

**STATE OF ILLINOIS
COUNTY OF DUPAGE
DARIEN PARK DISTRICT
REGULAR MEETING**

May 21, 2007

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 were present:

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

ABSENT: None.

Staff: Stephanie Gurgone; Executive Director, Chris Katsougris; Assistant Director, Della Deldin; Superintendent of Finance, Robert Strickler; Superintendent of Parks, Matt Henderson; Sportsplex General Manager, John Murphey; Attorney

Guests: Gloria Anderson, Darien
Anita Simester, Darien
Jean Starshak, Lemont
Christopher Pollack, Naperville
Pat Gillespie, Darien
Jennifer Duda, *The Doings*
Carol Jablonski, Darien
Ray Jablonski, Darien
James Tikalsky, Darien
Donna Carter, Darien

PUBLIC COMMENT

None.

COMMUNICATIONS

President Campagnolo reported that Mr. Jim Strong stated that he lives in Westmont but that his son attends school in Darien at Eisenhower and that he wishes to get his son signed up for baseball. President Campagnolo reported that she emailed Mr. Strong forwarding him the DYC contacts.

President Campagnolo reported that she received an email from Mr. Peter Fasano, AESI Inc. of Energy Efficient Lighting Solutions who has been working with General Manager Henderson and following up as a sales call. She stated that she did not respond and that General Manager Henderson was following up.

President Campagnolo reported that the Board received copies of memos to staff complimenting the Sportsplex staff.

INSTALL NEW COMMISSIONERS

Attorney John Murphey swore in Mr. Ray Jablonski and Mr. James Tikalsky as new Commissioners to the Darien Park District.

RECOGNIZE OUTGOING COMMISSIONERS

Executive Director Gurgone recognized Dick Simester and Shari Gillespie for their dedication and years of service to the Darien Park District.

At 7:10 p.m. there was a short recess to welcome the outgoing and incoming Commissioners. The meeting reconvened at 7:21 p.m.

ELECTION OF OFFICERS

President

Commissioner Christensen made a motion, duly seconded by Commissioner Tikalsky to nominate Nancy Campagnolo as President of the Darien Park District Board of Commissioners.

Upon roll call the following Commissioners voted:

AYES: Christensen, Tikalsky, Noverini, Jablonski, Campagnolo

NAYS: None

President Campagnolo declared the motion carried.

Vice President

Commissioner Campagnolo made a motion, duly seconded by Commissioner Jablonski to nominate Frank Noverini as Vice President of the Darien Park District Board of Commissioners.

Upon roll call the following Commissioners voted:

AYES: Campagnolo, Jablonski, Noverini, Christensen, Tikalsky

NAYS: None

President Campagnolo declared the motion carried.

Secretary

Commissioner Campagnolo made a motion, duly seconded by Commissioner Tikalsky to nominate Ray Jablonski as Secretary of the Darien Park District Board of Commissioners.

Upon roll call the following Commissioners voted:

AYES: Campagnolo, Tikalsky, Noverini, Christensen, Jablonski,

NAYS: None

President Campagnolo declared the motion carried.

Treasurer

Commissioner Noverini made a motion, duly seconded by Commissioner Campagnolo to nominate Neil Christensen as Treasurer of the Darien Park District Board of Commissioners.

Upon roll call the following Commissioners voted:

AYES: Noverini, Campagnolo, Christensen, Tikalsky, Jablonski

NAYS: None

President Campagnolo declared the motion carried.

OFFICER REPORTS

A. President – President Campagnolo reviewed the duties of the Board with the new commissioners. President Campagnolo urged Commissioners to check email at least once a week and to respond immediately to inquiries as well as to keep staff informed. President Campagnolo encouraged the Commissioners to follow up with a phone call to staff and to the inquiring party.

President Campagnolo noted that Commissioners should not communicate regarding park district business, since that is a violation of the open meetings act. She discouraged communication with District staff and to only contact the Executive Director. She stated that Executive Director Gurgone has a great networking system that works.

President Campagnolo highlighted the difference between acting as a Board member and not as a staff person. She stated that the Board sets policy, develops long-range plans, monitors finances and serves as the voice of the taxpayers. She stated that an eye should be kept on the big picture and that the Board should not get involved in the day-to-day operations.

B. Vice President – No report.

C. Secretary – No report.

D. Treasurer – Commissioner Christensen presented the Treasurer's report ending April 30, 2007.

Commissioner Noverini made a motion, duly seconded by Commissioner Tikalsky to approve the Treasurer's Monthly Report for the month ending April 30, 2007.

Upon roll call the following Commissioners voted:

AYES: Noverini, Tikalsky, Campagnolo, Christensen, Jablonski

NAYS: None

President Campagnolo declared the motion carried.

