

**DES PLAINES PARK DISTRICT
EXECUTIVE SESSION MINUTES
TUESDAY, JANUARY 16, 2001**

The board members convened into executive session at 7:55 p.m. under Section 2(c)(6) of the Open Meetings Act for the purpose of discussing the lease of Park District property. Commissioners present were: Brookman, Davis, Rosedale, Yates and Wright.

Also in attendance were: D. Markworth, C. Capek, P. Cathey and Attorney G. MacDonald.

Director Markworth reviewed the summary of the response from the Des Plaines Senior Center to the Park District's conditions as presented to Executive Director Smith and Senior Board President Gillie. He reported that the Senior Center agreed to all terms with the exception of the following two items.

1. They want a 25-year lease with a 25-year option and, if the Park District does not allow them to exercise this option, then the Park District would have to pay the Senior Center the appraised price of the addition at that time.
2. The Senior Center Board wants to Park District to be responsible for the construction of the addition and will give them the money to pay for the costs.

The board members and staff discussed these proposals at length. Everyone was concerned with the proposed length of the lease and felt that a 25-year lease + 25-year option was way too long. This is too much of a restriction to place on a future Park Board. Considering the way society is changing and as our organizations' needs and structure change on a regular basis, this would not be practical. There also was concern about the Park District having to "buy out" the Senior Center at a future "inflated" value of this addition.

Following discussion, the consensus of the board members was to authorize Director Markworth to respond to the Senior Center that the Park Board would be willing to agree to a 15-year lease with a 10-year "conditional" option. If the Park District chooses not to approve the option, then they would pay the Senior Center an amount equal to that amount of money spent on the new addition.


The issue of the construction methodology was also discussed at length with all options discussed. The consensus of the board members was that the Park District should over-see the project, but that the Senior Center needs to be directly involved in the construction of the addition. The Senior Center should pay all the bills directly, following approval by a Construction Manager and will need to approve all change orders. It is appropriate that the Park District sit in on all regular construction meetings and offer advise and over-sight to the project. The Senior Center should however, make the final decisions during the construction process with the consent of the Park District.

The board members adjourned out of executive session at 8:45 p.m.

APPROVED: 2/20/01



PRESIDENT



SECRETARY

**DES PLAINES PARK DISTRICT
EXECUTIVE SESSION MEETING MINUTES
TUESDAY, FEBRUARY 20, 2001**

The board members convened into executive session at 8:05 p.m. under Sections 2(c)(2) and 2(c)(6) of the Open Meetings Act for the purpose of discussing salary schedules of employees and the leasing of Park District property. Commissioners present were: Brookman, Davis, Rosedale, Yates and Wright.

Also in attendance were: D. Markworth, C. Capek, P. Cathey, R. Gravesmill, M. Caster and Attorney G. MacDonald.

Director Markworth and Golf Center Manger Caster reviewed with the board members the proposed lease agreement with GolfTEC to run the golf instructional program at the Golf Center. The consensus of the board members was to proceed with the discussions and have the Director and Attorney work out the details and execute the Agreement. The Park District should have an escape clause.

Director Markworth reviewed the proposal to approve a two-year Agreement with employee E. Kelley concerning the rental of the home at 630 Greenview Avenue. The increase in rent for the first year is 3.4% bringing the monthly rent to \$647 and the second year increase equal to the CPI at that time.

Director Markworth reviewed with the board members the proposal from Oakton Community College to transfer title to a small portion of their land which crosses the Des Plaines River onto the Golf Center to the Park District and also annex their campus property into the Park District. The consensus of the board members was that the Director and Attorney should work out the details with the officials from OCC and that the Park District would pay for the legal fees to conduct these action.

Director Markworth reviewed the content of the discussions he and Asst. Director Capek had with representatives of the Senior Center concerning the length of a lease and buyout conditions. The Board directed Director Markworth the contact the Senior Center Executive Board and notify them that we would agree to a 25-year lease, however we were concerned about the costs of a buyout that would be based on compounded interest over a 15 year period of time. We would need a firm price. The board members agreed to a buyout equal to the construction cost of the addition plus 25%. Also discussed, was the request that the Senior Center could notify their membership that progress was being made in discussions with the Park District. Upon the advise of Attorney MacDonald, the District will not authorize any release of information or statement until an agreement is signed by both parties.


