

The March 24, 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, Erin O'Leary, Craig Rakow, and Frank Scarpelli.

Consent Agenda

1. Approval of Items to be Considered for Consent Agenda – Meschewski made a motion with a second by O'Leary to approve the Items to be Considered for Consent Agenda to include: Approval of March 3, 2010 Board Meeting Minutes and Payment of Bills. The motion passed 5 to 0.
2. Approval of Consent Agenda – Meschewski made a motion with a second by O'Leary to approve the March 24, 2010 Consent Agenda. The motion passed 5 to 0.

Staff Reports

Deputy Director Don Kappel explained that he has been focusing much of his time on the budget. The annual unemployment report was compiled and distributed to department heads. In the near future the second half of health insurance bonus will be distributed to those employees who have chosen an HMO or the PPO Blue Choice Select program. The West Dundee Liquor License application has been prepared and will be presented for signature tonight. Kappel has created a standardized part time personnel policy manual which will be given to department heads for review then presented to the Board for approval. He explained that since the new FOIA laws have come into effect, the District has already had four FOIA requests, compared to five requests for the entire year during 2009.

In the absence of Director of Finance Greg Gannon, Executive Director Tom Mammoser reviewed financial reports prepared by Gannon. The first report shows that the District's fiscal year to date actual balance of operating funds are \$269,000. At the end of February, Bonnie Dundee showed a net excess of \$118,000. This indicates that Bonnie Dundee will end the fiscal year with a positive balance. Staff had budgeted for Bonnie to end the year with a \$33,000 deficit. One full time employee at Bonnie left last year and that position was not filled. Some salary allocations were reduced from 50/50 Randall to Bonnie to 70/30 Randall to Bonnie. Even considering those changes, Bonnie Dundee is having a good year. The next report compares year to date actual balances for all funds compared to year to date actual balances from a year ago. The total of all funds this year is \$269,000 compared to \$973,000 last year. The corporate fund is about \$600,000 behind where it was a year ago because the District has opted not to transfer back money owed to corporate from golf. The interest earned this year was much less than interest earned last year. The District has done more projects this year compared to last year. There are more expenses in the Carpentersville fund as well as the special recreation fund than a year ago. The total fund balance is \$5.3 million. The District is above where it was last year with the overall fund balance.

Superintendent of Park Services Mark Simon told the Board that staff repaired boilers at Bonnie Dundee clubhouse. At Randall Oaks clubhouse, doors and motion sensors were repaired. Water heaters were replaced today at Randall Oaks. At Randall Oaks Park 25% of the large oak trees were pruned. Staff is doing a spring cleanup at the Zoo. The egg hunt will be held on Saturday at the park and the outer part of the Zoo will be open that day. The Zoo has a new register system that will allow processing of credit and debit purchases. The Zoo is being prepared for the season. Gravel roads were resurfaced and pot holes were filled. Some light fixtures were replaced. Soccer and baseball fields are being prepared for use. Tennis nets have been installed. The annual flower order has been prepared. The burn permit was renewed. The wooded areas at White Oaks Park have been cleaned out. At Park Services a staircase was built up to the mechanic's catwalk. Playground renovation at Huffman Park has begun. A group called Kids Around the World is taking the old playground equipment that is being removed. It will be shipped to another country, re-assembled and used again. It is very likely that the equipment from Huffman Park will go to Haiti.

Deputy Director Jim Miller stated that winter programs will end this week and spring programs will begin April 12th. Adult soccer and softball leagues are gearing up to begin the season. Youth soccer begins April 10th. Superintendent of Facilities Larry Moscato and Aquatic Supervisor Tim Kopka have been interviewing candidates for the swim team coach position and they hope to have the position filled soon. Camp registration began earlier than usual this year. A new separate brochure for camps was published this year and mailed to residents. In the past, camp information was not available until the summer brochure came out. This has made it easier for parents to plan their summer schedules sooner. About 75 camp registrations have been received so far. Tri-Cities Little League is holding a meeting tonight. They are having a major transition of their board this year and they are late in holding their meeting. The Easter Egg Hunts are being held this weekend. The Flashlight Egg Hunt will be held Friday night at Liberty School and the Egg Hunt at Randall Oaks Park will be held on Saturday.

Citizens to be Heard

None.

