

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

**September 25, 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:** Frank Noverini, Neil Christensen, Dick Simester, Nancy Campagnolo

**ABSENT:** Shari Gillespie

**STAFF:** Stephanie Gurgone; Executive Director, Chris Katsougris; Assistant Director, Della Deldin; Superintendent of Finance, Robert Strickler; Superintendent of Parks, Matthew Henderson; Sportsplex General Manager

**GUESTS:** Gloria Anderson, Darien  
Donna Carter, Darien  
Jean Starshak, Lemont  
Jim Cavanaugh, Darien  
Jennifer Duda, *Suburban Life*

**PUBLIC COMMENT AND GUESTS**

President Campagnolo welcomed the guests to the meeting and opened the meeting to anyone wishing to make public comment.

Ms. Gloria Anderson, Darien asked for an update regarding the Commissioners attending seminars and with self evaluations. Ms. Anderson also asked if all of the paperwork was submitted to the State's Attorney's Office and when the next meeting was scheduled.

Executive Director Gurgone reported that all of the Commissioners attended a conference last November together and that all of the necessary paperwork has been forwarded to the State's Attorney's Office for every regular meeting and within the timeframe. She further stated that

Attorney Murphey has been attending semi annual meetings with the State's Attorney and in the presence of a judge.

Executive Director Gurgone stated that she would contact Ms. Anderson regarding the next scheduled meeting after she had an opportunity to speak with Attorney Murphey.

## **COMMUNICATIONS**

### **a. DuPage County Board**

Executive Director Gurgone reported that she received correspondence from Robert Schillerstrom, Chairman, DuPage County Board thanking the District for taking the time over the past several months to consider the possible location of a County Field Court Facility at the Darien Sportsplex. She stated that the County decided to keep the facility in Downers Grove.

### **b. Our Lady of Peace**

Executive Director Gurgone reported that she received correspondence from Our Lady of Peace School for the gracious hospitality the Sportsplex staff provided. She stated that the Sportsplex served the community well.

### **c. Vision Screening**

Executive Director Gurgone reported that she received correspondence thanking the District for providing the vision and hearing test to a child who attends the First Step Preschool and detecting a problem. Executive Director Gurgone reported that because of the recommendation, the child's vision is already improving.

## **COMMITTEE TOPICS**

### **A. Long Range Goals**

#### **1. Recreation Center**

Executive Director Gurgone reported that staff met with PHN Architects regarding South Grove Park and the Recreation Center. She stated this was the second time the staff met with PHN. Executive Director Gurgone stated that Superintendent Strickler will be meeting with PHN on October 18<sup>th</sup> to discuss DuPage County's stormwater issues. She stated that once there are preliminary timelines that she would present them to the Board.

Commissioner Simester questioned if there was any new information about the County using Community Park for stormwater detention.

Executive Director Gurgone reported that the issued was resolved because the County is no longer looking at Community Park as a site.

### **B. Short Range Goals**

None.

## **C. Operational Issues**

### **1. Sportsplex**

#### **a. Sportsplex Financials**

Executive Director Gurgone reported that the Board received the Sportsplex Financials. She stated that taking the ice down over the summer affected some of the revenue. She further stated that the financials also show a lot of repairs in August.

#### **b. Summer Recap**

General Manager Henderson reported that there were a couple big items that were not planned and that by the end of the month that the repairs and maintenance will be up but that it should taper off.

Commissioner Christensen stated that the summer months make it difficult to get a feel for the financials. He stated that the positive is that the District will not have to temporarily loan money to Sportsplex.

#### **c. Cash Flow**

Executive Director Gurgone reported that Superintendent Deldin provided as estimate of some figures based on the numbers last year. She stated that all of the ice contracts were in place.

General Manager Henderson reported that he is trying to hold off on any other repairs that do not need to be done immediately.

Executive Director Gurgone stated that the numbers are close to last year and that the District does not have to loan money to Sportsplex.

#### **d. Summer Projects**

General Manager Henderson reported that the lobby area and ice area of the building were worked on over the summer. He stated that the October Committee Meeting will be held at Sportsplex so that anyone wishing to can tour the updates. He further stated that he anticipates working on the Field House next spring and summer.

#### **e. Sportsplex Advertising**

General Manager Henderson reported that he is working on advertising and waiting for other groups to get their finances in place. He reported that he is working with a local advertising group that provides boards and marquees and that the District will receive 10%.