Director Markworth will try to set up a meeting with the Senior Center representatives as soon as possible.

The Director and board members reviewed his proposal concerning approval of the new job grade structure, salary ranges and adjustments to those employees who would find themselves below the minimums of the new ranges. The consensus of the board members was to approve these recommendations.


Also discussed was the recommendation for the amount of money for full-time employee salary increases and the method of distribution. Following discussion, the consensus of the board members was to approve a pool of money equal to 5% of current wage and salaries and that these increases would be based on merit.

The executive session adjourned at 10:01 p.m.

APPROVED: 3/20/01



PRESIDENT



SECRETARY

**DES PLAINES PARK DISTRICT
EXECUTIVE SESSION MEETING MINUTES
TUESDAY, MARCH 20, 2001**

The board members convened into executive session under Sections 2(c)(1) and (6) of the Open Meetings Act for the purpose of discussing the evaluation of the Director and the lease of Park District property at 8:35 p.m. Commissioners present were: Brookman, Rosedale, Wright and Yates. Absent: Commissioner Davis.

Also in attendance were: D. Markworth, C. Capek, Attorney G. MacDonald, and Senior Center representatives J. Roberts and Sister Patricia Ann.


Director Markworth reviewed with the board members the meeting he and Assistant Director Capek had with Senior Center Executive Director S. Smith and J. Roberts. He stated that agreement was not reached on the issue of what the cost of an early buyout of the Agreement would be should the Park District want to end the Agreement prior to the end of the 25 years.

President Wright asked Mr. Roberts to review the Senior Center's position concerning a buyout for the Park Board members. He stated that they hope to build an addition onto the current Prairie Lakes Community Center building of approximately 15,000 sf at a hard construction cost of plus or minus \$2.4 million. The Senior Center feels that if the Park District were to exercise an option to buyout the contract after the first 15 years, the Senior Center would need enough money to purchase or build something of comparable size.

He said that he considered three different options in arriving at a price:

1. Appraisal to determine the fair market value of the addition.
2. An increase in the initial hard construction costs tied to a percentage of the CPI over that period of time, or
3. An increase in the initial hard construction costs tied to a percentage of the cost for the Park District to borrow that amount of money as identified by the GKST index.

After a great deal of discussion and explanation, the consensus of the board members and the representatives from the Senior Center agreed to the following:

1. Enter into a 25 year lease with the Senior Center to be effective at the date of signing.
2. At the end of a period of time no sooner than 12 years from the date of occupancy nor later than 12 ½ years from the date of occupancy, the Park District may give the Senior Center a 3 year notice of their intent to "buyout" the remaining time of the Agreement (approximately 10 years).
3. Should the DPPD buyout the remainder of the Agreement, they shall pay the Senior Center an amount of money to be determined by the lesser of the following methods used to determine the value of the addition:
 - a. Initial hard construction costs plus 60% ~~of the percentage~~ of the actual percentage the DPPD would have to pay to borrow this money over a 15 year period as determined 

- by Speer Financial based on the Griffin, Kubiks, Stephens, Thompson Market Card index on the date the Agreement is signed, or
- b. A market analysis of the value of the addition.

The two parties agreed that the Park District shall keep a person on the Senior Center board of directors.

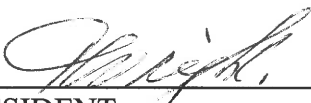
The board members then reviewed the Director's evaluation as compiled by Attorney MacDonald based on the individual evaluations completed by the board members. The evaluation was then reviewed with the Director.

Director Markworth informed the board members that he would like to give Supt. Cathey an adjustment in his base salary of approximately \$3,000 based on the additional work he has done with the Golf Center improvements and his relative position salary-wise as compared to Park Supt's of comparable agencies. The consensus of the board members was that this was a good idea.


