attorneys Ancel, Glink and develop language for public endorsements of vendors and their services since this is a separate policy from that which currently exists regarding gifts.

The Board was in agreement.

C. Consulting Service Golf Operations

Director Capek stated that at the last golf committee meeting it was agreed to hire an outside individual to review the golf facilities.

Commissioner Hanson noted that she had received a list of contacts for consideration.

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 total list of bills totaling \$112,553.46.

D. Budget/Actual Report

There were no questions.

IX. Committee and Staff Report

A. IAPD-Dave Mason

No report.

B. Ellwood House-Cindy Capek

Director Capek reported that Ellwood staff has been working towards creating additional family oriented activities.

C. Plan Commission

No report.

D. Staff Reports

Director Capek reported that the government official's luncheon was scheduled for Friday, October 12, 2012 at River Heights golf course.

Asst. Director Garrison reported that Raymond Park was complete and were working on the Annie's Woods project.

Asst. Director Small reported that her department was working on multiple payroll items and changes in health insurance laws.

X. Adjourn Public Meeting

Commissioner Young made a motion to adjourn the September 13, 2012 public meeting at 7:38 p.m. Commissioner Fontana seconded the motion and all members voted unanimously in favor.