

**STATE OF ILLINOIS
COUNTY OF DUPAGE
DARIEN PARK DISTRICT
COMMITTEE MEETING OF THE WHOLE**

February 27, 2006

CALL TO ORDER

President Campagnolo called the meeting to order at 7:00 p.m. in Room 5 of the Marion Hills Community Center, 133 Plainfield Road, Darien, Illinois.

ROLL CALL OF THE BOARD OF COMMISSIONERS

Upon roll call the following Commissioners and staff were present:

PRESENT: Nancy Campagnolo, Frank Noverini, Neil Christensen,
Dick Simester, Shari Gillespie

ABSENT: None.

STAFF: Stephanie Gurgone; Executive Director, Robert Strickler, Superintendent of
Parks, Matt Henderson, Sportsplex General Manager

GUESTS: Donna Carter, Darien
Gloria Anderson, Darien
Jennifer Duda, *The Doings*

PUBLIC COMMENT AND GUESTS

President Campagnolo welcomed the guests to the meeting.

Ms. Gloria Anderson stated that she had some questions regarding the proposed landscaping at Sportsplex.

Executive Director Gurgone reported that the Sportsplex landscaping would be discussed under Short Term Goals and that Ms. Anderson would have an opportunity to speak.

COMMUNICATIONS

Executive Director Gurgone reported that the Board received correspondence from Attorney Murphey regarding the status hearing on February 16th. She reported that Attorney Murphey stated that he met with the State's Attorney, Anna Harkins and that she was extremely complimentary of the efforts made by the Board to demonstrate commitment to the Open Meetings Act Compliance and that the Board went above and beyond the minimum requirements.

COMMITTEE TOPICS

A. Long Range Goals

1. Bonding Scenarios/Community Center

Executive Director Gurgone stated that she met with Dave Phillips, Speer Financial to look at what scenarios were feasible for doing something for a community center. She reported that Speer based the scenario showing the new bond being issued in 2006 and that each year the issue is delayed and would change the figures.

Executive Director Gurgone stated that with this scenario the District would make no payments on the new bond until 2013 and would allow the District to continue to issue a bond each year for 2007-2012 for \$900,000 to pay off the \$2.5 million bond and use \$300,000 for capital projects each year. She reported that the principal that this would allow under the current scenario is approximately \$3 million.

Executive Director Gurgone reported that there are a lot of factors to consider if the District purchases Fairview. There is \$825,000 available from the sale of 7201 Cass and also money from the sale of Marion Hills. She stated that until more information is provided by District 61 everything is up in the air.

Commissioner Christensen asked how Speer structured the amortization. He stated that the interest payments are increasing over the life of the loan and the principal payments are decreasing over the life of the loan and usually amortization is the opposite.

Executive Director Gurgone stated that she would contact Speer for an explanation.

Commissioner Simester questioned how much the Downers Grove facility cost. He stated that he thought it was approximately \$10 million.

Executive Director Gurgone stated that the scenario provided shows that the District cannot afford to build a new facility without a referendum.

Commissioner Simester questioned the timing of the appraisal for Marion Hills.

Executive Director Gurgone stated that the appraisal is one of the items in Capital Projects and that the proposal from the architectural firm will evaluate everything for Marion Hills. She stated that until that time it is unknown.

President Campagnolo stated that it is very clear that the options are narrowed. She stated that the proposal from the architectural firm indicates that they would provide a cost of construction to build a new facility. She questioned why it was needed at this point. She further stated that she would like to see if Fairview is a possibility if the architectural firm can provide a proposal for Fairview instead.

Executive Director Gurgone reported that District 61 needs the money right away and that they do not want to wait. She stated that realistically they want to do something by the 2007-2008 school year.

Commissioner Gillespie reported that last she spoke with the Superintendent of District 61, that they were one year away from making any decisions.

President Campagnolo questioned where the referendum fit into District 61's plans.

Executive Director Gurgone reported that the referendum was for an operating fund increase and that they need operating money and capital money.

Executive Director Gurgone stated that Superintendent Strickler is checking with other architectural firms for price comparisons.

Superintendent Strickler reported that he has two proposals and that there are two others who have not contact him. He stated that a quick decision cannot be made on Fairview unless there is an analysis of both Fairview & Marion Hills.

Executive Director Gurgone stated that the present proposal indicated that Phase I and II would take approximately 10-12 weeks.

Superintendent Strickler stated that without Phase II the analysis would take approximately 4-6 weeks.

President Campagnolo stated that she would prefer to see Marion Hills as Phase I and Fairview as Phase II.

Superintendent Strickler stated that the present firm is not aware of Fairview and presently not part of the package.

