

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

**February 25, 2008**

**CALL TO ORDER**

President Campagnolo called the meeting to order at 7:00 p.m. at the Darien Sportsplex, 451 Plainfield Road, Darien, Illinois – Chalet Room.

**ROLL CALL OF THE BOARD OF COMMISSIONERS**

Upon roll call the following Commissioners and staff were present:

**PRESENT:** Nancy Campagnolo, Frank Noverini (7:04), Neil Christensen, Ray Jablonski, James Tikalsky

**ABSENT:** None

**STAFF:** Stephanie Gurgone; Executive Director, Cindy Garcia; Program Supervisor, Robert Strickler, Superintendent of Parks, Della Deldin; Superintendent of Finance, Matt Henderson; Sportsplex General Manager

**GUESTS:** None.

**PUBLIC COMMENT AND GUESTS**

A. Dave Phillips – Speer Financial

Mr. Dave Phillips, Speer Financial discussed a possible refunding of the series 1996 debt certificates, due to lower interest rates. He stated that the model shows that refinancing gives the park district flexibility from an operational standpoint to reallocate funds. Mr. Phillips stated that this was a great time for the District to borrow money.

President Campagnolo stated that it makes sense to refinance the bond. She stated that the question is whether to extend the debt for an extra year. She further stated that the District should try to contain the debt as much as possible and be fiscally responsible but looking at the parking lot at Sportsplex this might be a good time to do the repairs.

Commissioner Christensen stated that there are three layers of debt payment at Sportsplex. He stated that in 2017 the annual debt service payment drops. He further stated that by spreading out the maturity one year, the cash flow will not be hurt because the District will be accustomed to paying the money.

Executive Director Gurgone stated that staff could begin to get quotes on the parking lot and make a decision based on how much it will cost.

Commissioner Christensen stated that he would like to see 2016-2017 numbers at least within the same payment range as the others.

Mr. Phillips stated that the sale can occur whenever the District is comfortable with the amounts needed. He stated that refunding is working and that there are many districts that are refunding debt.

Superintendent Strickler stated that it will take time to determine what needs to be done on the parking lot and to receive quotes.

### **COMMUNICATIONS**

President Campagnolo reported that she received correspondence from a resident who was concerned about a room at the Community Center. She stated that she is attempting to contact the resident.

Executive Director Gurgone reported that she spoke with the resident and explained to her that the available rooms are limited until construction is complete.

### **COMMITTEE TOPICS**

#### **A. Operational Issues**

##### **1. Sportsplex**

##### **a. Refunding Series 1996 Debt Certificates**

##### **b. Rental Rates for Ice/FH/Chalet Room**

##### **c. Ice contracts for 2008-09, 2009-10, 2010-11**

Executive Director Gurgone reported on facility rates for Sportsplex for the next three years. She stated that General Manager Henderson provided information on proposed rates for the Field House, Room Rental and on the Ice Rinks which ties into the ice contracts.

Executive Director Gurgone reported that the rates for 08-09 are already set but that years 09-10 and 10-11 need to be determined. She stated that the two issues are DYC rates and also the issue of setting different rates for different rinks. She further stated that right now the rates are the same for the two rinks.

General Manager Henderson stated that after working in five different buildings that there was never a separate rate because of the seating but that in this rink, because of the high school component, there is a scheduling issue.

Commissioner Christensen suggested last year about charging a premium for prime time.

Executive Director Gurgone stated that none of the high school contracts have a ton of hours and that this would not significantly impact their total contract amount. She stated it would impact the Hawks and if they were charged a premium that could really hurt them.

General Manager Henderson stated that when you look at the amount of ice that the Hawks are buying giving them a better per hour rate would be in the District's best interest.

Executive Director Gurgone stated that the reason the ice contracts are only being presented is because staff is waiting to hear from LaCrosse America on what they are looking for in the Field House. She stated that the issue with DYC is that they will only run the leagues January through March and will not buy time November and December and they are looking for all day Saturday and clubs want time November through March. She further stated that by having DYC in the building there could be a field sitting empty November/December because the clubs will go elsewhere where they could buy time November through March. Executive Director Gurgone stated that the bigger discount DYC is given the District will already be losing revenue November/December. She stated that the DYC season used to be stretched November – March and was changed from January – March and they are unwilling to change.

