



**Minutes of a Special Meeting of the  
Naperville Park District Board of Commissioners  
DuPage and Will Counties  
Held on 22nd day of March, 2010  
Administration Building Board Room  
320 W. Jackson  
Naperville, IL 60540**

**I. Call to Order**

The Special Meeting of the Naperville Park District Board of Commissioners was called to order at 6:00 p.m. by President Reilly.

**II. Roll Call**

**Present:**

President Mike Reilly  
Vice-President Gerry Heide (*arrive at 6:05 p.m.*)  
Commissioner Suzanne Hart  
Commissioner Ronald Ory  
Commissioner Andrew Schaffner  
Commissioner Marie Todd  
Commissioner Kirsten Young

**Absent:**

**Executive Staff:**

Kevin Finnegan – Parks Director  
Sameera Luthman – Marketing Director  
Ray McGury – Executive Director  
Mindy Munn – Business Services Director  
Eric Shutes – Planning Director  
Brad Wilson – Director of Recreation

**Staff:**

Mike Piszynski – Park Designer  
Jacki Stern, Board Secretary  
Dave White-Park Police

**Other:**

Derke Price – Attorney  
Jane Hodgkinson-WDSRA  
Sharon Gedvilas-WDSRA

**III. Unfinished Business**

A. West Street Athletic Fields – Intergovernmental Agreements

**Action and Motion Requested:**

**Commissioner Schaffner moved to approve Ordinance 707: Authorizing execution of an Intergovernmental Agreement with Naperville Community Unit School**

**District 203 for development improvements to portions of the West Street Properties; and**

**Move to approve Ordinance 708: Authorizing execution of an Intergovernmental Agreement with Naperville Community Unit School District 203 for the usage of the West Street Properties. Second by Commissioner Young.**

Commissioner Ory said that he would vote against both of these. There has been no indication of what is happening on the displaced garden plots. The Parks and Rec Committee have looked at these Ordinances. There are a couple of questions on how these relates to existing IGA with City. Is there any precedent which in case of conflict which is more binding? The city's lease with us takes precedence. No IGA for parking. It is student parking and students go through the NPD for permits.

**Roll Call Vote on Motion:**

Yes: Schaffner, Young, Hart, Todd, Heide, Reilly

No: Ory

Absent: None

(Motion Declared Carried)

**IV. New Business**

**A.. Discussion Items**

**1. WDSRA Proposed Budget FY 2010-2011**

Jane Hodgkinson from WDSRA-cover memo to budget. Ms. Hodgkinson would like the park district to approve the agreement to enter into an agreement with Carol Stream and the Ackerman Park agreement. Commissioner Ory noted that on page 4-personnel expenses total I think in these economic times a 2% salary increase is a little steep. The 2% increase in salary pool for full time. It is an average of all the member districts. Commissioner Ory said that our very dedicated staff will not be getting an increase this year and feels that WDSRA should be taking a similar approach. Vice President Heide asked if this increase was just for full time employees. It is for all management and support personnel and full time recreational staff. Commissioner Ory said that salaries seemed to average about \$73,000. All salary categories going up. Full time going up-part time is 2%. Seasonal is based on program revenue. Inclusion based on tax revenue. Significant increase – active aging. Based on how much the park district pays. We are the only park district that came in at zero. We are holding the line on salaries. Support increase in all categories for WDSRA. Discussing it at our next board meeting. 2<sup>nd</sup> Tuesday in April at 2pm at WDSRA offices. Public meeting. Commissioner Schaffner said that since we are contributing 1.4 million in revenue, how much stays in Naperville. Jane says that we are serving 33% are Naperville residents. All the programs that serve Naperville residents are located in Naperville. Our contribution is higher than that. Most people have to drive to the programs and that tends to steer them away. Less attendance from South Naperville. Commissioner Schaffner wanted to know how much are we spending per capita for our residents? Jane would have to figure out and get back to us. Are Naperville residents being treated fairly? All the taxpayers are being treated fairly. They would like to see more programs closer to them and then they we would sign up. Are we spending the same per capita for our

residents as West Chicago is? Commissioner Schaffner doesn't think we get quite the deal that some districts do that have programming closer.

Ackerman project – sports complex that we have purchased space. Glen Ellyn built sports center. Purchased extra time for gymnasium. Cost of space that \$500,000. 250,000 for construction and 250,000 for maintenance of all facilities. This would be a facility that Naperville residents take advantage of. If Naperville builds then we would do the same thing. We need space in South Naperville so WDSRA would be interested in purchasing it.

Commissioner Schaffner asked how the Turning Pointe deal fall through. It has not fallen through from WDSRA standpoint. They will continue to build the school. They are not close to knowing how much it will cost. WDSRA needs to do it because we have no programming space in South Naperville. Vice President Heide attended the Little Friends function. Has WDSRA ever discussed a partnership with Little Friends? Ms. Hodgkinson said that they have worked together for 30 years. WDSRA has partnered with many groups that take care of people with special needs.