The consensus of the board members was that the Director's salary should be set at \$120,000 for the coming fiscal year.

The executive session adjourned at 11:54 p.m.

APPROVED: 4/17/01



PRESIDENT



SECRETARY

**DES PLAINES PARK DISTRICT
EXECUTIVE SESSION MEETING MINUTES
TUESDAY, APRIL 17, 2001**

The board members convened into executive session under Sections 2(c)(1),(6) and (21) of the Open Meetings Act for the purpose of discussing a complaint lodged against an employee, the lease of Park District Property and a review of previously closed meeting minutes at 8:10 p.m. Commissioners present were: Brookman, Davis, Rosedale, Wright and Yates. Absent: None.

Also in attendance were: D. Markworth, R. Gravesmill and Attorney G. MacDonald.

President Wright asked R. Gravesmill if he would like to comment on the letter he delivered to the board members concerning staff input into the recommendations for changes to the personnel policies. In a lengthy monolog, R. Gravesmill said that he sent the letter because he did not feel the Director's recommendations presented all the input that had been submitted from staff and that he knew of several recommendations which had not been presented, including his own. He also said that the recommended wording is not specific to clear up all future misinterpretations. Additionally, he stated that not all the personnel policies were printed in the Employee Handbook, specifically the one dealing with retiree benefits which had been inadvertently omitted in the printing. The President thanked him for his interest and concern on behalf of the employees and members of the Board posed several questions. He was asked if he was accusing the Director of deliberately withholding staff recommendations and also asked to detail the omitted recommendations presented by his department. His explanations added little to his previous statements and he was excused.

President Wright stated that he did not feel all of Mr. Gravesmill's comments were warranted and that his letter was inappropriate from a procedural standpoint. He asked Director Markworth for his comments. Mr. Markworth stated that he did not know of the letter to the board members until President Wright called him and mentioned the letter he had received. He stated that he had confronted Mr. Gravesmill and that it was a very heated discussion, specifically because he never spoke directly with him about his concerns. He also said that if it were not for his pending retirement in September, he probably would have terminated the employee. He did say that he had reviewed all (5) of the suggestions from staff. He did not feel two of them were even worthy of discussion with the administrative staff. One of the other ones was from Mr. Gravesmill and it was discussed in the administrative staff meeting and despite the objections from Mr. Gravesmill, was not approved for submission to the board. The other complaint of not all the policies (retiree benefits) being in the handbook was simply a matter of being omitted when Mr. Gravesmill collated the material in 1999, and the omission not being caught by the other administrative staff members when they reviewed the draft of the handbook. He felt that this did not need to come to the board as the policy has been in effect for as long as he could remember, probably into the 1960's. Clarification issues, typo's and omissions like this are best handled in a addendum memorandum and will be corrected with the next handbook printing in 2002. The last issue of the wording in the recommended change not being specific enough for Mr. Gravesmill is petty and one which he tends to complain about rather than use common sense.

The board members felt that this was inappropriate behavior and that the Director should discipline him however he felt was appropriate. One of the board members asked if the District could do just as well by letting him go right now. Director Markworth stated that we are currently advertising for that position. Because he is so close to retirement he would not do that yet, however, if Mr. Gravesmill did anything like this again he would most likely make that move. The board members also felt that these issues like recommendations and interpretation are staff issues and are best handled by the staff.

Attorney MacDonald asked the board members how they wanted the lease with the Senior Center structured. He can do it very tightly as in a commercial lease, a friendly lease like the first agreement with the Senior Center or a combination of both. The consensus of the board members was that we need to protect the Park District, but that the lease agreement should be a combination of a friendly lease, but also have the specificity needed to protect the District.

President Wright discussed an amendment to the executive session meeting minutes from the 3/20/01 meeting. The second to the last line on page one had a typo. The words "of the percentage" should be deleted as it is repetitive.

Director Markworth then reviewed his recommendation that a separate amount of money be set aside to assist in accelerating employees through the first quartile of the wage and salary ranges. The consensus of the board members was that it is important to keep our employees and this will help those near the bottom of the ranges. The board members recommended that they approve in the regular meeting Option I of the two recommendations at an approximate cost of \$8,900.


