

**DeKalb Park District
November 10, 2011
Study Session**

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

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

OTHERS PRESENT: Mario Fontana

FY 2013 Budget Review: Golf Course and Aquatic Center Enterprise Funds

Director Capek summarized the Golf and Aquatic Center requested budgets for next fiscal year. She explained that the pool's budget shows a slight deficit of \$8,000. Commissioner Young asked about repairs to the play structure in the wading pool that was out of service last year. Asst. Director Garrison replied that the problem had been located and it is expected to be repaired and functioning by next summer.

Commissioner Mason requested scheduling a workshop to review the budget prior to next month's Board meeting. The workshop would provide the Board an opportunity to discuss the issues and deficits of the Enterprise Funds. He would like to meet with staff to get an understanding of the District's plan in the near future as well as long term.

Director Capek clarified that the budgets being reviewed at this meeting were strictly operational and not capital related. Commissioner Hanson stated that the capital projects would be discussed at another meeting when the Parks, Planning & Development budget is presented.

Commissioner Hanson asked if Director Capek expected to receive a PARC grant to replace the pool. Director Capek stated that it was doubtful that the State of Illinois will have the funds to award a large grant and that staff was considering various options for financing the pool project. Commissioner Hanson stated that she wanted to be certain that the District was acting quickly enough to prevent the pool from being out of service for a season or more.

Commissioner Mason commented about the projected deficit of \$36,000 for the golf course budget. He stated that he wants to review the budget to better understand what can be done to increase revenue.

Commissioner Hanson described the allocation of staff wages at Buena Vista and multiple attempts to address the maintenance issues at the course. Golf Course Superintendent Huber explained that in the proposed budget, Asst. Superintendent Craig Wilson will be assigned to oversee Buena Vista and that 75% of Wilson's salary will be allocated to the Buena Vista budget. Commissioner Mason asked how the work will be accomplished with fewer people being employed at Buena Vista. Commissioner Hanson stated that last year there was a problem at Buena Vista and the number of seasonal employees was not enough to properly maintain the course. Huber stated that with the issues experienced at Buena Vista last year he has realized that there needs to be more supervision dedicated to that course.

Commissioner Mason stated he would still like to have a meeting with staff to discuss other alternatives. Director Capek suggested that Mason email her a couple of dates.

Commissioner Hanson recommended that the Board meet with a representative from IAPD to discuss how the Board should function. Director Capek will follow up with IAPD to get some dates.

Sled Hill Discussion

Commissioner Young asked Asst. Director Garrison about PDRMA's design standards for the construction of a sled hill. Asst. Director Garrison replied that there are a number of considerations to be aware of in order to have a safe sledding facility. Asst. Director Garrison talked about the area at Katz Park that was considered.

Review of 2011 Tax Levy Estimate

Assistant Director Small reviewed the calculated figures for the 2011 tax levy estimate. The CPI factor used was 1.5% and estimated new construction was \$3,500,000. Small stated that the County Assessor's Office did not yet have the calculation of EAV so there may be an adjustment made to the estimate before the fiscal levy is adopted in December.

Recreation Programs Evaluation (Informational)

Program Director Colleen Belmont summarized her spreadsheets listing 2010 spring and summer classes compared to 2011 classes. Information provided included the number of programs offered, number of programs held, number of enrollees, and total fees collected.

President Teboda asked if the District was doing enough marketing to bring in more participants. Belmont replied that there are a number of methods of marketing including emails, website, and direct-mailing.

The Board thanked Belmont for her report.

Irongate Update

President Teboda asked Capek to give the Board an update on the negotiations with the Irongate developer. Director Capek replied that the developer had not responded to the District's letter regarding park parcels in the plans. She met with City Manager Biernacki who provided follow up on the developer's position. The developer was not in favor of changing the size of the park parcels and not in favor of developing pathways within the development. Director Capek commented that the City of DeKalb was interested in a pathway through the development and will pursue this option.

Dedication of Prather Park/Board Photo

The Park Board scheduled the dedication of the new playground at Prather Park for Tuesday, November 15 at 11:30 a.m.

The study session ended at 7:14 p.m.

**DeKalb Park District
November 10, 2011
Public Meeting**

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

STAFF MEMBERS PRESENT: Director Cindy Capek, Asst. Director Brad Garrison, Asst. Director Lisa Small.

OTHERS PRESENT: Mario Fontana.

I. Meeting Called to Order

President Teboda called the November 10, 2011 public meeting to order at 7:21 p.m.

II. Approval of Agenda

Commissioner Mason made a motion to approve the November 10, 2011 agenda. Commissioner Hanson seconded the motion and all members voted unanimously in favor.