Executive Director Gurgone reported that staff is holding off on an advertising agreement until after working with other companies and evaluating the outcome.

#### **f. Fieldhouse Contracts**

Executive Director Gurgone reported that the Board received the policy for contract approval. She stated that she was seeking clarification on the policy and interpreting the policy to be contract amounts per year.

Commissioner Simester stated that he believed that the approval process was yearly.

Executive Director Gurgone reported that there would be two field house contracts that will require Board approval at the next meeting.

Executive Director Gurgone also stated that there is a Lacrosse group interested in renting time but that Lacrosse America does not want a competitor in the building. She stated that the contract does not stat anything and that it may be something that needs to be addressed should it become an issue.

General Manager Henderson stated that he will talk to Lacrosse America especially if they want to be at Sportsplex long term.

President Campagnolo questioned if the current contract could be amended.

Executive Director Gurgone stated that the contract could be amended.

General Manager Henderson reported that Lacrosse America signed the contract assuming that they would be exclusive to the Sportsplex.

Executive Director Gurgone stated that staff would address when it is necessary.

Commissioner Simester questioned if there was a mileage limit established with the management company in 2000. He stated that Sportsplex Management Group is building a soccer facility at 47<sup>th</sup> Street.

Executive Director Gurgone stated that she would look at the agreement.

The Board agreed to place the Field House contracts on the consent agenda.

## **2. Parks and Recreation**

### **a. Lindenwood Playground Update**

Superintendent Strickler reported that the park project is behind due to the rain. He stated that the playground was installed last Monday and the concrete on Saturday as well as additional concrete work and retaining walls.

Executive Director Gurgone stated that staff is hoping to have a dedication date available for the October Board Meeting so it can be announced on cable.

### **b. Parks Projects Updates**

Superintendent Strickler reported that a new sign for Sportsplex was ordered and that he was hoping to have it installed by the next Committee Meeting. He reported that staff started working on the VFW Memorial renovation and that it will be completed before Veteran's Day.

Superintendent Strickler reported that all the asphalt work around Marion Hills is completed and that he is seeking pricing to have some of the bike path seal coated at Community Park. He further reported that the tree trimming at South Grove Park is completed.

Superintendent Strickler reported that he is still working on the South Grove pond aerations but that because of timing the electrical will be installed and the aerators next year. He reported that Chris Pollack and Mike Skoby will be supervising a scout project at Driftwood Park on September 30<sup>th</sup> putting in a raised bed in front of the identification sign.

Superintendent Strickler reported that Skate Park landscaping cannot be done because of the rain.

**c. Darien Fest**

Executive Director Gurgone reported that the Board received a draft letter to the Darien Chamber regarding Darien Fest. She stated that the biggest issue was the removal after the fest and because of the rain there was a lot of damage to the park. Executive Director Gurgone stated that the idea behind the letter is to inform the Chamber of the changes in the future.

President Campagnolo asked if there was supervision during the removal in the past.

Superintendent Strickler reported that staff has supervised the removal in the past. He stated that this year staff also supervised and turned away semi trucks but that staff is not there around the clock.

Executive Director Gurgone stated that because of safety issues that staff will be repairing some of the ruts.

President Campagnolo questioned if the Chamber could be charged back costs for staff time.

Executive Director Gurgone stated that the \$5,000 fee would cover staff time.

President Campagnolo suggested that a gesture of good will from the Chamber would be to replace the tree that was split in half.

Superintendent Strickler reported that photos were taken of all the damaged trees.

President Campagnolo stated that that this was an odd occurrence because of the rain. She stated that the letter will open up a meeting with the Chamber for discussion.

Commissioner Simester stated that he was not in favor of any reductions and keeping the fee at \$5,000.

Commissioner Noverini stated that the garbage removal was not great.

President Campagnolo stated that the letter was good and that the Board will look for a staff recommendation for a fee for next year.

Ms. Anderson questioned who will be paying for the damage and if the Chamber will be accountable.

Executive Director Gurgone stated that the fee included the normal maintenance. She stated that the Chamber paid a lot of money for the park.

### **3. Administration**

#### **a. Capital Projects Update**

Executive Director Gurgone reported a savings of \$13,034 on finished projects and \$18,437 in interest. She reported that staff is waiting for the estimate on South Grove Pond work.