ATTORNEY'S REPORT

Executive Director Gurgone reported that Attorney Murphey has scheduled the closing on Fairview school for June 11, 2007. She stated that after the closing, the park district will begin moving as soon as the school district vacates Fairview. The park district will then have six weeks to vacate Marion Hills.

Executive Director Gurgone reported that the State's Attorney order has been completed in 1 ½ years instead of 3 years due to good procedures. She stated that the minutes will not have to be forwarded to the State's Attorney.

STAFF REPORTS

A. Executive Director/SEASPAR

Commissioner Christensen stated that one of the recommendations from PDRMA was to be careful on who will handle the move. He asked for a status.

Executive Director Gurgone reported that staff has hired high school and college students for the summer to help with the move. She reported that PDRMA's recommendation was to send the hired employees for a pre-employment physical. She further reported that the summer help would be primarily moving boxes and that equipment such as copy machines would be moved by the copy machine company.

President Campagnolo stated that the PDRMA report noted that the Marion Hills facility was excellent for safety and housekeeping.

President Campagnolo also recognized the SEASPAR Darien athletes who will be competing in the summer special Olympics.

President Campagnolo highlighted the legal fees paid to Attorney Murphey and compared them to previous counsel's fees.

B. Assistant Director

Assistant Director Katsougris reported that the first Concert in the Park is scheduled for Wednesday, June 13th featuring "Impact of Brass". She stated that this concert is the first of three scheduled for the summer. Assistant Director Katsougris also reported that the next Flea Market is scheduled for Saturday, June 16th at Darien Community Park.

Commissioner Christensen announced that the Hop-A-Thon was a success.

President Campagnolo congratulated the 72 preschool graduates.

C. Superintendent of Finance

Superintendent Deldin reported that the annual audit will be conducted by Knutte & Associates beginning the week of August 20th.

D. Superintendent of Parks

Superintendent Strickler reported that the South Grove pond aerators have been installed and that there was positive feedback. He stated that the aerators will keep the algae down and make the pond look better than it has in the past.

Superintendent Strickler introduced Mr. Chris Pollack, landscaper.

President Campagnolo stated that she enjoyed reading Mr. Pollack's report and the survey of the trees. She stated that hours after completing Community Park with the scouts she received a positive email.

President Campagnolo questioned if the chemicals in the pond would kill the fish.

Mr. Pollack stated that the pond will be treated and that there are certain techniques that can be used that will not harm the fish.

E. Sportsplex General Manager

General Manager Henderson reported that he spoke with the Buona Beef restaurant opening in Darien and discussed sponsorship possibilities.

General Manager Henderson reported that staff is preparing for Sportsplex PDRMA review. He stated that the Moscow Circus will be returning on June 9th and 10th and that the details will be posted on the website.

General Manager Henderson reported that the spring programs are wrapping up and that staff received a copy of the financials.

Commissioner Christensen asked if staff was satisfied with the financials for April.

General Manager Henderson stated that he felt good and that there were a lot of big expenses all in one year.

UNFINISHED BUSINESS

None.

PUBLIC COMMENT (for consent agenda)

Ms. Gloria Anderson suggested that the new Commissioners be given a copy of the entire Open Meetings Act.

Executive Director Gurgone stated that new Commissioners were provided a copy of the Open Meetings Act along with the Board Member Policy Manual.

CONSENT AGENDA

President Campagnolo noted a change on the April 9, 2007 Board Meeting Minutes stating that Call to order was done by Dick Simester and not Nancy Campagnolo.

Commissioner Noverini moved, duly seconded by Commissioner Christensen to approve the Consent Agenda as presented:

Warrants and the amended April 9, 2007 Board Meeting Minutes.

Upon roll call the following Commissioners voted:

AYES: Noverini, Christensen, Campagnolo, Jablonski, Tikalsky

NAYS: None

President Campagnolo declared the motion carried.

NEW BUSINESS

A. Establish meeting dates, times locations for 2007-2008 fiscal year.

Executive Director Gurgone stated that if there are no changes that the Regular Board Meetings are scheduled for the second Monday of each month at 7:00 p.m. at Darien City Hall, 1702 Plainfield Road, Darien, Illinois. She reported that the dates of the meeting are June 11, 2007, July 9, 2007, August 13, 2007, September 10, 2007, October 8, 2007, November 12, 2007, December 10, 2007, January 14, 2008, February 11, 2008, March 10, 2008 and April 14, 2008. Executive Director Gurgone reported that if there are no changes that the Committee Meetings are scheduled for the fourth Monday of each month at 7:00 p.m. at the Marion Hills Recreation Center, 133 Plainfield Road, Darien, Illinois and will be moved to Fairview Elementary School, 7301 Fairview Avenue once the District has moved. She reported that the dates of the meetings are June 25, 2007, July 23, 2007, August 27, 2007, September 24, 2007, October 22, 2007, November 26, 2007, December – no meeting scheduled, January 28, 2008, February 25, 2008, March 24, 2008, and April 28, 2008.