Director's Report

1. Comprehensive Plan Update – Mammoser reported that he, Kappel, Miller, and Director of Marketing Helen Shumate met with representatives from Hitchcock Design yesterday. Hitchcock has done an inventory of all District parks as well as all the other parks and natural areas within the Township. Mammoser distributed an example of some of the maps Hitchcock has prepared as documents to assist with the process. He reviewed the different concepts that Hitchcock is addressing with the information they have compiled. Staff is still in the process of reviewing the material for accuracy. Hitchcock prepared an inventory of all District parks and a listing of what amenities they contain. They also inventoried the District's

special use facilities such as golf courses, aquatic facilities and the Zoo. These documents will be shared with the community and staff will use them as tools for planning. The next meeting will be held on April 7th with department heads, recreation supervisors, coordinators and other staff to review the Hitchcock documents. On Thursday, April 8th, a community workshop will be held at 7:00 p.m., at the senior center wing of the Recreation Center. This will be an open meeting that Hitchcock will conduct. They will go over all the maps and information that they have gathered. They will solicit comments from the community. Shumate will submit a press release about the meeting. Staff will also identify key people who will be invited to the meeting by letter. On Wednesday, April 14th, Hitchcock will conduct a workshop for the Board to present findings from staff and the community. The Board workshop will be open to the public because it will be a public meeting. Mammoser would like all Board members to attend and asked them to decide on a starting time for the workshop. It was determined to begin the workshop at 6:30 p.m., with the location to be determined.

2. Financing Update – Mammoser stated that he has talked with Dave Phillips of Speer Financial regarding the time line for the Build America Bonds. Phillips advised that there is no rush to do it. There is no advantage to doing it sooner than later. Interest rates have been fairly stable. Mammoser would like to have Phillips come to a Board meeting in April or May to discuss the matter further with the Board.

Mammoser reported that the District received the tax levy information yesterday from Kane County. The EAV within Dundee Township has gone down from \$1.971 billion to \$1.941 billion. The District's tax rate will go up from 36.47 cents to 37.47 cents. The District gained \$48,000 from the previous year on uncapped funds. However, the District's levy only gained \$32,000 from the previous year. Next year's levy has the opportunity to grow by \$129,000. Mammoser reviewed reports prepared by Director of Finance Gannon regarding the tax levy information.

3. Project Update – Mammoser reported that Lamp, Inc. is working on gathering information for the potential new recreation center on Randall Road. They hope to have results from the soil borings this week. He anticipates staff will meet with Kane County in the next few weeks to discuss access issues.

President's Report

Scarpelli stated he received a request for the use of Grafelman Park for the Memorial Day festivities. Mammoser stated that staff will handle the request.

Old Business

Capital Project Discussion – Mammoser reviewed where the funding would come from for the list of projects that was presented at the last Board meeting. The District anticipates having \$230,000 left over in the capital project fund at the end of this fiscal year. There is

also an anticipated balance of \$111,000 in the capital replacement fund. The District has been told it will receive \$200,000 from the State, but Mammoser is not overly confident that it will receive those funds given the current shape of the State's budget. The balance would come from a transfer from the park development fund which is anticipated to have a balance of \$1.3 million at the end of the current fiscal year. The cost of the projects being considered for next fiscal year is \$1,048,000. Mammoser reviewed the list of projects being considered. He anticipates there will be \$800,000 left in the reserve fund for projects beyond the next fiscal year.

New Business

1. Lease Addendum #2 to Intergovernmental Agreement with Village of West Dundee – Deputy Director Kappel explained that the District currently has a lease agreement in place with the Village of West Dundee whereby the District leases and maintains certain properties owned by the Village of West Dundee. Two new properties in the Grand Pointe development came on board recently. These parcels need to be added to the existing agreement via the addendum. The addendum also addresses the change of the name of Tartans Glen Park to Huffman Park.

O'Leary made a motion with a second by Rakow to approve the Lease Addendum #2 to the Lease by and between the Village of West Dundee, as Lessor, and the Dundee Township Park District, as Lessee, dated June 25, 2001, regarding parks and facilities. The motion passed 5 to 0.

Executive Session

At 7:50 p.m., Meschewski made a motion with a second by O'Leary 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 5 to 0.

At 8:04 p.m., Meschewski made a motion with a second by O'Leary to move that the Board reconvene into regular session. The motion passed 5 to 0.

Additional New Business

None.

Adjourn Meeting

Meschewski made a motion with a second by O'Leary to adjourn the meeting. The motion passed 5 to 0. The meeting adjourned at 8:05 p.m.