

DeKalb Park District
May 9, 2013
Swearing In

BOARD MEMBERS PRESENT: Acting President Mike Teboda, Commissioners Per Faivre, Don Irving, Keith Nyquist, and Phil Young.

STAFF MEMBERS PRESENT: Director Cindy Capek, Asst. Director Brad Garrison, Asst. Director Lisa Small, Colleen Belmont, Tom Boyce, Scott deOliveira, Jane Holdridge, Roger Huber, Autumn Kelly, Josephine Knoble, Roger Olsen and Bill Ryder.

OTHERS PRESENT: Park District attorney James Rock of Ancel Glink, Bryant Irving, Lynne Kunde, Tim Schoo, Angela Bollinger, Scott Elliott, Phyllis Franzene, Don Franzene, Bessie Chronopoulos, David Thomas, Craig Smith, John Naples, Kathy Crafts, Mary Lincoln, Jane Levinsky, Marvin Levinsky, Rich Rice, Dean Holliday, and Connie Holliday.

Acting President Mike Teboda began the swearing in at 6:45 p.m. and welcomed the newly elected Board members.

Swearing in to office of New Park Board Members

Commissioner Phil Young administered the Oath of Office to newly-elected Park Board members Per Faivre, Don Irving, and Keith Nyquist.

The audience, staff and Board welcomed them with a round of applause.

Announcements

Director Capek reported that a total of 80 golfers would be participating in the District's 7th Annual Scholarship Golf Outing scheduled for Friday, May 10 at River Heights Golf Course.

Acting President Teboda commended Director Capek and staff for establishing the Scholarship Golf Outing and noted that proceeds from the outing provide low-income families and individuals with the opportunity to participate in recreation programs and facilities.

Director Capek stated that the community has been very supportive and continues to donate to the cause.

Director Capek distributed copies of PDRMA's Annual Report and explained that PDRMA is the District's risk management agency. Capek noted that the District has elevated its level of safety procedures with additional training and workshops.

Acting President Teboda commended staff for their dedication to safety and for maintaining an accident/injury free workplace.

Program Director Ryder reported that adult summer softball at Katz Park had begun and that staff was preparing for the youth baseball and softball leagues scheduled to begin in late May and early June.

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Public Meeting

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I. Meeting Called to Order

Acting President Mike Teboda called the May 9, 2013 public meeting to order at 7:00 p.m.

II. Approval of Agenda

Commissioner Don Irving made a motion to approve the May 9, 2013 agenda. Commissioner Keith Nyquist seconded the motion.

Commissioner Nyquist requested that the agenda be amended to also include the dissolution of the DeKalb Nature Trail Working Group Sub-committee.

Commissioner Phil Young made a motion to approve the amended agenda. Commissioner Per Faivre seconded the motion and all members voted unanimously in favor.

III. Approve Minutes from Previous Meetings

Commissioner Young made a motion to approve the study session, public meeting, and executive session minutes of April 11, 2013, and the DeKalb Nature Trail Working Group minutes of April 1, April 8, and April 17, 2013. Commissioner Nyquist seconded the motion and all members voted unanimously in favor.

IV. Election of Officers

Commissioner Irving made a motion to approve Phil Young as Park Board President. Commissioner Faivre seconded the motion and all members voted unanimously in favor.

Commissioner Nyquist made a motion to approve Per Faivre as Park Board Vice-President. Commissioner Young seconded the motion and all members voted unanimously in favor.

Commissioner Young made a motion to approve Keith Nyquist as Park Board Secretary. Commissioner Faivre seconded the motion and all members voted unanimously in favor.

Commissioner Faivre made a motion to approve Don Irving as Park Board Treasurer. Commissioner Young seconded the motion and all members voted unanimously in favor.

V. Correspondence

President Young reported that he received a letter via email from Ronald Cress.

Secretary Nyquist read the email noting that Cress welcomed the new Park Board members and expressed wishes to see a welcoming of citizen volunteer help. The email also requested that the new Board take into consideration removing the "Caution: Stay on the Path" signs between Country Club Lane and Sycamore Road.

VI. Staff Service Award: Randy Hjelmberg, 25 years

President Young presented Randy Hjelmberg with a staff service award for his 25 years of service to the DeKalb Park District.

