

**HOMEWOOD-FLOSSMOOR PARK DISTRICT
REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS
MINUTES OF DECEMBER 15, 2009**

The regular meeting of the Board of Park Commissioners was called to order at 7:30 p.m. by President Haderlein. Roll call was taken with Commissioners Bertram, Nevins, Johnson, Camin and Haderlein present. Also present were Executive Director Debbie Kopas, Superintendent of Recreation Doug Boehm, Superintendent of Finance & Administration Renae Ross, Superintendent of Coyote Run Dave Ward, Coyote Run Manager/Golf Professional Brian Smith, Irons Oaks Manager Tracey Anderson, Racquet & Fitness Club Manager Dave Thommes, Marketing & Public Relations Manager Nicole Castagna, Administrative Assistant Pam Melnyk, Irwin Manager Jodi Gosse, Secretary Cathi Hurtubise and Wolf & Company Representative John Deland. Attorney Matt Lulich arrived at 7:37 p.m.

CHANGE IN AGENDA – Item 5d on the Consent Agenda was moved to New Business Item 7d.

PRESENTATION – John Deland of Wolf & Company LLP audit firm gave an overview of the Comprehensive Annual Financial Report. Deland said cooperation with the district was once again wonderful. All information required for the audit was received and all questions were answered. Commissioner Camin asked if there was anything the district could improve upon. Deland replied there were no issues that Wolf felt should be brought to the board. Deland did say that retrieving financial information from RecTrac was at times difficult. Deland said staff is doing a wonderful job. Commissioners thanked Wolf & Company for their work and commended staff on a fine job.

COMMENTS FROM VISITORS – None

CONSENT AGENDA:

- a. 2010 Board Meeting Schedule
- b. Spring 2010 Fees & Charges
A report from the Superintendent of Recreation recommending the Board of Park Commissioners consider a motion to approve the Spring 2010 Fees & Charges.
- c. Irons Oaks Job Descriptions
A report from the Irons Oaks Manager recommending the Board of Park Commissioners consider a motion to approve the job descriptions for Irons Oaks as presented.
- d. Ordinance #554
An Ordinance of the Homewood-Flossmoor Park District Directing the Cook County Clerk as to Reduction of the Homewood-Flossmoor Park District's Real Estate Tax Levy for Levy Year 2009.
- e. Ordinance #555
An Ordinance Abating the Tax Heretofore Levied for the Year 2009 by the Homewood-Flossmoor Park District to Pay Principal and Interest on \$4,045,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2001A.

- f. Ordinance #556
An Ordinance Abating the Tax Heretofore Levied for the Year 2009 by the Homewood-Flossmoor Park District to Pay Principal and Interest on \$3,500,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2003.
- g. Ordinance #557
An Ordinance Abating the Tax Heretofore Levied for the Year 2009 by the Homewood-Flossmoor Park District to Pay Principal and Interest on \$3,495,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2005A.
- h. Ordinance #558
An Ordinance Abating the Tax Heretofore Levied for the Year 2009 by the Homewood-Flossmoor Park District to Pay Principal and Interest on \$8,555,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2006A.
- i. Ordinance #559
An Ordinance Abating the Tax Heretofore Levied for the Year 2009 by the Homewood-Flossmoor Park District to Pay Principal and Interest on \$2,510,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2009.

Commissioner Bertram moved to approve the Consent Agenda. Commissioner Camin seconded the motion. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approve

OLD BUSINESS:

- a. Truth in Taxation Public Hearing for Tax Levy
President Haderlein opened the public hearing at 7:42 p.m. No public was present. Director Kopas discussed the release of TIF money and levying for taxes. Kopas said staff fully expects to be capped at the same numbers as last year barring any small amounts of incremental growth in new property. Commissioner Nevins motioned to close the public meeting at 7:50 p.m. Seconded by Commissioner Camin. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approved.
- b. Ordinance #553
Commissioner Nevins moved to approve Ordinance #553, an Ordinance Levying Taxes for all corporate purposes for the Homewood-Flossmoor Park District, Cook County, for the Year 2009. Seconded by Commissioner Johnson. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approved.

NEW BUSINESS:

- a. Facility Rental Fee Increase
Commissioner Johnson moved to approve the rental rate increase for the Irwin Center and Dolphin Lake Clubhouse as presented. Commissioner Nevins seconded the motion. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approved.

b. Adventure Center Fees & Charges

Commissioner Bertram moved to approve the proposed fee schedule for the Irons Oaks Adventure Center effective May 1, 2010. Commissioner Nevins seconded the motion. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approved.

c. Equipment Purchase

Commissioner Camin moved to approve the purchase of two Matrix treadmills and one Stairmaster Stepmill from Professional Fitness Concepts in the amount of \$12,390. Commissioner Bertram seconded the motion. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approved.

d. Appointment of Freedom of Information Officer

Commissioner Camin moved to designate the Executive Director as the Freedom of Information Officer and for the Executive Director to have the ability to appoint other officers as needed. Commissioner Bertram seconded the motion. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approved.

APPROVAL OF MINUTES – Commissioner Johnson moved to approve the Minutes of November 17, 2009. Commissioner Nevins seconded the motion. On a voice vote, the motion was approved.

APPROVAL OF CLAIMS – Commissioner Nevins moved to approve the Claims List in the amount of \$365,804.43. Commissioner Johnson seconded the motion. Roll call vote with Ayes: Bertram, Nevins, Johnson, Camin and Haderlein. Nays: none. Motion approved.