Director Markworth then reviewed the minutes of all the previously closed meetings. The consensus of the board members was not to release any of these minutes at this time.

The meeting adjourned from executive session at 9:37 p.m.

APPROVED: 5/15/01



PRESIDENT



SECRETARY

**DES PLAINES PARK DISTRICT
EXECUTIVE SESSION MEETING MINUTES
TUESDAY, JULY 17, 2001**


The board members convened into executive session under Section 2(c)(6) of the Open Meetings Act for the purpose of discussing the lease of Park District Property at 8:27 p.m. Commissioners present were: Brookman, Davis, Grady, Rosedale and Yates. Absent: None.

Also in attendance were: D. Markworth, C. Capek and Attorney G. MacDonald.


Director Markworth and Attorney MacDonald reviewed the draft of the Senior Center Agreement which we had just received from the Senior Center's attorney. There were significant changes made to the document which we had forwarded to them. When Attorney Ron Senechalle returns from vacation, he will review this amended document in detail and work with Attorney MacDonald and Director Markworth to make sure that the intent as outlined in the original document and agreed to by both parties did not change. The draft form as it was returned to us, appears that several significant items changed from the original document submitted to the Senior Center attorney. We will be sure that we are comfortable with all of the provisions before we finalize this document.

The meeting adjourned from executive session at 9:17 p.m.

APPROVED: 8/21/01



PRESIDENT



SECRETARY

**DES PLAINES PARK DISTRICT
EXECUTIVE SESSION MEETING MINUTES
TUESDAY, AUGUST 21, 2001**


The board members convened into executive session under Section 2(c)(6) of the Open Meetings Act for the purpose of discussing the lease of Park District Property at 9:30 p.m. Commissioners present were: Brookman, Grady, Rosedale and Yates. Absent: Commissioner Davis.

Also in attendance were: D. Markworth, C. Capek and Attorney G. MacDonald.

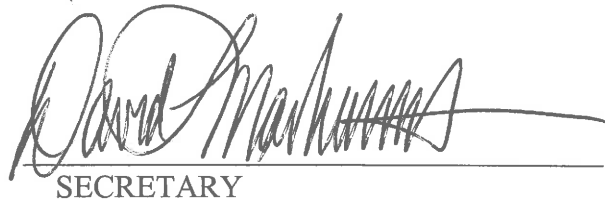
Director Markworth and Attorney MacDonald reviewed the draft changes to the Senior Center Agreement which we had received from the Senior Center's attorney. The board members were in agreement that the response to their attorney should follow the content of the original negotiations. There had been significant changes made by the Senior Center attorney to the 1st draft of the Agreement which we had forwarded to them. Attorney MacDonald and Director Markworth will be meeting this week to make sure that the intent as outlined in the original document and agreed to by both parties did not change.

The meeting adjourned from executive session at 10: 28 p.m.

APPROVED: 9/18/01



PRESIDENT



SECRETARY

**DES PLAINES PARK DISTRICT
EXECUTIVE SESSION MEETING MINUTES
TUESDAY, SEPTEMBER 18, 2001**

The board members convened into executive session under Sections 2(c) (5) and (6) of the Open Meetings Act for the purpose of discussing the purchase or lease of property and the lease of Park District property at 9:30 p.m. Commissioners present were: Brookman, Davis, Grady and Rosedale. Absent: Commissioner Yates. Also in attendance were: D. Markworth, C. Capek, D. Miletic and Attorney G. MacDonald.

Director Markworth that a meeting with representatives from the Senior Center is scheduled to be held on Friday, 9/21/01. The Senior Center had requested this meeting to finalize the wording in the Agreement concerning the requested addition at the Prairie Lakes Community Center. Park District representatives will include President Davis, Director Markworth and attorney R. Senechalle.