Asst. Director Garrison noted that Hjelmberg had been involved in a multitude of projects throughout the years and that as Park Maintenance Level 2 he is responsible to perform a variety of maintenance activities to include – snow removal, mowing, sanitation, tree removal, various facility & equipment repairs, turf applications, playground maintenance, safety inspections and upon occasion Randy will work on some capital projects.

Garrison also noted that during Randy's tenure, the Park District has added 30 parks totaling over 230 acres, and that Randy's efforts have helped make the District a better place to recreate.

VII. Business from the Floor

Angela Bollinger welcomed the new Park Board members and presented the Board with a plaque and card thanking past Park Board Commissioner Dave Mason for all his years of service to the DeKalb Park District and the community. The Board accepted the plaque on Mason's behalf.

DeKalb resident Marvin Levinsky suggested that the District develop a program that would enable people to donate money for trees to be planted along the Nature Trail.

President Young asked Asst. Director Garrison to review the District's Tree Donation Program.

Asst. Director Garrison explained that the District already has a tree and bench donation program. A tree donation is \$600 and includes planting and memorial plaque installation.

Levinsky recommended that the Board take into consideration adopting a tree donation program of \$100 per tree.

DeKalb resident Jane Levinsky reported that there were numerous large divots along section 7 of the Nature Trail and asked that the Board address the issue. Levinsky also asked that the Park Board hold off on restoring Section 7 of the Nature Trail.

VIII. Old Business

A. Dissolve the DeKalb Nature Trail Working Group and the DeKalb Nature Trail Working Group Sub-Committee

Commissioner Nyquist made a motion to dissolve the DeKalb Nature Trail Working Group and the DeKalb Nature Trail Working Group Sub-Committee. Commissioner Faivre seconded the motion and all members voted unanimously in favor.

B. Authorization to Pay PHN Architects for Schematic Design Phase

President Young asked District attorney James Rock if it was premature to discuss payment to PHN Architects when the new Board had not yet discussed the future of the pool project.

District attorney Rock agreed and stated that the Board first needed to determine what direction they wanted to pursue regarding the pool project.

Commissioner Faivre expressed concern about a possible lawsuit under the Prompt Payment Act.

Attorney Rock replied that PHN Architects had received prompt notice from the District that a 10% retainage fee was being held until the Board decided upon the direction of the pool project.

Faivre also expressed concern that PHN Architects might place a lien on the District. Attorney Rock replied that a lien cannot be placed against a public entity.

No action was taken by the Board on this item.

IX. New Business

A. Appointment of Attorney

Commissioner Faivre made a motion to approve the firm of Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer, P.C. for legal services. Commissioner Nyquist seconded the motion and all members voted unanimously in favor.

B. Appointment of Representatives to KSRA Board of Directors

Commissioner Teboda made a motion to approve Cindy Capek and Lisa Small as KSRA Representatives. Commissioner Faivre seconded the motion and all members voted unanimously in favor.

C. Resolution Authorizing Treasurer to be Authorized Signatory on District Bank Accounts

Commissioner Teboda made a motion to approve a Resolution Authorizing the Treasurer, Commissioner Don Irving to be an Authorized Signatory on District Bank Accounts. Commissioner Faivre seconded the motion and all members voted unanimously in favor.

President Young asked about the Certification of Business Depository Resolution included in the Board packet. Asst. Director Small stated that the signatory note would be re-printed with Treasurer Don Irving's name and her name as authorized signatories for the District.

D. Resolution of Authorization for the ComEd Green Region Program Project

Director Capek asked that the Board approve the DeKalb Park District's participation in the ComEd Green Region Grant Program. The grant program would fund 50% of the cost to develop a 1.6 acre wet prairie in Hopkins Park. The total budget for the project was \$20,000.

President Young asked about the type of plants that would be part of the development of the wet prairie. Director Capek reviewed the plant information and explained that the 1.6 acre area was located in Hopkins Park adjacent to the bridge.

Commissioner Nyquist asked if the Nature Trail or other areas within the District had been considered for this grant. Director Capek replied that she felt the 1.6 acre area in Hopkins Park best met the requirements of the grant.