PRESENTATION AND COMMENTS ON FINANCIAL REPORTS FOR THE PERIOD ENDING NOVEMBER 30, 2009 – Commissioner Bertram asked Manager Anderson to comment on Irons Oaks revenue. Anderson said that in September the Irons Oaks revenue was extremely high. Since that time, expenses have caught up and the fund now reflects a more typical balance. Commissioner Nevins asked about tax revenue. Superintendent Ross replied that 1.5 million was received in November and 1 million to date in December. Ross said TIF money has not yet been received. Commissioner Johnson was pleased with the November revenue at the golf course and the yearly revenue at the Ice Arena pro-shop. Commissioner Camin asked when to expect the TIF money. Ross replied TIF funds are typically received around this time.

COMMUNICATIONS:

- Letter from the U.S. Environmental Protection Agency recognizing Coyote Run Golf Course with a Certificate of Merit as part of the 2009 Conservation and Native Landscaping Awards program.
- Letter from the Distinguished Park & Recreation Accreditation Review Board informing the Homewood-Flossmoor Park District it is one of the first five agencies in Illinois to become accredited.

DIRECTORS REPORT & COMMISSIONERS' COMMENTS:

Director Kopas:

- Staff is excited that Tracey has accepted the Superintendent of Recreation position. Tracey will remain as the interim Irons Oaks Manager until the position is filled.
- The golf course closed on December 2nd.
- Bobby Hull will be at the Ice Arena on Thursday, December 17th from 5:00-9:00 p.m.
- Marketing has added additional distribution points for the Choices program guide.
- Gearing up for the busy season at the Club.

Commissioner Bertram:

- Enjoyed Breakfast with Santa.
- Concerned with the condition of the Zamboni.
- Several of the new classes to be offered in the spring sound interesting including Pet Communication, Dream Analysis and St. Joseph's Day Celebration.
- Will not be able to attend the January 5th committee meeting.

Commissioner Nevins:

- Asked about the coupons placed in the Tinley Park District's program guide. Manager Castagna said Tinley Park does not have their own skating program. Advertisements along with coupons promoting the H-F Ice Arena were placed in the Tinley Park District's winter/spring brochure.
- Asked about Hayes Beer Distributors and Starry Nights. Superintendent Boehm replied as a result of a donation marketing program by Supervisor Fisk, Hayes Beer has committed to Starry Nights as a sponsor for 2010.
- Asked about the plunger bowl. Director Kopas replied the plunger bowl is a social bowling event for staff.
- Enjoyed the tree lighting.
- Enjoyed the staff holiday party.
- Congratulations to Coyote Run on the Landscaping Award.
- Commented that receiving Distinguished Agency is a very big credit to staff. Asked Kopas what she thought about the process. Kopas replied the process was a bit complicated and the review disjointed at times however the park district is much stronger after going through the process.

Commissioner Johnson:

- Excited to have Anderson as Superintendent of Recreation and Boehm as Superintendent of Parks.
- Asked if there have been any more problems with the roof at Irwin since the initial leaks. Manager Gosse replied there have not been any additional problems.
- Happy to see the additional distribution points for the Choices brochure.
- It was discussed that Commissioner Camin and Director Kopas will be on Representative DeLuca's Parks & Recreation Advisory Committee.
- Asked about the additional board meeting scheduled for May. Director Kopas said the meeting on May 11th is Student Government Day.

Commissioner Camin:

- Asked how sales are going for Coyote Run gift certificates. Manager Smith replied sales are slow but hopes they will pick up as the holiday gets closer. Smith plans to send an email blast advertising gift certificates.
- Asked about the reduction in electric costs for the Irwin roof project. Superintendent Boehm replied a determined set amount for electric usage was included in the original bid documents. The actual electric usage was lower thus reducing the cost of the project.
- Happy to see that over 100 people participated in the Butterball Burner.
- Likes receiving pictures of projects done by the parks department.
- Congratulations on the Landscaping Award.
- Attended another Distinguished Agency committee meeting. The committee would like feedback on the accreditation process.

Commissioner Haderlein:

- Enjoyed the tree lighting. Commented that the tree lighting is one of his favorite days of the year. It was a great turnout; everyone seemed to be having a lot of fun.
- Enjoyed the staff holiday party.
- Wished everyone a happy holiday.
- Commented that all commissioners appreciate the work being done by staff.


Kopas reviewed several upcoming meetings:

- January 5 - Committee Meeting; goals, objectives and pools will be discussed.
- January 12 or 26 - possible dates for public meeting.
- February 2 - goal setting session district wide.
- March 2 – budget meeting.

Kopas reported that Steve Nemitz said he will pay \$25,000 towards Northwoods outstanding lease payments by the end of January.

Kopas met again with H-F High School yesterday regarding the Ice Arena. Kopas plans to write a letter to Mansfield and the school board seeking an annual contribution in addition to splitting the costs for a new cooling tower. Kopas will also recommend renegotiating the agreement. Kopas will ask Attorney Lulich to review the agreement prior to sending the letter.

ADJOURNMENT – Commissioner Nevins moved to adjourn the meeting at 8:53 p.m. Commissioner Johnson seconded the motion. On a voice vote, the motion was approved.


Respectfully submitted,
Deborah Kopas, Secretary