

The February 13, 2008 meeting of the Dundee Township Park District Board of Commissioners held at 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 Peterson, Craig Rakow and Frank Scarpelli.

Consent Agenda

1. Approval of Items to be Acted Upon - Meschewski made a motion with a second by Bonkoski to approve the Items to be Acted Upon to include: Approval of January 16, 2008 Board Meeting Minutes and Payment of Bills. The motion passed 5 to 0.
2. Vote on Collective Items - Rakow made a motion with a second by Meschewski to accept the January 16, 2008 Board Meeting Minutes and Payment of Bills. The motion passed 5 to 0.

Staff Reports

Assistant Director Jim Miller reported that the lottery for the spring classes was held today and went well. A Valentine's Day party was held at the Senior Center today with 150 seniors in attendance. Youth basketball is at the midseason point. The Fitness Center has been busy and revenue was up for the month of January. The new equipment was installed and has been very well received by members. Because of the snow days that have been used by the School District, the starting dates for the summer camps have been moved back to June 23rd. This presents a challenge in finding college kids to fill the camp staff positions.

Scarpelli introduced Mark Simon the new Superintendent of Park Services. Simon reported that it has been a pleasant first week of employment with the Park District. He has been concentrating on getting familiar with the park sites and getting to know staff.

Executive Director Tom Mammoser stated that staff did a good job of snow removal at the Park District facilities during the recent snowstorms. The District has a sufficient supply of salt.

Assistant Director Don Kappel told the Board that the Park Services department has been involved with the snow removal. The outdoor ice rink has been in service for a month and a half. Staff has been working on the budget and putting together information for capital purchases. Certain staff were involved in the Superintendent of Park Services hiring process. The damage at the Prairie Meadows bathrooms was repaired and the bathrooms are open and available for people using the ice rink. The new pens at the Zoo are almost finished. An engine with 35000 miles was installed in the Ford Explorer and it is working fine. Kappel thinks the vehicle will be kept for at least another year. Staff has been working on the Boys and Girls Club van. Plant orders have been placed for spring plantings in the parks. Kappel reported that the Little League needs field #4 by April 19th. The Park District could not guarantee it would have the field ready by then. It has been determined that the League will use the large field for T-ball. In the fall the District will cut the field down to a small field. Mammoser stated that there has not been

further talk on building a 5th field at the complex. He explained that he had a conversation with Craig Slack from the Little League last week. Mammoser suggested the League could hold off using the field for the first few weeks of the season until the outfield has grown in. The League has indicated that they will keep the 4th field as in this season. Further discussion ensued on baseball.

Kappel reported that for the Administrative Services department he has been working on the situation on the Eickstaedt Salow property. He contacted Com Ed after they moved more of the utility poles onto the property the District owns. Com Ed stated that they believed the right of way had been acquired. Kappel informed Com Ed that was not true. He has not heard back from Com Ed since then. A new appraisal of the property was obtained and Kappel furnished a copy of the appraisal to the Commissioners. Reimbursement in the amount of \$23,034.85 was received from PDRMA for the August 23rd storm damage. Reimbursement in the amount of \$5,167.96 has been received from FEMA for the damage. Kappel has done the Executive Session Minutes review which will be presented to the Board at the next meeting. He has been working on the final draft of the Bartels Intergovernmental Agreement for the Board's approval later in this meeting. Work continues on the budget. The West Dundee project list was completed. He and Mammoser met with a representative for the development of the Heuser property. There was a concern from the Village of West Dundee that the District did not have flags in all the parks. Kappel sent them a copy of the State statute that says flags are only required to be displayed in supervised parks. All the District's supervised parks have flags in them. He did three exit interviews. The State of Illinois Bonnie Dundee Liquor License application was submitted. The OSHA 300 injury/illness logs have been posted. The health status memo was distributed to full time staff regarding changes in dependent status. A summary report was prepared regarding the youth scholarship program. The I-9 forms were reviewed. Dental fees were revised. The list of dependents who are 19 and 25 years old was reviewed and the employees were informed that the dependents might be losing health insurance coverage if they are no longer a full time student or if they are a full time student turning 25. Property tax affidavits were submitted to Kane County. The store charge lists were reviewed. The annual drivers license check was done. The Randall Oaks State Liquor License application was submitted and received. The annual women's healthcare and cancer notification was sent out. The annual requirement for Board Meetings was posted.

