

**HOMEWOOD-FLOSSMOOR PARK DISTRICT  
REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS  
MINUTES OF NOVEMBER 16, 2010**

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 Nevins, Camin, Bertram, Johnson and Haderlein present. Also present were Executive Director Debbie Kopas, Attorney Matt Lulich, Superintendent of Parks and Planning Doug Boehm, Superintendent of Finance & Administration Renae Ross, Superintendent of Recreation Tracey Anderson, Superintendent of Coyote Run Dave Ward, Coyote Run Manager/Golf Professional Brian Smith, Racquet & Fitness Club Manager Dave Thommes, Marketing Manager Nicole Castagna, Irons Oaks Manager Cheryl Vargo, Administrative Assistant Pam Melnyk, Secretary Cathi Hurtubise and Leisure Services Committee Members Dallas Collins and Debbie Dennison. Steve Nemitz of Northwoods Restaurant arrived at 8:47 p.m.

**CHANGE IN AGENDA** – Presentation of the Comprehensive Annual Financial Report was removed from the agenda. Auditors were unable to make the meeting. The report will be presented at a later date.

**COMMENTS FROM VISITORS** – None

Commissioner Haderlein congratulated Commissioner Camin on his election to the National Recreation & Park Association Board of Directors.

**CONSENT AGENDA:**

a. Senior Advisory Committee Appointments

A report from the Irwin Center Manager recommending the Board of Park Commissioners consider a motion to appoint Shoshanna Falk, Kenneth Graham and Bunny Schultz to the Senior Advisory Committee for a two-year term from December 2010 through November 2012.

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

**OLD BUSINESS:**

a. Park District Master Plan

Director Kopas said proposals and sample master plans submitted by Heller & Heller and Houseal Lavigne were reviewed by staff. Staff felt most comfortable with Heller & Heller based on personality, their willingness and ability to work with the public, and most importantly, the end product. Heller & Heller also covered recreational programming more than Houseal Lavigne. After discussion, Commissioner Bertram moved to waive competitive bidding requirements because the nature of this contract is not adapted to award by competitive bidding because it requires the services of individuals possessing a high degree of professional skill and the ability of the individuals performing the work plays an important part in providing the services.

Commissioner Nevins seconded the motion. Roll call vote with Ayes: Nevins, Camin, Bertram, Johnson and Haderlein. Nays: none. Motion approved. Commissioner Johnson moved to authorize the Executive Director to enter into a contract with Heller & Heller Consulting, Inc., for survey and master planning services for an amount not to exceed \$34,980. Commissioner Bertram seconded the motion. Roll call vote with Ayes: Nevins, Camin, Bertram, Johnson and Haderlein. Nays: none. Motion approved.

b. Irons Oaks Alarm

Manager Vargo said at the September 21, 2010 board meeting Commissioners approved the purchase of fire and burglar equipment from Reliable. Prior to installation it was discovered that Reliable's proposal only included fire alarm equipment. Staff then went back to review the proposals that were previously submitted. Pyramid Alarm System was the only company that submitted a proposal as invited. Following discussion, Commissioner Nevins moved to rescind the approval of Reliable because they failed to provide a proposal that included burglar equipment. Commissioner Camin seconded the motion. Roll call vote with Ayes: Nevins, Camin, Bertram, Johnson and Haderlein. Nays: none. Motion approved. Commissioner Johnson moved to approve the agreement with Pyramid Alarm System to purchase fire and burglar equipment in an amount not to exceed \$16,480 with an annual monitoring fee of \$600. Commissioner Bertram seconded the motion. Roll call vote with Ayes: Nevins, Camin, Bertram, Johnson and Haderlein. Nays: none. Motion approved.

**NEW BUSINESS:**

a. Illinois Association of Park District Credentials

Commissioner Johnson moved to elect Commissioner Camin as the Delegate for the Annual Business Meeting of the Illinois Association of Park Districts. Commissioner Nevins seconded the motion. Roll call vote with Ayes: Nevins, Camin, Bertram, Johnson and Haderlein. Nays: none. Motion approved.

b. Coyote Run Cart Fees

Manager Smith said cart fees have remained the same since the golf course opened. With the cost of materials increasing yearly and minimum wage increases Smith recommends an increase in cart fees. Following discussion, Commissioner Nevins moved to approve a \$1.00 increase in cart fees. Commissioner Bertram seconded the motion. Roll call vote with Ayes: Nevins, Camin, Bertram, Johnson and Haderlein. Nays: none. Motion approved.

**APPROVAL OF MINUTES** – Commissioner Nevins moved to approve the Minutes of October 19, 2010. Commissioner Johnson seconded the motion. On a voice vote, the motion was approved.

**APPROVAL OF CLAIMS** – Commissioner Camin moved to approve the Claims List in the amount of \$2,913,875.00. Commissioner Johnson seconded the motion. Roll call vote with Ayes: Nevins, Camin, Bertram, Johnson and Haderlein. Nays: none. Motion approved.

**PRESENTATION AND COMMENTS ON FINANCIAL REPORTS FOR THE PERIOD ENDING OCTOBER 31, 2010** – Commissioners Johnson and Haderlein were pleased with revenue at the Ice Arena.

**COMMUNICATIONS:**

- Letter from Chris Schmitt on behalf of the Pinehurst Neighborhood.
- Board & Administrator, November 2010.

