

WESTERN SPRINGS PARK BOARD MEETING
November 1, 2011 (BOARD APPROVED ON 12/13/2011)

COMMISSIONERS PRESENT

Bob Daman
Jennifer Cromheecke
Dominic Arquilla
Walter Knake
Mike Stibich

OTHERS PRESENT

Robert Ekroth, Park District Attorney (arrived 7:40)
Craig Himmelmann, Director of Parks
Maribeth Newell, Park Board Secretary

COMMISSIONERS ABSENT

Damian Marshall
Jennifer Dunleavy

OTHERS ABSENT

Tracy Alden, Recreation Director
Sheila Hansen, Village Trustee

President Bob Daman called the November 1, 2011 Western Springs Park Board Meeting to order at 7:04 p.m.

APPROVAL OF MINUTES

Commissioner Arquilla moved with a second by Commissioner Knake to approve the October 11, 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 was not present.

RECREATION DEPARTMENT REPORT

Director Alden was not present. He was attending a Parks and Recreation Convention.

TREASURER'S REPORT

Due to the early meeting date, there is no Financial Report this month. The October, 2011 Financial Report will be presented for approval at the December, 2011 meeting. Treasurer Stibich presented a preliminary 2012 budget. He spoke with past treasurers and stated that the Park District operated in a planned yearly deficit of \$82,000.00 for 2011. The 2012 Budget will reduce this deficit spending to \$30,000.00. Without capital improvements, we would have an operating surplus of \$128,000.00. Financially, the District is on solid ground and the money being spent on capital improvements is channeled toward permanent park improvements. We expect to have a net increase of \$14,900.00 in revenue from collected taxes. Treasurer Stibich also reviewed the budget with Director Himmelmann on a line by line basis for 2012. The largest expenditure is for Capital Improvements. Last year there was \$187,300.00 budget for Capital Improvements. The 2012 Budget will have \$160,500.00 budget for Capital Improvements.

MOTION TO APPROVE ORDINANCE #2011-4

Treasurer Stibich moved to pass Ordinance #2011-4 Approving a Tentative Budget for the Year 2012 calling for revenue of \$815,000.00 and expenditures of \$847,316.00, which motion was passed on roll call vote; Knake, aye; Stibich, aye; Arquilla, aye; Cromheecke, aye; Daman, aye; Marshall, absent; Dunleavy, absent.

DISCUSSION ON 2012 NEW FULL-TIME EMPLOYEE

Treasurer Stibich reported that he did not include an additional full-time employee in the 2012 budget. A general discussion ensued and it was agreed that the issue would be tabled and revisited at a future meeting. In the event that it is decided that an additional full-time employee is needed, and works within the budget, the Board can amend the 2012 budget at that time. Treasurer Stibich has budgeted a 1.5% increase across the board for all full-time employees, based on performance reviews. President Daman noted that Director Himmelmann is due for his review. Commissioner Knake and President Daman will meet with Director Himmelmann. They will schedule the review sometime in December, 2011.

COMMUNICATIONS/DIRECTOR'S REPORT

Director Himmelmann submitted his report as written. He reported that the damage to the fence in Timber Trails from a fallen tree branch will be partially covered by PDRMA. They do not cover the tree itself. We will need to pay approximately \$1,200.00 to have the fallen limbs removed and trim up the damaged areas of the Bur Oak tree. PDRMA will cover the cost of the fence repair which will cost approximately \$3,000.00. The Park District will only have to pay the \$1,000.00 deductible for that portion of the repairs.

Director Himmelmann further reported that we finished our last fertilizer application of the season without any calls or complaints.

OLD BUSINESS

IPM PLAN

Vice President Cromheecke will report on the IPM plan at the December, 2011 meeting.

USER GROUP FIELD AND RENTAL LICENSE AGREEMENT

President Daman explained that the final version of this agreement has a few changes. The out of district fee will be \$5.00 instead of \$2.00. The fall schedules will be finalized in August instead of July and the spring schedule will be in April instead of March. The field rosters will be due on September 1st for the fall leagues and May 1st for the spring leagues. Vice President Cromheecke will work on some minor changes to the verbiage in the document.

