

The January 20, 2010 meeting of the Dundee Township Park District Board of Commissioners held at the Randall Oaks Golf Course Clubhouse was called to order at 7:00 p.m. by President Frank Scarpelli. Commissioners responding to roll call were: Jim Bonkoski, John Meschewski, and Frank Scarpelli. Erin O'Leary and Craig Rakow were absent.

Consent Agenda

1. Approval of Items to be Considered for Consent Agenda – Meschewski made a motion with a second by Bonkoski to approve the Items to be Considered for Consent Agenda to include: Approval of January 6, 2010 Board Meeting Minutes and Payment of Bills. The motion passed 3 to 0.
2. Approval of Consent Agenda – Meschewski made a motion with a second by Bonkoski to approve the January 20, 2010 Consent Agenda. The motion passed 3 to 0.

Staff Reports

Director of Finance Greg Gannon reviewed the cash investment summary with the Board. He reported that the Bureau of Labor has increased the consumer price index by 2.07% for 2011/12 which means that the District will realize an extra \$207,000 in tax money. The Zoo is now integrated into the POS system and will be able to accept credit cards for payment and offer registration through the Rec Track program. Executive Director Tom Mammoser added that the increase in the CPI will also allow the District to increase the amount of its bond issue and will gain approximately \$50,000 in additional funds to use for capital projects.

Deputy Director Jim Miller stated that winter programs are underway. Youth basketball began their games two weeks ago. There are 53 teams of 1st through 8th grade players. Miller explained that Athletic Division Manager Hank Faulkner does a very good job organizing the program. The fitness center has been very busy since the first of the year. The racquetball courts are also getting a lot of use. There are also a lot of wallyball players using the courts. There are 2 racquetball leagues with 30 players. Miller reported that for 2009 there were 60% more families who used the Recreation Assistance Program to receive a reduction in program costs than in 2008. The amount of money the District subsidized was about 75% higher in 2009 than the year before. Saturday Live is the program for 10-14 year old kids that is held two Saturdays each month at the Recreation Center. Attendance for the program started out slow, but 190 kids attended the last session. Staff is considering changing the age bracket to 9-13 for next year. Bonkoski inquired about the removal of vending machines from the Recreation Center. Miller stated that the machines were removed about six months ago. His biggest issue with the machines was the unhealthy types of food that they contained. He stated that the machines were removed because they did not get high usage. Bonkoski asked if the District has ever considered selling snacks on Saturdays during basketball season. Mammoser stated that it would be difficult to have staff available to sell snacks. He suggested that perhaps a

District service group may be interested in selling items for a fundraising project. Miller stated that he will have staff look at in-house possibilities for volunteers to sell snacks that would benefit fund raising projects.

Superintendent of Facilities Larry Moscato stated that two new water heaters were installed at the Recreation Center yesterday.

Superintendent of Park Services Mark Simon told the Board that staff has been involved with snow removal and upkeep of the ice rink. Picnic tables have been repaired. At the Brunner property, heating and plumbing issues have been addressed at the house on the property. The Park Services office was remodeled. Remodeling work at the zoo has also been completed in the area where the animal food is prepared. Staff did some maintenance shop reorganization and cleaning. Additional lighting was added to the workbenches in the mechanic's area. He has been working on the capital improvement plan and budget. Simon reported that over 130 applications were received for the Park Division Manager position and interviews took place over the last couple days.

Deputy Director Don Kappel explained that all emergency call lists have been reviewed and revised. The certificates of insurance list was reviewed. Store charge authorization lists were updated. Cobra information was revised. The Freedom of Information Act changes were implemented and the information is available for the public. He prepared a summary of accidents that occurred over the past year. He is in charge of interviewing returning Park Services summer staff. The Crisis Communication Manual was updated. The 3rd period four month employee safety award was calculated and distributed to staff. The Recreation Assistance Program year-end report was completed. I-9 forms were checked for expiration dates. Dental fees were reviewed and annual cost limits were calculated. He developed and analyzed an employee departure list. Property tax exempt affidavits were filed with Kane County. The annual check of employee driver's licenses was done. Kappel updated the Board on the Grandview Park vandalism matter.

Citizens to be Heard

None.