President Young stated that he was viewing this information for the first time and asked that the Board be provided with information and drawings prior to the meeting. He also stated that receiving the information with such short notice and being asked to make a rushed decision was a problem for him.

Director Capek stated that the grant information was received late and that she was not able to include it in the Board packet. The staff had just enough time to prepare the material for the meeting.

Commissioner Faivre made a motion to approve the Resolution of Authorization for the DeKalb Park District's participation in the ComEd Green Region Program. Commissioner Teboda seconded the motion and Commissioners Nyquist, Irving and Young all voted that they were not in favor. Commissioner and Faivre voted that they were in favor.

The motion failed and the Resolution to participate in the ComEd Green Region Grant Program was not approved.

E. Approval of Equipment Purchase over \$10,000: Golf Course Fairway Mower

Commissioner Faivre made a motion to approve the purchase of a Golf Course Fairway Mower in the amount of \$43,148.43 from Reinders. Commissioner Teboda seconded the motion and all members voted unanimously in favor during a roll call vote.

Director Capek noted that the mower had been budgeted for in the capital projects fund.

F. Set Meeting Date for Pool Discussion

Commissioner Faivre suggested that a meeting be set to join efforts with the Sycamore Park District to discuss the possibility of jointly constructing a pool facility.

Commissioner Teboda stated that in the past, the DeKalb Park Board had met with the Sycamore Park Board to discuss the pool project and it was determined that 70% of the burden would fall on the DeKalb tax payers.

Director Capek asked that the Board provide her with several potential meeting dates and that she would contact the Executive Director of the Sycamore Park District to express the Board's interest in a joint meeting.

Capek also requested that the Board provide her with a list of items to discuss during the joint meeting.

Commissioner Faivre asked that each Board member provide ideas about size, location, and other recommendations in regards to the pool project.

G. Informational: Public Meeting for the Development of Lions Park, May 20, 2013 at Lions Park Shelter, 6:30 p.m.

Director Capek informed the Board that approximately 200 letters were mailed inviting residents who live in the Lions Park area to discuss the proposed renovations to the park.

X. Financial Reports

A. Cash & Investment

There were no questions.

B. Purchase Orders

There were no questions.

C. Invoices

President Young asked about the \$3,500.00 invoice to William E. Hanna Surveyors. Director Capek noted that it was for survey work performed at Lions Park.

President Young also asked about the invoice to Ancel, Glink and if the services were for one month. Staff replied that the \$3,801.84 invoice was for legal services rendered during the month of March.

Lastly, President Young asked about the \$4,390.00 invoice to PHN Architects. Director Capek replied that it was for consultant costs for a tree survey, and planning time spent for zoning applications.

The Board approved the list of open invoices totaling \$143,171.91.

D. Budget/Actual Report

There were no questions.

XI. Committee and Staff Report

A. Ellwood House

Director Capek gave a brief overview of the April 23 Ellwood House meeting.

B. Plan Commission

There was no report.

C. Staff Reports

Asst. Director Garrison reported that park staff was busy attending to a wide range of seasonal issues such as: preparation of gardens, turf applications, mowing, tree removal, park/facility inspections, preparations of ball fields and shelter houses, lighting repairs, fencing repairs, and pot-hole repairs.

Staff was also performing a variety of repairs and maintenance at the pool and working on the following projects:

- Annie's Woods OSLAD grant
- DNR Museum Capital Improvement Grant
- ADA projects district-wide
- Lions Park OSLAD grant
- Projects at the Ellwood House
- Paving project for Prairie park with bid opening to occur in July
- Plantings along the Nature Trail

Garrison reported that the Memorial Day festivities would be held on May 27, 2013 at the Ellwood House and asked if Board President Young would be available to speak on behalf of the District. President Young replied that he would be available.

Garrison also noted that Hallgren Park would be part of this year's garden walk that was scheduled for July 13, 2013.

The Board agreed to meet at Annie's Woods on June 13 for an official photo at 5:45 p.m.

XII. Adjourn Public Meeting

Commissioner Teboda made a motion to adjourn the May 9, 2013 public meeting at 7:54 p.m. Commissioner Irving seconded the motion and all members voted unanimously in favor.