B. SEASPAR 2007-2008 Budget

Executive Director Gurgone reported that the budget was approved by the SEASPAR Board at its April 17th meeting and is provided to each member entity of its Board's consideration.

C. 802 Drainage Project with City of Darien – approve 10’ drainage easement and expenditure not to exceed \$2,000 for project

Executive Director Gurgone reported that this is a drainage project with the City of Darien. She stated that the District will have to grant a 10 foot drainage easement along the west side of the property and that the City will be covering all costs associated with granting the easement.

Executive Director Gurgone reported that the District staff will be assisting with the work and that ¼ of the project cost will be approximately \$2,000 plus staff time.

D. Laura Stamm Ice Contract

Executive Director Gurgone reported that this contract is for Laura Stamm Power Hockey for summer camps with a total amount for the contract of \$11,040. Commissioner Christensen noted a change on page one of the contract to read June 18, 2007 not June 18, 2207.

E. Lakeshore Lacrosse FH Contract

Executive Director Gurgone reported that the Lakeshore Lacrosse wishes to purchase time next year on Tuesday and Sunday evenings in the amount of \$24,400. She reported that the time is significantly more then last year.

F. Sportsplex Maintenance Contract – announce RFP

Executive Director Gurgone reported that staff anticipated bringing a contract for approval for maintenance on the ice compressors and that all three proposals came in over \$20,000. She stated that the RFP will be on notice in the papers for contract approval at the June 11th meeting.

G. Sportsplex Concession Stand – announce RFP

Executive Director Gurgone reported that the current contract ends on August 31, 2007. She reported that the District wanted the vendor to stay instead of going out for an RFP but when staff had discussion with the vendor he wanted his rent reduced. Executive Director Gurgone reported that it is in the best interest of the District to go out for RFP. She stated that the minimum bid of \$3,000/month will remain.

Commissioner Christensen suggested lowering the minimum bid to save time if no one bids.

Executive Director Gurgone stated that she preferred to keep the minimum bid at \$3,000 because the bids are due on June 15th leaving time if necessary to put a notice in the paper again and seek approval at the July meeting.

H. Approve expenditure not to exceed \$20,000 for Fairview playground site work

Executive Director Gurgone reported that staff is currently receiving quotes for the site work at the Fairview playground site. She reported that staff will be doing the excavation work in house but outsourcing the concrete curbing work. She further reported that one proposal has been received to date for under \$13,000 and in addition expending capital funds for woodchips, benches, dumpsters, etc. Executive Director Gurgone stated that staff is recommending approval not to exceed \$20,000 for the Fairview site work.

I. Approve expenditure not to exceed \$30,000 for computer move & upgrades

Executive Director Gurgone reported that a final proposal from Netrix, the computer networking company for the move was received. She reported that the proposal includes labor and hardware and some needed server upgrades. Executive Director Gurgone stated that the Netrix engineers will disconnect and reconnect all of the servers and computers. She stated that staff is anticipating only 1 full day of downtime during the move. Executive Director Gurgone stated that staff is recommending an amount not to exceed \$30,000.

J. Public Comment (for new business)

None.

Commissioner Campagnolo moved, duly seconded by Commissioner Noverini to approve the New Business items as presented.

Upon roll call the following Commissioners voted:

AYES: Campagnolo, Noverini, Christensen, Jablonski, Tikalsky

NAYS: None

President Campagnolo declared the motion carried.

CLOSED SESSION

At 8:12 p.m. Commissioner Campagnolo moved, duly seconded by Commissioner Noverini to adjourn to Executive Session for the following:

A. 2(c)1 – Discussion of compensation of specific employees.

B. 2(c)2 – Discussion of salary schedules for one or more classes of employees.

The Regular meeting reconvened at 8:50 p.m.

ACTION ON AGENDA ITEMS 14A & 14 B (IF WARRANTED)

Commissioner Campagnolo moved, duly seconded by Commissioner Tikalsky to approve the compensation of specific employees as presented as discussed under 2(c)1.

Upon roll call the following Commissioners voted:

AYES: Campagnolo, Noverini, Christensen, Jablonski, Tikalsky

NAYS: None

President Campagnolo declared the motion carried.

Commissioner Campagnolo moved, duly seconded by Commissioner Noverini to approve the budget salary pool as presented as discussed under 2(c)2.

Upon roll call the following Commissioners voted:

AYES: Campagnolo, Noverini, Christensen, Jablonski, Tikalsky

NAYS: None

President Campagnolo declared the motion carried.

ADJOURN

There being no further discussion, Commissioner Campagnolo moved, duly seconded by Commissioner Tikalsky that the meeting be adjourned. Upon roll call vote the Motion was thereby carried and the meeting adjourned at 8:51 p.m.

Nancy Campagnolo, President
Darien Park District

Ray Jablonski, Secretary
Darien Park District