President Campagnolo stated that the District will need to know if the Fairview building will meet the District's needs. She stated that approval of an architect would be put on the consent agenda for the March Board Meeting.

B. Short Range Goals

1. Remaining Capital Projects in 05-06: Skate Park/Sportsplex Landscaping

Executive Director Gurgone reported that Superintendent Strickler provided the Board with information regarding landscaping in the front of Sportsplex and updated information around the detention in Skate Park for the money that is budgeted for this year.

Superintendent Strickler provided a landscape plan for the detention area near Skate Park. He explained the difference between a wetland and detention. He further explained that Westwood Park is a wetland, and the skatepark is a detention area.

Superintendent Strickler reported that the area in the detention is low and grass will not grow. He reported that the area has a lot of water and that he contacted the company that is used for Westwood Park and asked them to take a look at the area. Superintendent Strickler stated that the City would like the District to correct the mud issue.

Superintendent Strickler reported that he asked for an analysis from the company and that he also spoke with the City Engineer and wild flowers were suggested. He stated that this seemed to be the best alternative because the area cannot accommodate any bush or tree due to the amount of water. Superintendent Strickler explained that it takes approximately three years to establish and that the cost would be \$19,476.43 for all the plants to be planted by hand from 2 inch pots and an additional \$6,060 per year for monitoring. He further explained that this would also include a control burn at the end of the season to reestablish thicker newer plants.

Executive Director Gurgone stated that this appears to be the only option because nothing else will survive.

Superintendent Strickler stated that the area will stay colored throughout the year.

Commissioner Gillespie stated that she would like to see other company quotes.

Commissioner Christensen asked if the job could be done with less than \$3,931 worth of plants.

Superintendent Strickler stated that he would get additional proposals.

2. Capital Projects for 06-07 Budget

Superintendent Strickler provided the Board with landscaping plan for Sportsplex. He reported that the proposal includes extending the concrete sidewalk and building a retaining wall. He further reported that a small patio with three park benches would be provided and that it would cost \$5,255 for the retaining wall.

There was much discussion regarding the plantings for the area.

Ms. Anderson questioned the landscape improvements at Sportsplex. She asked about the one gallon plantings and the continuous spreading.

Superintendent Strickler stated that all of the plantings will have a one year guarantee. He stated that he would get additional landscape quotes.

Executive Director Gurgone stated that there is \$50,000 allocated for Capital Projects. She reported that they have not received an pricing to date on the Skate Park equipment.

Executive Director Gurgone reported that Superintendent Strickler provided new information regarding the windows at the Barn. She stated that staff will be doing the work in house and that it would be under \$1,000 for the materials. She also reported that staff would also be fixing the cracks in the concrete at the barn.

Executive Director Gurgone reported that the capital projects list would continue to be adjusted throughout the year.

Commissioner Simester questioned the swim club bleachers.

Superintendent Strickler reported that the bleachers were being replaced with aluminum.

Executive Director Gurgone reported that out of the regular capital projects fund, Birchwood Pond work was the only project budgeted. She reported that there is \$10,000 in the facility reserve and \$10,000 maintenance reserve.

Commissioner Christensen questioned purchasing a Xerox machine.

Executive Director Gurgone reported that the maintenance leases are very costly and that when the agreement ends it is over. She reported that the District has had good luck purchasing the machines in the past.

C. Operational Issues

1. Sportsplex

a. Sportsplex Financials

Executive Director Gurgone reported that the Board received the Sportsplex financials through January 2006. She reported that the numbers are on track and the numbers are better than ever after factoring in the debt service. She further reported that the numbers are right where they should be.

Executive Director Gurgone stated that we are estimating \$600,000 in revenue at the year end with the field house. She reported that she received a check from Coke and that it will be divided between Marion Hills and Sportsplex and would go into corporate marketing.

Commissioner Christensen distributed a year to date net income chart. He stated that through January this is the best year even though the numbers are showing negative

numbers after debt service. He further stated that there are stronger months ahead and that Sportsplex is on target or ahead of budget.

b. Sportsplex Budget Draft

Executive Director Gurgone reported that she and General Manager Henderson have been involved in the budget process. She stated that they looked at the year to date and what projects are important for next year.

Executive Director Gurgone reported that they budgeted \$3,000 per month for concessions lease but that the number could be higher. She also reported that \$30,000 was budgeted for corporate marketing.

General Manager Henderson reported that he is working on a corporate sponsorship program and partnering with the Hawks Hockey Club to provide them the incentive with a 50/50 split. He further reported that they are looking to do anything from ice printing to signs.

Executive Director Gurgone stated that this a great opportunity and that the Hawks have a lot of connections.

Commissioner Christensen asked when the signage on Plainfield Road would have the Hawks name on it.