## **2. 2010 Summer Camps Intergovernmental Agreement**

Director Wilson wanted to present the DRAFT IGA for summer camps. With the changes of the fee structure for summer camps, we wanted to put into place an IGA with school district and NPD for summer camps at North and Central. There may be some changes to this. This IGA will be brought to the board for approval. Attorney Price said that we should recognize that this contract is written as it may be the last year that we do this with District 203. Generated by the fact that staff did an analysis of cost and the structure had to change in order to recover some cost. District 203 staff was not happy with the changes. This will not automatically renew. Commissioner Ory asked if District 204 runs their own. Director Wilson said that we used to run Neuqua Valley camps, but they decided to run them on their own. He also mentioned that if District 203 decides to run their own, then we would fill the gap with our own programs. They do use part of a softball field, but it is written in an IGA.

## **3. Alfred Rubin Riverwalk Community Center Lease Amendment and Ecumenical Sublease**

The City owns the RCC and we lease it. The reason for this is Community Hall and kitchen renovation and this year we will replace the roof and parking lot. The city can terminate in 2021 and we would like to have a 30 year lease. After the city approves this change staff will then bring the new lease to the board. This was discussed in the Parks and Recreation Committee. This also ties into ecumenical lease. Staff met with head of ecumenical sub lease. Remained unchanged except for cleaning of space on a weekly basis. Commissioners wanted to know if the NPD talk to city about purchase. The city prefers to own it, but will work with us on a lease. Vice President Heide wanted to know how this lease is handled on a balance sheet – it is an expense. We don't own the asset so it is an expense.

## **4. Radio Communication System**

Director Finnegan opens the discussion by saying that the parks dept included 3 items for review \$95,351. This is from the new system being installed by aurora and the City. Once they cut over then ours will no longer work and we need to purchase new.

Commissioner Heide asked if this proposed system is the latest and greatest technology. Officer White said yes and motioned that currently we have to buy parts from Ebay to keep things running. This new system will have about a 20 year life which is about as far as you can go. Our technology is really old. As long as we want to stay current we have to be part of this new system. This has been budgeted for quite a while. For a while we were going to be asked to contribute to the infrastructure. Both cities are in for about 25 million dollars in infrastructure. We are going to piggy back onto their system. We could never duplicate this system on our own.

#### **5. Replacement of current Lightning Detection System for Nike, Centennial Park and Knoch Park**

This will replacement the Thor Guard system. It is no longer active at Centennial beach. This new system was tested at DuPage River Park. This is different then Thor Guard as this new system is a predictor. Staff is recommending this new system because it is much more reliable. The original pieces of equipment are starting to break down and they are not reliable. This new system will reduce false alarms as well. Sensing unit can go up to 3 miles. Is there any economy of scale if you need more alarm stations? Director Finnegan said that the technology has really changed.

#### **6. Grass Seed Bid Award**

Director Finnegan said that this went to public bid item. We required the contractor to give variety of items for mixes. Only two of the 5 bidders qualified. For the rye grass portion. Only one did it properly. We will recommend National Seed for Kentucky and Martinson for Rye grass seed.

Commissioner Schaffner asked if we are being repaid by people and/or groups who tear the field up. Director Finnegan said that we are evaluating that this year to look at total expenses. To see how they can be broken down and to see what kind of repayment we can get. Commissioner Todd said that to a certain extent you have to expect wear and tear. It is what we do. It is our purpose and our mission to provide recreational experiences. You are just going to have to buy more grass seed

#### **7. Current and Former Commissioner Golf Benefits**

Attorney Price said that these benefits are seen as income. We have to track and them and 1099 appropriately. In addition to we are going to track the benefit and W2. When current commissioners go out there it is our mission. When previous commissioners go out then they will receive a W2. With employees there is a certain level. We have to track because at a certain level 20% discount for employees. If they reserve a tee time. If the employee comes and waits until there is an opening and no one else will play they will get free golf. Seasonal staff will always be charged. Current commissioners can take it because it is part of your job and your office. With former, it is income, but it needs to be declared. How that would be monitored. It also takes family to the beach. Do we face a liability if we are not tracking accurately? Tracking it and issuing a W2. We will provide notice once we get direction from the board. Consensus is to report and send W2-Draft communication to those identified

#### **8. Nike Sports Complex Expansion – Construction Management Services**

Director Shutes sent information out in the March 12<sup>th</sup> weekly packet regarding the

benefit and need to hire a firm for construction management services contract. Looking for thoughts on this next step. We are in the RFP process. This is a heads up to you. The commissioners asked why we chose construction management instead of doing it in house. Director Shutes said that the project delivery method is construction management. This is similar to how we did the beach house project. Because it is such a large process we want a construction management firm to make sure that things go smoothly. With a project this large there is a big diversity in scope of work. This will all be done by a different trade. We would bid out to one general contractor. The general will get all the subs and then bid out. Can come in higher. The construction manager will look at document and separate different contractors and get the best bang for your buck. How do you choose what company to work with? Going with companies that we have a satisfactory relationship with. Time is of the essence with this project. With this approach items are capped and there are always ways to identify savings. Commissioner Schaffner said that this method it frees the planning department to plan so I agree with this route.