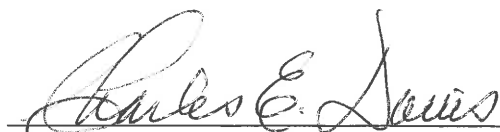
Attorney MacDonald reviewed the proposed revisions to the three-way agreement between the Park District, City and Historical Society concerning the operation of the DP Historical Museum. Attorney MacDonald indicated that several changes had been proposed which would change the responsibility of Park District, specifically, maintaining the grounds around the museum building. Commissioner Brookman stated that he felt the Park District should be responsible for the grounds maintenance of the museum building because it is designated as a park.

Director Markworth informed the board members that he had heard from Mayor Arredia that Alderman Argus intended to contact the Board with a request to significantly increase the District's contribution level to the Historical Society. The board members all indicated that they had been contacted by Alderman Argus already. Director Markworth cautioned the board members that because we have to operate under the tax cap, the amount of money available for an increase in the museum fund could have a negative impact on the District's other funds. Commissioner Brookman stated that he was concerned about a large increase in this fund because of the other increases, including tax increases, proposed by the City of Des Plaines for this next year. He felt that maybe this is not the appropriate time for this increase.

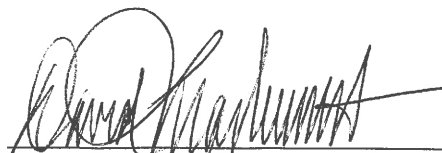
Commissioner Grady discussed the idea of building an 18 hole golf course on the Sexton Dump site. He reviewed the site map of this location and how a golf course could fit on this site. He said that he was not sure how we could finance such as project, however, felt we should at least get this property into the Park District boundaries. Director Markworth stated that we needed to be able to annex this property and that it should be looked into it. He said that he is still waiting to hear from OCC on the annexation of their property. This would be a stepping stone to the dump site as we would need to do this prior to being able to annex the dump site. The consensus of the board members was that we should at least pursue annexing the land. Attorney MacDonald reminded the board members that because of the size of this site, we would need the approval of the owners, the Archdiocese of Chicago. Commissioner Grady pointed out that the Archdiocese's plans call for a gas processing plant to be built on this land and that it would be important to make sure its location would not prevent the full development of a golf course.

The meeting adjourned from executive session at 10: 05 p.m.

APPROVED: 10/16/01



PRESIDENT



SECRETARY

**DES PLAINES PARK DISTRICT
EXECUTIVE SESSION MEETING MINUTES
TUESDAY, DECEMBER 19, 2001**

The board members convened into executive session under Sections 2(c)(1), (5) and (11) of the Open Meetings Act for the purpose of discussing personnel, the lease or purchase of real estate and potential litigation at 8:50 p.m. Commissioners present included: Brookman, Davis, Grady and Rosedale. Also in attendance were: D. Markworth, D. Miletic and Attorney G. MacDonald.

The executive session reconvened into open meeting immediately following the vote to go into executive session, to allow one additional person to address the Board.

The board members reconvened into executive session again at 9:03 p.m.

Supt. Miletic reviewed with the board members the error made by the Journal & Topics newspapers in reference to publishing the Truth and Taxation Notice on the proper date. Despite receiving written instructions on when to publish, they printed on 11/28 and 11/30 instead of the following week. When the error was detected, they reprinted the notice and a written statement that they made the error. Peter Murphy, IAPD Legal Council, and the Cook County Tax Collector's office agreed that this would not cause a problem because the error was made by the newspaper and we had made every effort to comply with the law.

Director Markworth reviewed with the board members the fact that under the Park District's normal retirement procedure, an employee can receive pre-payment of their normal retirement severance benefits up to three years in advance of their leaving, in an effort to build up their base pay for pension purposes. He stated that he will begin using this pre-payment provision effective this coming January.

Director Markworth then reviewed with the board members the status of the property on the SW corner of Rand and Dempster. He stated that the City Council voted 5-3 on Monday, 12/17/01, to approve the Conditional Use Ordinance on first reading to allow the construction of a hotel and bank on this site. From the discussion that evening, they essentially challenged the Park District to condemn the property should we want to acquire the property. The board members, director and attorney discussed possible scenarios which the District could follow to still acquire the property.