Citizens to be Heard

None.

Director's Report

1. IPRA Conference Review – Mammoser stated that the IPRA conference was held in January. He attended an interesting session entitled “Directors and the Law”. The instructor stated that park districts are probably the least legislated unit of government in the State. That means there are fewer rules that apply to park districts. Mammoser also attended a session on accessibility issues. He found another local resource that the District could use to look at its facilities for an evaluation. Mammoser attended a session regarding legal issues. He

also attended a session on skate parks which he will go into further discussion about later in this meeting. He visited software providers at the exhibit hall. There was nice staff interaction at the conference and he feels it was a good experience.

Bonkoski attended a session regarding building a new recreation center. The overall theme he came away with from that session was a focus on using recyclable products in the construction. Meschewski stated that the conference was great. One of the highlights for him was a session on how to get more of the Hispanic population involved in the park district.

2. Skate Board Park Information – Mammoser found the conference session on skate parks to be very interesting and informative. More and more communities have skate parks. It is becoming a standard amenity within a community. The complexity of determining what to build and where to build it make planning a skate park a difficult project. It is also not a cheap project. The speaker gave the statistic that there are more skateboarders than baseball players. He stated that if a community does not have a skate park that the community is a skate park. Kids will use whatever is available for skateboarding. Skate park design is complex because the levels of skateboarding are vastly different. The session covered many different aspects of design and construction. If and when the District decides to build a skate park there will be a multitude of considerations that will need to be addressed. Mammoser stated that building a skate park would require an expenditure of between \$150,000 to \$300,000. Mammoser has had preliminary discussions with the Village of Algonquin regarding an interest on their part to pursue a grant with the Park District to possibly build a skate park in 2009. Mammoser stated that it was a very good session and he learned a lot about the subject. Much discussion followed regarding the topic. Scarpelli suggested the District could send a letter to the Villages asking if they had any opinions on whether or not they would want a skate park in their community. Mammoser stated that the first step the District may want to take is to look at the locations that are available for a possible site and determine what sites would be feasible before the Villages are asked for their opinions. Scarpelli suggested that the District could ask if Springhill Mall may be interested in having a skate park built at some location in their parking lot. Mammoser stated that staff will begin to do research on the matter.
3. Goals 2008-09 Fiscal Year – Mammoser reviewed a list of goals that he presented to staff last week. There is nothing on the list that has not been discussed previously. Technology is an important consideration and the list includes timeframes for implementing some of the changes. More information needs to be gathered on the concept of a new recreation center. For the last several years Mammoser has emphasized to the Board about the change in the financial nature of golf operations. The District has attempted to attack that challenge through enhanced customer service. Park appearance

is something that has been discussed and the District wants to emphasize this in the upcoming spring and summer seasons. Another significant goal is to look at the fitness center aspect of the Recreation Center. Business is changing due to demographics and competition. The District needs to examine how it will evolve and change how the center is marketed to adjust to the changing demographic. Those are five major areas that Mammoser would like to see the District make progress on in the upcoming fiscal year. Staff is in agreement with the five goals. Mammoser explained that the timelines shown on the goals list are guidelines and are flexible. Discussion followed regarding timelines for a new recreation center.

President's Report

None.

Change in Agenda Order

Meschewski made a motion with a second by Peterson to move item #9 Executive Session on the Agenda to be the next Agenda item after item #6 President's Report. The motion passed 5 to 0.

