

WESTERN SPRINGS PARK BOARD MEETING
October 11, 2011 (BOARD APPROVED 11/1/11)

COMMISSIONERS PRESENT

Bob Daman
Jennifer Cromheecke
Dominic Arquilla
Jennifer Dunleavy
Mike Stibich
Walter Knake

COMMISSIONERS ABSENT

Damian Marshall

OTHERS PRESENT

Robert Ekroth, Park District Attorney (arrived 7:40)
Tracy Alden, Recreation Director (arrived 7:25)
Craig Himmelmann, Director of Parks
Maribeth Newell, Park Board Secretary (arrived 7:05)
Trustee Sheila Hansen

President Bob Daman called the October 11, 2011 Western Springs Park Board Meeting to order at 7:03 p.m.

APPROVAL OF MINUTES

Commissioner Stibich moved with a second by President to approve the September 13, 2011 minutes as written, which motion was carried by all on voice vote.

ACKNOWLEDGEMENT OF VISITORS AND PERSONS TO BE HEARD FROM THE FLOOR

There were no visitors present this evening.

TRUSTEE REPORT

Trustee Hansen reported that the Village is in the very preliminary stages of considering consolidation of some services with LaGrange and LaGrange Park. They are also looking into the feasibility of installing a pedestrian activated crosswalk at the intersection of Ogden and Woodland.

RECREATION DEPARTMENT REPORT

Director Alden reported that he included the Recreation Department's August minutes and October Agenda in the Board packets. He also included Dave Evan's Tennis Court Report. All of the summer programs have wound down at this point. The next Recreation Department meeting will be held in November, 2011.

TREASURER'S REPORT

Treasurer Stibich presented the August 31, 2011 Financial Report as written. He reported that we incurred \$61,000.00 in expenses, including; \$3,200.00 in storm clean-up costs, \$7,300.00 in fertilization costs and approximately \$3,000.00 in summer employee expense through September. There were a lot of little expenses that added up, but nothing out of the ordinary.

MOTION

Vice President Cromheecke moved with a second by Commissioner Dunleavy to approve the August 31, 2011 financial report as written, which motion was carried by all on voice vote.

2012 CAPITAL IMPROVEMENTS

The Board held a general discussion on the list of suggested capital improvements for the 2012 budget year. The list below contains approximate costs based on preliminary inquiries. The tentative capital improvement list, based upon the Board's general discussions, is as follows:

1. Continuation of the playground replacement program for either Laidlaw or Field Park at \$100,000.00. Director Himmelmann noted that future boards should be aware that the \$110,000.00 playground replacement in the 2011 budget included the cost of the Laidlaw Park double tennis court fence replacement which also came out of that budget line. Future boards should consider separating those items.
2. New L75R Thorguard lightning prediction system and remote strobe including cost to relocate the Spring Rock Park system to either Springdale or Timber Trails Park. \$16,000.00
3. Baseball players protective fences at Ridge Acres, Forest Hills, and Sereda Park, \$8,275.00
4. Electricity to the upper shelter and/or southwestern light pole at the upper lot with Steve's place electrical upgrade, \$12,000.00
5. Re-grade Spring Rock Park perimeter path, \$12,000.00 Commissioner Stibich will decide whether this will become a maintenance item and what line item it will be in the budget.
6. Reforestation, \$7,500.00. Director Himmelmann reminded the Board that the emerald ash borer is in the area. We are in the process of replacing our ash trees. The Morton Arboretum advises that there are no endorsed treatments for the emerald ash borer.
7. Tennis court fence replacement will be postponed at this point in time. Replacement of the backboards and standards will be in the 2012 budget. \$7,000.00. Director Himmelmann will investigate whether these replacements can be accomplished with the existing fencing. The Board agreed that Director Himmelmann will perform a fencing audit and then has the Board's permission to repair as he sees fit. Fencing repairs will become part of the maintenance budget in all future budgets.
8. Springdale and Ridge Acres tennis court leveling and color coating, \$14,000.00
9. Fountain replacements and new drywells at Spring Rock Park upper shelter, Ridge Acres Park, Springdale Park, and Ridgewood Park. The Board agreed to replace two fountains this year. \$14,000.00. The remaining 2 fountains will be replaced in 2013.
10. Trash can replacements. \$2,000.00
11. Picnic tables. \$2,000.00
12. New basketball posts, backboards, and rims at Spring Rock Park. \$16,000.00.
13. Solar light for one park location (to be determined). \$8,000.00
14. Spring Rock Park parking study consultant. \$8,000.00

The Board agreed that the top priority for the 2012 budget will be focused on items that are

safety and/or compliance concerns. The Commissioners will review the items discussed this evening, and try to finalize the 2012 Capital Improvements List at the November, 2011 meeting.

TIMBER TRAILS BASEBALL DIAMOND IMPROVEMENTS

Lyons Township Little League wants the in-field at Timber Trails to be redone. Director Himmelmann reported that he has been unable to contact anyone on the Lyons Township Little League Board. Commissioner Dunleavy stated that one of the Board members is her neighbor. She will talk with him and get the correct contact information for Director Himmelmann.