### **9. White Eagle Park 2010 Playground Renovation**

Director Shutes updates April 6<sup>th</sup> board meeting. Removal of existing play equip, new curbing expect it to come in lower. Commissioner Schaffner asked if we have measured resident demand for this playground. Renovating and keeping them safe is in high demand. Picnic shelter we are evaluating. Have the residents expressed a desire for the picnic shelters?

Had workshop last November and we had a follow up meeting? We are attending White Eagle homeowner meeting in April. They may want to donate some landscaping or other things to expand their park. April 12<sup>th</sup> is the HOA meetings. If we receive a donation then we would move forward with the construction and then put through a change order and a credit to the project. This is the 3<sup>rd</sup> or 4<sup>th</sup> meeting with residents

### **10. Burlington Park 2010 Site Improvements Project**

Forest Preserve owns the property, but it is our park. It is 2010 capital budget that was approved. Commissioner Schaffner asked how were decisions made with the residents. This is not a neighborhood park. We worked with community relations staff. It is part of our transition plan. We need to make it ADA compliant. There is no homeowners association with this area. This park is not a neighborhood park serving those areas. It is a community park or preservation area. Put in a shelter and picnic area.

Commissioner Ory said the park is one of the oldest in Naperville. This is one of a few places that residents can get out and have a picnic. The picnic shelter was probably used along the way. Does it get much use now? Are there other amenities that would be better use? It is an addition that is needed especially when we talk about ADA accessibility. Very similar to Seager Park.

### **11. DuPage River Sports Complex 2010 Trail Extension Project**

Director Shutes will bring the contract to the board for asphalt trail extension. Winds through Knoch Knolls wind back around tree line. The connection from the Park Support building to Segment 4 allows users to exit off. Will we lose a lot of trees? No we should not lose trees? We will do this spring or summer. Will go between our two west ball fields.

### **12. Revised Park Naming and Gift Acceptance Policies**

Director Shutes said the Parks and Rec committee have been working on this for some time. There has been some proposed revisions. March 12<sup>th</sup> proposed policies. One of the key improvements 5.3.2 to include a park amenity corporate sponsorship.

Unanimous vote. Recently with Nike development Cassandra Book expressed interest in having the pavilion named after her. She would donate \$2000 to NPD for naming rights if there is an interest. The park support building costs approximately \$800,000. We don't see it to offset the cost of the building, but as a donation to the park district. This is consistent to other park districts. Is this consistent with Riverwalk as well. It is not up to us for the Riverwalk it is up to the commission. Commissioner Ory asked what is the value of a bench. A bench can start at about \$2500. We may need to set a minimum threshold for corporate donations. The commissioners asked if we have to act on this in April or can we table it? President Reilly asked if the commissioners are comfortable with what is here or does the board want to think about it some more? Before board vote we should have some threshold for naming. The informal vote is; What is presented is acceptable KY SH MT MR

Not Acceptable – AS RO GH

This will be presented at the next meeting with some changes. Commissioner Young will take this back to the Parks and Rec committee for further review naming policies. Yes, vote on in two weeks.

Cassandra Book \$2000 donation. How to proceed. Commissioner Ory said that the naming rights seem to be separate. Have we received anything over and above this? There was a donation of land that we got a tax credit for. In addition she will get \$2000. Without money and the tax credit was considered a donation. Commissioner Ory said we take someplace in park to give her recognition. Agree to recognition, but not naming rights.

### **13. Knoch Park OSLAD Improvements – A/E Services**

Relates to OSLAD grant we just received implemented in 2010 to be constructed in late July early August. Once we receive announcement we do the design. 2<sup>nd</sup> year is the construction. We do not receive the dollars until they do the walk through. It is an improvement we need to make. Commissioner Schaffner asked if planning will put contingency fee on contract. There will not be a contingency fee for A/E services.

### **V. At 7:49 pm Commissioner Schaffner moves to adjourn to Executive Session to discuss *Land Acquisition* under 2(C)(5) under the Open Meetings Act. Second by Commissioner Ory**

Roll Call Vote on Motion

Yes: Schaffner, Ory, Hart, Todd, Young, Heide, Reilly

No: None

Absent None

(Motion Declared Carried)

### **VI. Adjournment**

**Action and Motion Requested:**

**At 8:01 p.m. Commissioner Schaffner moved to adjourn the March 22, 2010  
Special Meeting. Second by Commissioner Ory.**

**Voice Vote on Motion:**

Yes: Schaffner, Ory, Hart, Todd, Heide, Reilly

No: None

Absent: None

(Motion Declared Carried)

Respectfully submitted,  
Jacki Stern, Board Secretary