Director's Report

1. Swim Team Model for 2010-11 Season – Mammoser reviewed the model for the swim team for the upcoming season. Some of the major changes that the District will be implementing involve a reduction in the levels that will be offered. The number of divisions will be reduced from 5 to 3. The number of meets will be reduced but not by a large amount. Out of state meets will not be offered. The Parent Board will be eliminated and will be replaced with sub-committees. The committees will assist with meeting implementation and handle finances. A final decision has not been made on fees. The District has begun the search for a new coach for the swim team. Mammoser stated that this will be a very challenging situation because of the amount of administration that is involved in running the

swim team. After investigating the situation over the last 3 months, staff feels that it is appropriate for the District to gain more control over the swim team. Mammoser explained that Moscato attended a swim team board meeting on Monday night and explained the changes to the board. Their concern with the program being less competitive was addressed. The program will be slightly less competitive because the team will not go to out of state matches. But the team will compete within ISI all the way up to the national level. Mammoser received a copy of results of a survey the swim board sent out to their swim team member parents. The District did not think it was appropriate for the board to send the survey and had asked them not to do so. Moscato explained that there were mixed responses at the meeting on Monday night. Scarpelli feels that the survey results indicate that some of the swim team parents have been misinformed about the program. Moscato will talk to the parents of the swim team on Friday, January 22nd.

2. Fireworks Summer 2010 – Mammoser explained that the Village of Carpentersville sent him a letter stating that they will not charge the Park District for the cost of fire/police protection at the fireworks event. There was a statement in the letter that indicated there would probably be a reduction in the number of police at the event. The District will move ahead to hold the fireworks on June 26 at the Meadowdale Shopping Center site. Deputy Director Miller stated he was informed by the Chief of Police that there would be 2 or 3 less officers/public service workers at the event and the Chief felt comfortable with that level of staffing for the event.
3. IPRA Conference – Mammoser reminded the Board that the conference will be held in Chicago starting next Thursday. Eighteen staff will attend the conference this year. District staff will get together for dinner on Thursday night.

President's Report

None.

Old Business

None.

New Business

1. Comprehensive Master Plan Proposals – Mammoser reviewed comprehensive plan proposals received from Hitchcock Design and Planning Resources, Inc. The District has positive relationships with both companies. The two proposals are similar in concept. The proposals were driven from a meeting that was held with each company outlining the District's needs and utilizing some existing planning materials. The District would like the master plan to do the following: prioritize future major projects; allocation of limited resources for necessary capital improvements; identification of current deficiencies and a plan to correct the deficiencies; outside perspective on the existing public input and opportunities for

community dialogue; creation of a document that will guide the District for the next 10 years.

Mammoser reviewed the Hitchcock proposal. Their proposal focuses on building a plan for the best way to utilize the \$11 million in funds the District will receive from the Build America Bond program. Their proposal also puts the financial framework for the District in place for the next 25 years. There is potentially \$40 million that the District could expend over the next 25 years.

Mammoser highlighted the main objectives of the Hitchcock proposal. There are some areas of the proposal that Mammoser feels could be eliminated. The proposal does include comprehensive mapping of the Park District's facilities and parks which Mammoser feels would be a good tool. Staff does not feel that there is a need for them to do individual site visits for data analysis of parks and facilities. That could be eliminated to reduce the cost of the proposal. Their representatives would meet with department heads and staff and prepare documents that could be used at a community workshop to obtain public input.

Mammoser feels that bringing in an outside source will give the District the perspective from an organization that has dealt with other park districts. He stated that the plan would produce a document that would be a good and valuable tool the District can utilize to make decisions on how to use the money in an immediate nature as well as in the future. Hitchcock's proposal could be completed in 90-120 days. There is a substantial cost difference between the two proposals. Mammoser assumes Planning Resources could remove some items from their proposal to reduce the cost. Mammoser senses the District may be able to get the proposal cost reduced to around \$25,000. From the initial meetings, staff is leaning toward Hitchcock Design. He asked for the Board's input.

Meschewski expressed concern about the cost expenditure of having an outside firm do the plan. He stated that much of the information has already been compiled by staff and feels that perhaps the plan should be done in-house. He also stated that things could change a lot in two years and the plan may not be usable in the long term.