PROPOSAL FOR IMPROVEMENT OF FOOTBALL AND LACROSSE FIELD

Rehab on the Spring Rock Park Lacrosse and Football fields will begin on October 17, 2011. The cost will be \$5,766.00 per user group (Recreation Department and Football). The Recreation Department's contribution will be deducted from the \$50,000.00 user group fee they pay at the end of the year.

DISCUSSION ON 2012 NEW FULL-TIME EMPLOYEE

Director Himmelmann opened the discussion explaining that the Park District operates with 3 outside full-time employees. When someone calls in sick or takes vacation time, he is operating with 1/3 of his work force absent. Employees do not get paid for overtime, they accumulate comp time. This also affects the ability to operate with a full staff. The lowest cost for a new employee would be \$15.70 per hour. He would like to be more in line with the Village's pay scale. We have closed the gap somewhat, but we are not in line yet. The discussion continued, including the possibility of working with a pool of workers who could be scheduled to cover vacation, comp and sick time. Director Himmelmann stated that this would not be cost effective because they would all have to be trained according to PDRMA standards. Treasurer Stibich asked Director Himmelmann to present a business case for the addition of a new employee. He would like the report to include where in the budget we could cover the additional salary and the amount of the salary. It should also detail all of the jobs that will be assigned to the new employee and how they will save money in the budget. Will it include cuts to the summer employees we currently hire? How will the staff be scheduled to cover the additional hours without overtime and how will the new employee impact that scheduling without additional costs? A general business plan outlining the need for a new employee should be written and presented to the Board at the November, 2011 meeting.

COMMUNICATIONS/DIRECTOR'S REPORT

COMMUNICATIONS

Director Himmelmann reported that he received an email from Brad Walse regarding fertilizer applications in the parks. Director Himmelmann addressed Mr. Walse's concerns and included a copy of his reply. There has been no further communication from Mr. Walse.

DIRECTORS REPORT

Director Himmelmann reported that the Springdale Park rehab is approximately \$877.00 over budget. We are ready to order the Forest Hills playground equipment for replacement on the south side playground. The sidewalks in Forest Hills Park are almost complete and the sidewalks in Springdale Park are complete. President Daman asked Director Himmelmann to find out who is watering the sod since it is not the Park District's responsibility.

OLD BUSINESS

IPM PLAN

Nothing to report.

USER GROUP FIELD AND RENTAL LICENSE AGREEMENT

Nothing to report.

SPRING ROCK PARK PARKING STUDY

Nothing to report.

UPDATE ON SPRINGDALE PARK FOOTBALL PRACTICE PICKUP PROCEDURE

President Daman reported that everything seems to be working with the new traffic flow regulations in place. Football is pleased with the results and there have not been any resident complaints since they have been implemented.

UPDATE ON FOREST HILLS PLAYGROUND

Vice President Cromheecke reported that the Forest Hills south side play equipment will be geared toward a very young age group. She and President Daman met with Dr. Barnhart at the school district. They advised him of the plans for the south lot playground and asked if the school district would be interested in purchasing some equipment geared toward an older play group. Dr. Barnhart will meet with the school board and present this option. We are waiting to hear back from them.

EMPLOYEE MANUAL POLICY

President Daman informed the Board that his son has reviewed our policy and advised that it needs to be re-written and updated. Director Himmelmann has obtained a copy of the Community Park District of LaGrange Park's Personnel Policy & Procedure Manual as a template provided by PDRMA. Treasurer Cromheecke will re-write Sections 8, 9, and 10. Once the policy is rewritten we will have it reviewed by PDRMA, a labor lawyer, and then it will come before the Board for approval.

NEW BUSINESS

OPENLANDS MEETING

President Daman and Director Himmelmann met with Emy Brawley of Openlands. They are a conservation group that is interested in trying to acquire the western most section of property in the Timber Trails development. The land would be protected from development. The only improvements they would make would be a parking lot, washroom facility, and some walking paths. They wanted to know if we would be interested in maintaining the property after the purchase. President Daman invited her to come to a Board meeting and make a proposal.

COMMISSIONER'S REPORTS

KNAKE: nothing further to report

STIBICH: nothing further to report

ARQUILLA: nothing further to report

CROMHEECKE: nothing further to report

DAMAN: would like to wrap up unfinished items by year-end, the user group agreements, employee manual policy, IPM plan, and the budget.

MARSHALL: absent

DUNLEAVY: nothing further to report

HIMMELMANN: nothing further to report

ADJOURNMENT

MOTION TO ADJOURN: Commissioner Arquilla moved with a second by Commissioner Stibich to adjourn the October 11, 2011 Western Springs Park Board meeting at 9:38 p.m., which motion was carried by all on voice vote.

Respectfully submitted,

Maribeth Newell
Park Board Secretary