President Campagnolo asked if the residents were aware of what is being done at South Grove Park.

Superintendent Strickler reported that the residents are aware and that Alderman McIvor has taken an active role in keeping the residents updated.

Executive Director Gurgone reported that staff will reevaluate the Capital Asset Replacement Plan.

#### **b. Bank Proposals**

Executive Director Gurgone reported that the Board received a comparison sheet for Charter One, Citizens Financial, Fifth Third and Oak Brook bank proposals for the District banking services.

Commissioner Simester questioned if West Suburban Bank was contacted.

Executive Director Gurgone reported that Suburban Bank was not interested because they did not request an RFP.

Executive Director Gurgone reported that all the proposals provided interest rates and fees and that Citizens Financial had no fees and although some banks provided higher interest the interest did not outweigh the fees.

Executive Director Gurgone reported that Superintendent Deldin will be meeting with Citizens Financial to make sure they will provide the services as stated.

Commissioner Christensen stated that Citizens Financial has a good reputation.

President Campagnolo stated that the summary was impressive.

Executive Director Gurgone stated that the City and the Fire District have accounts with Citizen Financial. She also stated that Citizens Financial is also the closest and will help with daily deposits. Executive Director Gurgone stated that she and Superintendent of Finance Deldin would be meeting with Citizen's Bank, and would bring a final recommendation to the October 9<sup>th</sup> meeting.

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

**c. Appointment of Ethics Officer**

Executive Director Gurgone reported that Commissioner Christensen suggested that the District appoint an Ethics Officer to provide guidance where needed, as stated in the Ethics and Gift Ban policy.

Commissioner Christensen recommended Attorney Murphey because he can provide guidance from a legal standpoint.

Executive Director Gurgone suggested appointing the District's Attorney, instead of a specific named attorney.

The Board agreed with Executive Director Gurgone and to place the item on the consent agenda.

**d. Board Member Policy Manual**

Executive Director Gurgone reported that Commissioner Simester had some issues regarding the Board Member Policy Manual. She stated that Commissioner Simester asked if any of the old portions of the personnel policy manual should be added to the Board Policy Manual.

President Campagnolo suggested the following:

Preamble –A lot of redundancy. District not a public legislative body.

Cooperation between agencies – Redundant. Problem with paragraph 4 and 5.

Park District Involvement in Community Events – Executive Director responsibilities and not a Board policy unless Board wants to micromanage.

School and Park Facility Development – Micromanaging and bogging down the system. No intergovernmental agreement. Should not be in the policy.

Development and Maintenance of District Areas – Executive Director duties.

Consultants – Micromanaging. Have the controls in place.

Grant Applications – None.

Commissioner Simester stated that he was concerned with the attendance policy and that it should be higher unless there is an illness.

President Campagnolo stated that absenteeism affects the Board's business and if there were seven members it would be more flexible. She stated that attendance is to assure that there is a quorum and to allow the Board to communicate legally to prevent canceling a meeting.

Executive Director Gurgone stated that if there is a Board member who stops attending meetings it allows for flexibility to have a procedure and a hearing.

President Campagnolo commended Commissioner Noverini for perfect attendance at all Committee Meetings and Regular Meetings.

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

**e. Establish Consent Agenda for 10/9 Meeting**

Executive Director Gurgone reported that the Board agreed to place the Contract per year Approval Process, the Citizens Financial Bank Approval, Appointment of an Ethics Officer, the Board Member Policy Manual and the Field House Contracts (2) on the consent agenda.

**PUBLIC COMMENT**

Ms. Gloria Anderson congratulated the District on the successful Garage Sale. She informed staff that vendors were telling other vendors to spread out as much as you want because the District will not charge.

Assistant Director Katsougris stated that it was not true and that every vendor paid for a space.

Ms. Anderson questioned if there was any communication with District 61.

Executive Director Gurgone reported that she spoke with the District 61 Superintendent and that District 61 was passing a resolution to put Fairview up for bid. She stated that she heard that the school district will designate a minimum bid.

Executive Director Gurgone stated that the school district was informed that the District needed time to look at all the options and that the District was not able to make any decisions. She stated that the school district stated that they did not have time.

**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 8:32 p.m.

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Nancy Campagnolo, President  
Darien Park District

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Richard Simester, Secretary  
Darien Park District