Mammoser is concerned about the Board moving ahead on a decision about the bond money strictly based on a comprehensive plan prepared by staff. Many of the staff have been with the District a long time and have looked at the community a certain way. He feels bringing in an outside firm would offer a fresh perspective and allow for an easier process.

Deputy Director Miller stated that he feels it would be a good idea to have an outside agency look objectively at the situation and give ideas to help make a decision about the future. He has faith that staff who deal on a daily basis with the

District's operations would be capable of coming up with a comprehensive plan, but it could be self-serving for staff to be the ones to design the master plan.

Superintendent Simon stated that he feels an outside firm would bring expertise. When you look at the large amount of money the District will have available to spend over the next 25 years, the cost of the master plan seems minimal in comparison to the benefit that would come from outside expertise.

Meschewski stated that staff knows the community better than an outside firm would. Mammoser stated that those are legitimate questions, and the firm could come to a Board meeting to discuss these matters.

Deputy Director Kappel, stated that the current District staff have a wealth of experience, but because of the experience, he does not want decisions to be made using tunnel vision. He feels that an outside firm who is currently working with other park districts could bring a new perspective. He thinks it is wise to use an outside firm for the plan so that the public will not be under the impression that new projects are strictly driven by what staff wants to do.

Bonkoski stated that using a firm for the master plan would create validity for the Board to spend the large amount of money being considered. It would be easier to say here is why we did what we did.

Scarpelli stated that he agrees with Meschewski's perspective. Changing circumstances could make a plan outdated and no longer relevant in only a couple of years. He feels that hiring a firm to do the plan will be a drain not only on District funds, but it will also drain staff's time by having to gather information and meet with the company to educate them. He does not think it is worth the money and aggravation to staff. Five years ago the District spent a large amount of money on the golf course renovation and building the senior center without use of an outside firm. He does not believe there was a comprehensive plan done prior to building the recreation center in 1989. The history of the Park District shows it has spent money wisely and made good choices. It is capable of doing the same in the future. He feels the District has a clear idea of what it needs to do with the funds it will receive.

Mammoser stated that staff will have to do the same amount of work regardless of if an outside firm prepares the plan or it is done in-house. The senior center was built because there was a dire need for a new facility. When the golf course was renovated, the District did hire a consulting firm to assist with the project design.

Mammoser suggested that the consulting firm could attend the next Board meeting and answer any questions the Board may have.

Scarpelli discussed the possibility of getting some grant money to assist in paying for a master plan. If a portion of the cost could be paid for by grant money, it would be beneficial. He does feel that the District could learn from what is being done in neighboring park districts.

Mammoser stated that the community has a high level of trust in the Park District. This will be one of the most significant decisions that has been made over the last 20 years.

2. IAPD Membership Dues – Mammoser informed the Board that the IAPD membership dues did not increase from last year. He recommended that the Board approve payment of the membership dues in the amount of \$6,435.94.

Bonkoski made a motion with a second by Meschewski to approve payment of the IAPD membership dues in the amount of \$6,435.94. The motion passed 2 to 0. Scarpelli abstained from voting.

3. February 3, 2010 Board Meeting – Mammoser suggested holding the next Board meeting at the senior wing of the Recreation Center.

Meschewski made a motion with a second by Bonkoski to move the February 3, 2010 Board Meeting to the Recreation and Fitness Center Senior Wing. The motion passed 3 to 0.

Executive Session

At 8:16 p.m., Bonkoski made a motion with a second by Meschewski to move that the Board convene into Executive Session under sections 2(c)(1), 2(c)(5), 2(c)(11), and 2(c)(21) of the Open Meeting Act for the purpose of discussing personnel, land acquisition, litigation, and reviewing prior meeting minutes. The motion passed 3 to 0.

At 8:34 p.m., Meschewski made a motion with a second by Bonkoski to move that the Board reconvene into regular session. The motion passed 3 to 0.

Approval of Executive Session Minutes

Meschewski made a motion with a second by Bonkoski to approve the Executive Session Minutes from January 6, 2010 as presented. The motion passed 3 to 0.

Additional New Business

None.

Adjourn Meeting

Bonkoski made a motion with a second by Meschewski to adjourn the meeting. The motion passed 3 to 0. The meeting adjourned at 8:36 p.m.