III. Approve Minutes from Previous Meetings

Commissioner Hanson made a motion to approve the October 13, 2011 study session, public meeting, and executive session board minutes. Commissioner Young seconded the motion and all members voted unanimously in favor.

IV. Correspondence

The DeKalb Chamber of Commerce is requesting permission to serve wine at their third Annual Winter Bash. The event will be held at the Nehring Center on November 30 from 5:00-7:00 p.m. The Board was in agreement.

V. Business from the Floor

There was none.

VI. Old Business

A. Approve Golf and Pool Fees for FY 2013

Commissioner Hanson made a motion to approve the Golf and Pool Fees for FY 2013 as proposed by staff. Commissioner Young seconded the motion and all members voted unanimously in favor.

VII. New Business

A. Appointment of Commissioner to Park Board/Administer Oath of Office

Commissioner Young made a motion to appoint Mario Fontana to fill the vacant position of Park Board Commissioner. Commissioner Hanson seconded the motion and all members voted unanimously in favor.

President Teboda administered the Oath of Office.

B. Approve Ordinance #11-07: Annexation Ordinance

Commissioner Hanson made a motion to approve Ordinance #11-07, an ordinance annexing certain property into the DeKalb Park District as described in Exhibit B. Commissioner Mason seconded the motion. A roll call vote was taken.

Commissioners Hanson, Young, Mason, Fontana, and Teboda all said yes to the roll call vote.

C. Approve Ordinance #11-08: Abatement of 2011 Tax Levy on Alternate Revenue Source Bonds, Series 2005

Commissioner Young made a motion to approve Ordinance #11-08, an ordinance abating the tax heretofore levied for the tax year 2011 to pay debt service on \$3,180,000 General Obligation Refunding Park Bonds (Alternate Revenue Source) Series 2005 of the DeKalb Park District. Commissioner Hanson seconded the motion. A roll call vote was taken.

Commissioners Hanson, Young, Mason, Fontana, and Teboda all said yes to the roll call vote.

D. Approve Ordinance #11-09: Issuance of \$1,100,000 Limited Tax Park Bonds, Series 2011

Commissioner Young made a motion to approve Ordinance #11-09, an ordinance providing for the issue of \$1,100,000 Limited Tax Park Bonds, Series 2011, of the DeKalb Park District, DeKalb County, Illinois, and for the levy of a direct annual tax to pay the principal and interest on said bonds. Commissioner Mason seconded the motion. A roll call vote was taken.

Commissioners Hanson, Young, Mason, Fontana, and Teboda all said yes to the roll call vote.

E. Approve Resolution #11-10: Estimate of 2011 Tax Levy and Public Review

Commissioner Hanson made a motion to approve Resolution #11-10, 2011 Tax Levy Estimate and to make the estimate publicly available on the District website and also available at the Administrative Office. Commissioner Young seconded the motion and all members voted unanimously in favor.

F. Appoint Delegate(s) to Represent the District at the IAPD Annual Meeting

Commissioner Hanson made a motion to approve Dave Mason as the delegate to the Annual Business Meeting of the Illinois Association of Park Districts and Cindy Capek as the alternate delegate. Commissioner Fontana seconded the motion and all members voted unanimously in favor.

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 \$143,437.81.

D. Budget/Actual Report

Commissioner Young asked about the amount budgeted for Annie's Woods and what the status was for the project. Director Capek replied that a plan was recently received and a PDF file could be sent to him.

IX. Committee and Staff Report

A. IAPD-Dave Mason

Commissioner Mason reported that he was part of the committee evaluating the Elmhurst Park District for the Distinguished Agency Award.

B. Ellwood House-Cindy Capek

Director Capek noted that Donna Gable celebrated 25 yrs. with the Ellwood House Association. The Wine of the Terrace event held in September was a successful fundraising event.

Commissioner Teboda asked when the Ellwood House Association would be responsible for the utilities expenses for the Ellwood House and Visitor's Center. Director Capek replied that the agreement was up for renewal in 2013.

C. Plan Commission- Mike Teboda

Commissioner Teboda noted that there was nothing to report relative to the Park District.

D. Staff Reports

Asst. Director Garrison reported that the padding project at the Sports & Recreation Center was completed. He also commented about the bridge repairs and the closure of the bridge in Hopkins Park.

President Teboda welcomed Mario Fontana to the Board.

X. Adjourn Public Meeting

Commissioner Hanson made a motion to adjourn the November 10, 2011 public meeting at 7:46 p.m. Commissioner Mason seconded the motion and all members voted unanimously in favor.