General Manager Henderson stated that there are three different organizations that would buy November – March. He stated that the District will almost need to run a league if DYC won't use the field time. He stated that no one wants to buy just eight weeks of field time.

Commissioner Jablonski stated that we will probably have to discount the time to other groups for the November/December timeframe.

Commissioner Tikalsky stated that the District did promise the DYC that they would have a field.

Executive Director Gurgone stated that the District is not taking the field time away but that DYC could be more flexible. She stated that the reason DYC needs so much field time is because they are taking in so many kids. She asked the Board to consider setting a strict requirement on what percentage of residents they have in order to get the discounted rates. She stated that the non residents are not paying tax dollars to the District.

President Campagnolo stated that the premise behind giving them a discount is if the majority of the participants in DYC are residents they are actually funding the District by paying property taxes and as residents they are the collateral for the building.

Commissioner Noverini asked what hours are being given to the DYC.

General Manager Henderson stated that they are asking for Thursday night, Friday night and all day Saturday.

Executive Director Gurgone stated that if the DYC only took Darien residents they would have less participants and would need less hours.

Commissioner Christensen suggested doing one year contracts for the Field House for this year.

Executive Director Gurgone stated that staff could put together a residency policy and next year, do 3 year contracts and begin enforcing a residency policy.

The Board agreed to keep the ice rink rates the same per hour for the clubs. Executive Director Gurgone stated that staff will adjust the walk-in rates.

The Board agreed to place the rental rates and Ice contracts on the consent agenda.

**d. Sportsplex January 08 Financials**

**e. Sportsplex Budget Draft 2008-09**

Executive Director Gurgone reported that the Board received the Sportsplex January 08 Financials. She stated that the Board received the Sportsplex Budget Draft 2008-09 and that there was a summary that addressed any of the major changes from the current budget. She further stated that the building will be under construction for half a year and that it will affect the revenue and the District will still be paying the expenses but losing out on revenue for the Field House and the third sheet of ice. Executive Director Gurgone stated that the estimated time for using both will not be until November 1<sup>st</sup>. She stated that she will have a better idea on timing by mid summer. She stated that the schedule for the Community Center has been on target.

**2. Parks & Recreation**

**a. Rental Rates for Parks, DPDCC**

Executive Director Gurgone stated that the park rentals have decreased and that staff was recommending not raising the rates. She stated that for the DPDCC staff is recommending an increase in the rates from Marion Hills as the rooms are now larger and newly renovated. Executive Director Gurgone reported that staff surveyed multiple surrounding park districts to ensure that the rates are competitive.

Commissioner Noverini suggested showing the rentals on cable.

The Board agreed to continue to allow alcohol for pavilion rentals, as long as the renter purchased the permit and insurance.

**b. DPD Budget Draft 2008-09**

Executive Director Gurgone reported that the Board received the DPD Budget Draft. She stated that there are a lot more capital accounts and reserve transfers from the Corporate Fund, the Recreation Fund and the Bond Fund. Executive Director Gurgone stated that one

of the capital expenditures listed is the joint maintenance facility study with the City. She stated that the quote for the study is \$55,000, which would be split with the City. She stated that if the study moves forward the City will go out for bids for the study. Executive Director Gurgone stated that this is a lot of money to spend but without the study, the project can't move forward.

Executive Director Gurgone stated that if we move forward we would have to be clear to the City that the District would have only approximately \$700,000 from the sale of 802 Plainfield Road to put into a facility.

President Campagnolo stated that if we do the study now and nothing happens it will be a waste of money.

Commissioner Tikalsky suggested having the City build the facility and renting.

Superintendent Strickler stated that the District is running out of space. He stated that presently we are trying to make things work. He stated that the 802 building is outdated.