**DIRECTORS REPORT & COMMISSIONERS' COMMENTS:**

Director Kopas:

- Excited about the new Intergovernmental Green Team. The park district's Green Committee suggested the idea at an Intergovernmental meeting. Superintendent Ward has offered to get the committee started.
- The application for the Park & Recreational Facility Construction Act Grant Program is due in two weeks. Manager Vargo and Superintendent Boehm are working on the application. Staff will request funding for the Irons Oaks water remediation project.
- Budgets for 2011-2012 have been opened to staff.
- Great Lakes Bank is taking the park districts request for tax anticipation warrants to their loan committee for approval. Tax bills are out nine days earlier than expected. Kopas said it is possible the park district will not have to borrow money. Staff plans to hold any payments that can be delayed.
- The winter Choices book was delivered to the post office.
- Approximately one hundred tickets have been sold for the Blackhawks Alumni Game.
- Irons Oaks has obtained quotes and permits for prescribed burns.
- Materials for the new gazebo at Irons Oaks arrived today. R.I.S.E. students and staff will build the gazebo.
- Marketing staff attended the LERN Marketing Conference. Staff came back with a lot of new ideas and look forward to incorporating many of them.
- Enrollment specials at the Racquet Club resulted in one hundred new members.

Commissioner Bertram:

- Excited about the H-F High School football game with Mt. Carmel on Saturday.
- Asked about application of bio-solids at the golf course. Superintendent Ward replied the Metropolitan Water Reclamation District is unable to supply the material.
- Asked about coyotes at the golf course. Ward said he has seen two coyotes on the golf course. Bertram asked if there were gaps in fencing that might allow coyote's access to the course. Ward replied the coyotes could be entering near the 14th and 18th tee.
- Has a donation of golf bags and golf balls for SSSRA.
- Asked about cottonwood trees at Millennium Park. Superintendent Boehm replied the trees belong to the park district. Boehm received two quotes for removal of the trees. The trees that are most at risk for falling down will be removed.

Commissioner Johnson:

- Asked if Director Kopas was contacted by School District 153 regarding the playground at Churchill School. Kopas replied no. Kopas said a discussion on playgrounds is planned for the December 7th board meeting.
- Asked about registration for Boys Basketball. Superintendent Anderson replied registration has increased this year but is down from a few years ago.
- Nice to see Supervisor Fisk's list of concerns and issues to evaluate. There is always room for improvement.

Commissioner Nevins:

- Asked Administrative Assistant Melnyk about the 25th anniversary for Park Pride and Starry Nights. Melnyk said a lot of great ideas were shared at a preliminary meeting for Park Pride including the possibility of entertainment on the band shell, a tree memorial, beginning the day earlier, and jazzy t-shirts! Superintendent Anderson said that Starry Nights will be discussed at the December 7th board meeting.
- Happy to see that the SSSRA ice skaters have qualified for the Special Olympics.
- Has heard several positive comments regarding the spin bikes at the Club.
- Pleased to see Bunny Schultz is on the Senior Advisory Committee.
- Had fun judging the Halloween costume contest with Commissioner Johnson.
- Pleased with the comfortable relationship with staff.

Commissioner Camin:

- Excited about the Intergovernmental Green Committee.
- Asked if Superintendent Boehm had additional information regarding Dolphin Pool and water drainage. Boehm replied architect plans include five or six 4-foot holes in the bottom of the pool that will help with drainage.
- Pleased that over 600 people attended Spirits of the Oaks.
- The Joint Legislative Committee platform will be completed by the January meeting.
- Discussed House Bill 5154, Personal Record Review Act.
- Two hundred educational sessions will be offered at the IAPD/IPRA Conference in January.
- Attendance at the 2010 NRPA Conference was 7,200. Attendance in 2009 was 6,000.
- Happy he can be involved in NRPA, IPRA and JLC and thanked staff for doing their jobs well and for their support so he can focus on other areas.

Commissioner Haderlein:

- Looking forward to the tree lighting on December 3rd.
- Hoping more tickets to the Blackhawks Alumni Game will be sold.
- Asked when the golf course will close for the season. Superintendent Ward replied the closing date depends on the weather. Typically the course remains open through Thanksgiving.

Director Kopas:

- Congratulations to Nancy McCaul on her new position as Executive Director of Fox Valley Park District. Nancy was the former HFPD Business Manager.

**EXECUTIVE SESSION** – At 8:30 p.m., Commissioner Nevins moved to enter Executive Session for the purpose of 2(c)11 discussion of pending, or probable and imminent, litigation against, affecting or on behalf of the District. Commissioner Johnson seconded the motion. Roll call vote with Ayes: Nevins, Camin, Bertram, Johnson and Haderlein. Nays: none. Motion approved.

Meeting reconvened at 8:47 p.m.

Steve Nemitz discussed the current status of Northwoods Restaurant with the Board. Nemitz said losses since opening the business are excessive. Nemitz proposed closing the restaurant from January through March 17th and suggested the park district pay all utilities and reduce lease payments.

Commissioners were concerned with the ability of Nemitz to reopen the restaurant in March and the need of Nemitz to further decrease operating expenses to where the quality of products and services might be affected and reflect on the park district negatively.

Steve Nemitz left the meeting at 9:30 p.m.

Commissioners expressed disappointment and frustration.

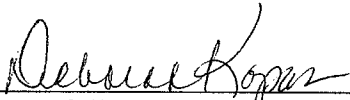
Commissioners discussed a full service restaurant versus simple food service offered during the golf season.

Commissioners agreed to further discuss the issue at a later date.

At 10:01 p.m., Commissioner Nevins moved to return to executive session. Commissioner Johnson seconded the motion. Roll call vote with Ayes: Nevins, Camin, Bertram, Johnson and Haderlein. Nays: none. Motion approved.

Meeting reconvened at 10:02 p.m.

**ADJOURNMENT** – Commissioner Nevins moved to adjourn the meeting at 10:02 p.m. Commissioner Camin seconded the motion. On a voice vote, the motion was approved.

  
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Respectfully submitted,  
Deborah Kopas, Secretary