Executive Session

At 8:15 p.m., Meschewski made a motion with a second by Bonkoski 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 9:00 p.m., Bonkoski made a motion with a second by Meschewski to move that the Board reconvene into regular session. The motion passed 5 to 0.

Old Business

1. Bartels Property Lease – Scarpelli presented the most recent draft of the Intergovernmental Agreement for Lease of Township Property and requested a motion for approval pursuant to receiving an Exhibit A that describes all of the Bartels property less the house and the 14 acres that the District already has under a previous Intergovernmental Agreement.

Meschewski made a motion with a second by Rakow to approve the Intergovernmental Agreement for Lease of Township Property between Dundee Township and the Dundee Township Park District regarding the Bartels property pursuant to the Dundee Township including Exhibit A. The motion passed 5 to 0.

2. Raceway Woods – Rakow stated he has been in contact with former Commissioner June Keibler who asked if anything has been done at Raceway Woods regarding a construction project that was discussed prior to her leaving the Board. Mammoser stated that there had been a meeting at the site when Keibler was still involved to observe the progress that had been made on the

trail system. Rakow stated that adjacent property owners along with Dundee Township are looking to hire a contractor to do some work and Keibler wondered if the District was involved with helping to finance that endeavor. Assistant Director Kappel stated that there is a plan that was put together for the continued upkeep of the trails and for eradication of buckthorn and other invasive plants and the reseeding of native plants to the area. Kappel stated that a burn could not be done because the burn permit expired and the new burn permit was not received until December. The District will contract for and do a burn in the spring if possible. Mammoser stated that it was discussed in the past to add some areas along the stream bank to stabilize the area. When the area was flooded last August, there was a concern about the bridge. Kappel stated that the District has spent around \$10,000 over the past year for work at Raceway Woods. Mammoser stated that on Friday morning, he and Kappel have a meeting with the Forest Preserve District and Dundee Township to discuss Raceway Woods.

New Business

1. Heuser Property – Mammoser explained that he and Kappel met with a representative from the industrial/commercial developer who is putting together a plan for the Heuser's to sell the property. The property will be developed as commercial/retail on the frontage of the property and light industrial/business on the back of the property. The representative wanted to get the District's opinion of shared access off of Randall Road. He also discussed putting their entrance road on the District's property. Mammoser told him that it is up to Kane County to make the final decision on the allowable access. The District knows there will be an entryway off of Randall Road where the District will have an 80 foot entrance to its Recreation Center. It is doubtful that the District would get an additional access from this developer's plan. But the District would gain from having someone else help pay for a road into the Recreation Center. Scarpelli stated that the District can relate that it is interested in pursuing the option of shared access but it will need a more concrete plan with further detailed information.
2. Capital Projects Workshop – Mammoser stated that annually at this time of year he brings to the Board a list of capital projects that staff is considering for the next fiscal year's budget. He would like to hold a workshop prior to the next Board Meeting beginning at 5:30 p.m. The workshop would be optional for the Board. He would have department heads attend the workshop. Mammoser would go through the capital project list and give the Board an opportunity to ask questions of the staff and get a sense of what will end up in the final budget and what may not make it to the final draft. Dinner would be made available and the regular Board Meeting would begin at 7:00 p.m. Discussion followed regarding the location for the workshop and meeting.

Bonkoski made a motion with a second by Meschewski to begin the February 20, 2008 Board Meeting at 5:30 p.m. The motion passed 5 to 0.

Meschewski made a motion with a second by Peterson to move the February 20, 2008 Board of Park Commissioners Meeting to the Bonnie Dundee Golf Course Clubhouse and if it is not available, the Senior Center would be the second choice. The motion passed 5 to 0.

Approval of Executive Session Minutes

Bonkoski made a motion with a second by Meschewski to approve the Executive Session Minutes from January 16, 2008. The motion passed 5 to 0.

Adjournment

Bonkoski made a motion with a second by Meschewski to adjourn the meeting. The motion passed 5 to 0. The meeting adjourned at 9:26 p.m.