President Campagnolo stated that if the District does not contribute to the City the District will not have a voice.

Executive Director Gurgone suggested going back to the City and informing them that the District only has \$700,000 for a building. She stated if that if the money is not enough then why pay for the study.

Commissioner Tikalsky suggested asking the City to get a better feeling on what they are planning to build.

Executive Director Gurgone stated that she would have more discussion with the City and inform the Board of her findings.

**c. Reserve Transfers Resolution**

The Board discussed the resolution to transfer excess reserves to the capital fund and agreed to place the item on the consent agenda.

**d. Fitness Center Budget/Rates**

Executive Director Gurgone reported that the rates are for the fitness center and a preliminary budget. She stated that the equipment will have to formally bid.

Executive Director Gurgone stated that the bid that the Board received was from one vendor. She stated that every vendor has a different idea on how much equipment to install.

Executive Director Gurgone stated that staff researched other districts and that staff tried to come up with rates that fall somewhere in the middle. She stated that the District does not

want to compete with other fitness centers in the area but promote the fitness center to those who want to use the facility while dropping off children or those who are already coming to the building.

Commissioner Christensen suggested focusing on offering times when seniors and stay at home moms can use the facility.

Executive Director Gurgone stated that once it is determined who is doing the equipment the vendor will provide drawings and posters and promote it and that staff can sell memberships prior to opening.

**e. Fitness Center/Athletic Supervisor Job Description**

Executive Director Gurgone stated that the position will be responsible for overseeing the fitness center as well as athletic leagues and program. She stated that this position was being handled by Assistant Director Katsougris and staff in the past and that the position has not been filled for a while. She further stated that the salary range will be \$30,000 to \$35,000 with a hiring date of May 1<sup>st</sup>.

The Board agreed to place this item on the consent agenda.

**f. Amended 2007-08 Budget**

Executive Director Gurgone stated that the Amended Budget is due to the \$7.5 million bond and the related expenses this fiscal year. She stated that the public hearing will take place at the March 10<sup>th</sup> Board meeting.

**g. ESG change orders**

Executive Director Gurgone reported that the Board received the change orders. She stated that the Change Order 5: a new Multi-Zone Heating/Cooling Unit above the gym is higher than originally anticipated due to the condition of the current RTUs. Executive Director stated all of the ESG change orders were included in the capital budget.

The Board agreed to place this item on the consent agenda.

**3. Admin**

**a. Announce Budget Display Date**

Executive Director Gurgone provided the Board with a copy of the updated budget schedule. She stated that the budget and the amended budget will be on display by March 7<sup>th</sup>. She further stated that the two public hearings will be on March 10<sup>th</sup>.

**b. Change Commissioner Term Length to 4 years**

Executive Director Gurgone provided the Board with information from the Attorney on how the commissioner terms will be structured. She reported that President Campagnolo's term expires 2009. She further reported that if the Board decides to make the change the Attorney will prepare a resolution for the March 10<sup>th</sup> meeting.

Executive Director Gurgone stated that changing Commissioner term lengths to 4 years will result in a pattern of 3 Commissions being elected at one time, and 2 elected 2 years later.

The Board agreed to place this item on the consent agenda.

**c. New Policies for Personnel Manual**

Executive Director Gurgone reported that Superintendent Deldin found three new policies to be added to the Personnel Policy Manual. The Board agreed to place this item on the consent agenda.

**d. Establish consent agenda for 3/10 meeting**

Executive Director Gurgone reported that the Board agreed to place the Rental Rates for Sportsplex, the Ice Contracts, the Rental Rates for Parks and Community Center, the Reserves Transfer Resolution, the Fitness Center Rates, the Fitness Center/Athletic Supervisor Job Description, the ESG Change Orders, the Commissioner Term Length and the New Policies for Personnel Manual.

**PUBLIC COMMENT**

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

**ADJOURNMENT**

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

The meeting adjourned at 8:55 p.m.

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Nancy Campagnolo, President  
Darien Park District

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Ray Jablonski, Secretary  
Darien Park District