MOTION TO APPROVE ORDINANCE #2011-5

Commissioner Knake motioned with a second by Treasurer Stibich to pass Ordinance #2011-5, An Ordinance to Adopt a Western Springs Park District User Group Field License Agreement and Facilities Storage Agreement, which motion was carried on roll call vote; Knake, aye; Stibich, aye; Arquilla, aye; Cromheecke, aye; Daman, aye; Marshall, absent; Dunleavy, absent.

SPRING ROCK PARK PARKING STUDY

Commissioner Arquilla stated there was nothing to report at this time.

UPDATE ON FOREST HILLS PLAYGROUND

Vice President Cromheecke reported that the playground has not been ordered. Dr. Barnhart has relayed a message from the School Board that they are not interested in sharing any of the costs of the playground. They have asked that we do not install the planned tot lot. The School Board would also like to meet with the full Park District Board of Commissioners to discuss cooperation in the future. A general discussion ensued, including how the Park District Board decided on a tot lot. Director Himmelmann explained that previous Boards determined a formula for playground square footage per acre of park land. Forest Hills has the largest square footage of playground in the District. Their total play surface is larger than Spring Rock Park. We need to cover the cost of wood fibers. Our budget currently cannot accommodate topping off each playground on an annual basis. Presently, we only fill the safety zones (6' out from play areas). Financing of wood fibers was the main issue. Forest Hills requires 14,000 square feet of wood fibers with an approximate annual cost that would require a large portion of our total play surface budget. We've asked the School Board to help with the cost of these fibers in the past, and they have always declined. The tot lot is smaller and would reduce the impact on our budget. The School has a full sized playground on the North side of the school. This playground will remain intact and be available for student use. It has play equipment for 5 to 12 year olds. Essentially, they are the only school in the district that has 2 full sized playgrounds. Even with the installation of the tot lot, they will have a comparable play area to all the other schools in the District. President Daman also explained that the Park District does not have a tot lot located south of 47th Street. Installing a tot lot here would service the residents with small children on this side of town. The Park District must consider the needs of all residents in the community. The present equipment is no longer in compliance with CPSC guidelines and ASTM standards. The Park District Board is obligated to do this in the most fiscally responsible way. President Daman will contact Dr. Barnhart to arrange a meeting for further discussion of options. Director Himmelmann also reminded the Board that parents of Field Park students provided labor in lieu of a cash donation for replacement of that playground equipment and a parent of a Laidlaw School student raised funds with the Park District to have the north side playground installed. Perhaps the Forest Hills PTO/PTA would be interested in fundraising or a labor in kind contribution. President Daman will contact Dr. Barnhart to arrange a meeting for further discussion of options. The Board also discussed postponing improvements to the South side playground until next spring. The equipment has not been ordered and installation probably cannot be scheduled before the cold weather begins.

EMPLOYEE MANUAL POLICY

President Daman reported that there are only 2 sections that still need revisions. When these have been completed, the manual will be sent to the typist. Once complete, it will be reviewed by PDRMA and a labor lawyer.

NEW BUSINESS

OPENLANDS MEETING

President Daman had nothing to report. Director Himmelmann was contacted today by Emmy

Brawley. She wanted suggestions for architects. He recommended the Brusseau Group because they have experience in natural areas.

PUBLIC MEETING BETWEEN WESTERN SPRINGS PARK DISTRICT AND SCHOOL DISTRICT 101 TRUSTEES

President Daman will contact Dr. Barnhart and schedule a meeting.

COMMISSIONER'S REPORTS

KNAKE: nothing further to report

STIBICH: nothing further to report

ARQUILLA: nothing further to report

CROMHEECKE: nothing further to report

DAMAN: nothing further to report

MARSHALL: absent

DUNLEAVY: absent

HIMMELMANN: nothing further to report

ADJOURNMENT

MOTION TO ADJOURN: Commissioner Knake moved with a second by Vice President Cromheecke to adjourn the November 1, 2011 Western Springs Park Board meeting at 8:47 p.m., which motion was carried by all on voice vote.

Respectfully submitted,

Maribeth Newell
Park Board Secretary