General Manager Henderson stated that he was aware of the change and he would make the changes but not before March 31st after the Huskies contract has ended.

Commissioner Christensen questioned the status of the high school spring league.

General Manager Henderson reported that there are 4 to 5 teams signed and that he is contacting those who played last year. He stated that he anticipated 16-20 teams.

General Manager Henderson reported that he is working on scheduling camps in the summer and that he is working on rentals for the summer. He stated that overall the numbers are very realistic.

Commissioner Christensen questioned the IHSL and their involvement with the Huskies.

General Manager Henderson stated that he has had numerous conversations with other high schools.

President Campagnolo questioned the status of the field house for the spring/summer.

General Manager Henderson stated that he is finalizing the programs with Kid's First and that the brochure will be mailed out the first week in April.

Executive Director Gurgone stated that they worked out the schedule with the Recreation Department so that the camps are not being offered at the same time.

General Manager Henderson reported that he is also working on the Koi Fish Show, circus, etc. and that there should not be less revenue than last year.

Executive Director Gurgone reported that staff is recommending that a contract with the Hawks Club for the Little Hawks program and a 50/50 split of profits from the program. She reported that depending on the registrations, Sportsplex will not owe the Hawks a set instructional fee. She further reported that the repairs and maintenance have been reduced due to staff's recommendation of hiring an Operations Manager and that a new job description and organizational chart is forthcoming.

Executive Director Gurgone reported that the capital projects increased to \$35,000 and staff will be prioritizing and finalizing a list and bringing it before the Board at a future meeting.

At 8:37 p.m. the Board took a five minute break.

2. Parks and Recreation

a. Rental Rates for Parks and Marion Hills

Executive Director Gurgone reported that the Board received the 2006 rental fees for Marion Hills and the Picnic permits. She stated that the fees do not reflect an increase for individuals or not-for-profit groups but that a \$25 increase was added for businesses. Executive Director Gurgone stated that the reason for the increase is that the business groups usually require additional clean-up generating more trash and involving staff time prior to the event. The Board agreed to place this item on the consent agenda.

3. Administration

a. DPD 05-06 Financials.

Executive Director Gurgone stated that the District financials are not provided every month. She reported that the financials are done on a cash basis and that there are no surprises. She further reported that the revenue is right where it should be and that the financials exceeded expectations.

b. DPD Budget Draft

Executive Director Gurgone stated that the revenue is consistent in all of the accounts and that the property tax is still an estimate and based conservatively. She reported that the legal expenses were reduced and the new fund is \$312,00 from the sale of the bond and with interest, approximately \$315,000 for capital projects. Executive Director

Gurgone also reported that the Liability Insurance Tort Fund is available for risk purposes and that PDRMA will do a review for safety reasons and provide the District with a list of what is needed. She stated that security features are being installed on the doors at the preschool.

c. Announce Budget Display Date

Executive Director Gurgone reported that she prepared the budget and appropriations ordinance and that it will be on display in a tentative form by March 10th and a public hearing at the March 13th board meeting and final approval April 10th. She reported that the budget would also be available on the website as soon as it is available.

d. Darien Fest

Executive Director Gurgone reported that she and Superintendent Strickler met with the Chamber and that the Chamber felt that \$2,500 was too high for maintenance labor and that they will provide their own maintenance.

Commissioner Gillespie suggested that the Chamber provide it to the District in writing.

Executive Director Gurgone stated that the recent letter states that the Chamber will provide their own maintenance.

Superintendent Strickler stated that he was concerned. He stated that the Chamber needed to be aware that they would be charged an hourly rate if the maintenance was not up to standard.

Executive Director Gurgone stated that she did not feel comfortable providing them with a list but that she would let them know that staff would not do anything.

Superintendent Strickler reported that he spoke with Bob O'Brien in Lisle and that the charge for Darien Fest is not unusual. He stated that Lisle charges \$3,000 per day for six days and also charges for labor.

Executive Director Gurgone stated that she would forward a letter from the Board to the Chamber regarding the rental fee costs.

e. Establish consent agenda for 3/13/06 meeting

Executive Director Gurgone reported that the picnic rates, the architect for Marion Hills and the landscaping for both Skate Park and Sportsplex with an amount not to exceed would be placed on the Consent Agenda for March 13th.

PUBLIC COMMENT

There was no one in the audience wishing to present public comment.

ADJOURNMENT

There being no further discussion, Commissioner Simester moved, duly seconded by Commissioner Noverini that the meeting be adjourned. Upon voice vote the Motion was thereby carried.

The meeting adjourned at 9:12 p.m.

Nancy Campagnolo, President
Darien Park District

Richard Simester, Secretary
Darien Park District