The Director stated that he had discussions with Jeff Greenspan from CorLands that day and also with the attorney representing the buyer (developer). Jeff Greenspan recommended that we not make any hasty decisions and that we did not need to make a decision tonight. He said that he had received a telephone call from the broker for the seller who wanted him to make a firm offer for the property. He stated that he did that within the guidelines provided by the Park District.

Fred Sherman, the attorney for the developer, said that he needed additional information so that he could advise his client on how to proceed. He stated that his client would like to close by the end of the month and that he needed to make a decision within the next day or so. He did not want to advise his client to close on the property if we were then going to condemn it. This would create a problem for him. Director Markworth stated that he told the attorney that no decision had been made yet, nor had an attorney been selected to handle the condemnation because we were not that far yet. Director Markworth said that he had a feeling the attorney was probing for information and possibly wanting to receive some type of counter-offer from the District. He told the attorney that he would be meeting with the Park Board that evening and that he would call him back the next day.

The board members discussed the possibility of having Jeff Greenspan contact the attorney and without committing the Park District, and probe and try to obtain a proposal from the attorney on how to proceed. The suggestion was made to have this be a conference call including Director Markworth. Also discussed was the possibility of having Attorney MacDonald be involved in a conference call with the Director and the buyer's attorney. The feeling at the time, was that this might be a better approach.

Those present discussed what type of statement could be released to the public and to any interested parties who might ask. It was suggested that the Director should be the spokesperson for the District and that the statement be: "No decision was reached. We're looking at all the options available to the Park District to help us acquire this property and that we are gathering additional information to help us make that decision.." If pressed as to how long before we would have the information, we could say that with the holidays it could be at least 2-3 weeks.

Commissioner Brookman had to leave the meeting to return to work at 9:45 p.m.

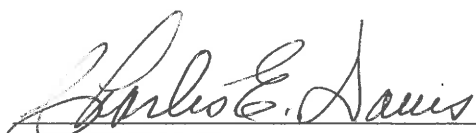
Attorney MacDonald stated that we would need information from a condemnation attorney to get their opinion on what issues need to be considered in this process. We need to know the parameters, costs, timing, etc. before we make any final decision if we choose to proceed with condemnation. The board members suggested that Attorney MacDonald make this contact as soon as possible.

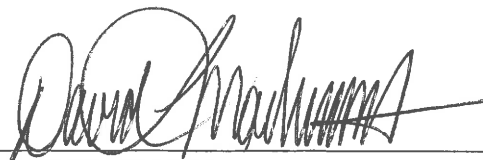
Director Markworth was asked for his recommendation on how to proceed. He stated that ideally, the buyer will ask for an extension to his purchase contract, and the seller will refuse and want to sell quickly to CorLands. If that happens, CorLands could purchase the whole parcel. If that does not occur, and either the seller grants an extension or the buyer closes on the deal, we could have CorLands approach the new buyer and see if he would be willing to sell the western parcel, former Kufke property to them. This could still allow the buyer to develop his hotel on the eastern portion of the property. If that is not successful, we should be willing to condemn the Kufke portion of the property which borders the eastern side of Rand Park. By obtaining that piece of property, the District could still pursue acquiring the homes on Acres Lane and the 8.5 acre parcel to the east of those homes. This would ultimately give the Park District access up to the Forest Preserve land and the lake. The homes on Acres Lane could be acquired over a 5-10 or more year period of time when those homeowners were ready to sell, and use grant money at that time. The District could afford to purchase the former Kufke property which is 1.9 acres in size without the benefit of a grant, if we had to. On the other hand, we would be stretched to purchase the whole 3.89 acres without a grant, especially if we had to condemn it.

Discussion was held on the Director's recommendation. The consensus was that we proceed with contacting the buyer's attorney and see where that goes. At the same time we will get information on the condemnation option. The Director was encouraged to keep the board members informed. Should something occur where we need to make a decision in a hurry, the board members indicated they would be willing to hold a special meeting over the next several weeks.

The meeting adjourned from executive session at 10:41 p.m.

APPROVED: 1/15/02


PRESIDENT


SECRETARY