

WESTERN SPRINGS PARK BOARD MEETING
April 12, 2011 (APPROVED)

COMMISSIONERS PRESENT

Jim Havlat
Janet Gassmann
Wendy Bastyr
Bob Daman
Jennifer Cromheecke
Damian Marshall (arrived @7:08)

Commissioner Elect Dominic Arquilla
Commissioner Elect Jennifer Dunleavy
Commissioner Elect Walter Knake

COMMISSIONERS ABSENT

Commissioner Elect Mike Stibich

OTHERS PRESENT

Robert Ekroth, Park District Attorney
Tracy Alden, Recreation Director
Maribeth Newell, Park Board Secretary
Craig Himmelmann, Director of Parks
Brad Walse, Western Springs Resident
Heide Hanner, School District 101
Ian Richards, Eagle Scout

President Jim Havlat called the April 12, 2011 Western Springs Park Board Meeting to order at 7:06 p.m.

APPROVAL OF MINUTES

MOTION: Commissioner Cromheecke moved with a second by Commissioner Daman to approve the March 8, 2011 meeting minutes, as written, which motion was carried by all on voice vote.

ACKNOWLEDGEMENT OF VISITORS AND PERSONS TO BE HEARD FROM THE

FLOOR: Mr. Brad Walse came before the Board to address the approval of a ground maintenance contract. He voiced his concerns regarding issues with True Green last season. Commissioner Marshall explained that the bids distributed this season were very specific and True Green will be in total compliance. Mr. Walse stated that the Village of Hinsdale has had an IPM in place since 1995 with a video presentation available on their website. There is a study from the University of Illinois noting the dangers of pesticides. Mr. Walse distributed a copy to the members of the Board. After attending the Special Referendum Meeting on March 15, 2011, Mr. Walse attempted to contact the Commissioners via email. He had questions regarding the plans for the artificial turf field. Although the Referendum did not pass, he is still concerned that he did not receive a reply from any of the Commissioners. President Havlat apologized for the oversight and explained that the Park District has had many problems with the email links getting to the Commissioners. It is an issue that we continue to work on and he will notify the webmaster.

Heidi Hanner from School District 101 came before the Board to update them on the Edible Garden in Field Park. They have started 28 types of plants and they will plant them outside on May 1st. They have experienced one broken bed and what they believe to be vandalism to the shed. Both areas are now on surveillance cameras. Ms. Hanner also showed the Board an oil painting that they would like to install at the garden. Commissioner Himmelmann informed her that she would need to contact the Village regarding their sign ordinances to insure that they are in compliance. He also suggested that they make sure it is weather tight before installation. The Commissioners agreed that the painting would be a nice addition, and they asked that she work with Director Himmelmann to find a suitable location. Ms. Hanner also asked for and received permission to install a protective screen if they encounter animal problems once they have planted. Again, the Board asked that she work with Director Himmelmann.

Eagle Scout Ian Richards presented his plans for the Edible Garden's slow drip irrigation system in Field Park. He would run PVC pipe, according to code, and trench via 1" PVC to the corner of the beds. He would place 1/2" pipes in larger beds and 1/4" pipe in smaller beds. He would close them off to drip lines and backfill and seed the trenches. Commissioner Marshall asked what the total grade would be and Mr. Richards explained it should be 6" deep because the grade is so slight. Director Himmelmann had concerns regarding the water source and who would be responsible in the event there is any damage to the pipes. We drive through the park with semi-trailer trucks full of wood fibers. He also wanted to know what equipment would be used for digging. Mr. Richards explained that the water source would be the spigot at the school. They would be responsible for the cost of the water used in the irrigation. He plans to use a ditch witch and expects the trenches to be 4 or 5 inches wide, 6 inches at the most. When the digging is complete, they will backfill and seed the area. They will also water the grass seed. Ms. Hanner confirmed that the school would take responsibility for any damage to the pipes when the wood fibers are delivered. Mr. Richards would like to install the system by the end of the school year. President Havlat reminded them to contact J.U.L.I.E. before digging and asked that they supply the Park District with a copy of the schematics. Ms. Hanner also noted that, in accordance with the IGA, removal of the irrigation system would be part of restoring the entire project in the event that it is discontinued or the school moves.

MOTION: Commissioner Cromheecke motioned with a second by Vice President Gassmann to approve the installation of the slow drip irrigation system to the Field Park Edible Garden, which motion was approved by all on voice vote.

COMMUNICATIONS RECEIVED

Director Himmelmann informed the Board that he spoke to St. John of the Cross regarding their interest in using our fields for football practice. Director Himmelmann explained that the fields are already booked for this season. We will keep in contact with them to be included in the 2011 user group field scheduling meeting for the 2012 season.

TRUSTEE REPORT

Trustee Lyons reported that IDOT is letting the sidewalk projects on June 17, 2011. Hopefully, the projects will be completed before school starts again. They will prioritize the Forest Hills School area first and then the Springdale project. She further reported that there will be a Planning Commission meeting next Monday for planned improvements to downtown. The architect will make a presentation and then it will go to the Village Board for a final vote.

She further reported that Music Makers, who has been in town for 30 years, needs more space. They are interested in building across from Field Park School and will have to go to the Planning Commission to rezone. The Village also continues to work with Safety Village to find a permanent location. The Fire Station is approximately 99% complete. Staffing will be on an as needed basis and will be analyzed each year to determine the optimum staffing options.

In conclusion, Trustee Lyons informed the Commissioners that a new liaison has not yet been appointed to replace her.

RECREATION DEPARTMENT REPORT

Director Alden noted that the Recreation Department's agenda from their April 4, 2011 meeting and minutes were included in the Park Board's packets. The summer brochure is out and registration begins on Friday. Lacrosse began this week and the boys program was closed at maximum enrollment. Tennis begins May 16, 2011 and the new Recreation Commissioner is Jim Koch.

Treasurer Bastyr asked that the Board appoint a new Recreation Department liaison to replace her. The liaison attends the Recreation Department meetings on the first Monday of each month. Commissioner Daman volunteered to attend the May, 2011 meeting and then we can decide on a permanent replacement after the new Commissioners are sworn in.

OLD BUSINESS

IPM PLAN

Director Himmelmann stated that we are moving forward. The employees are getting licensed and have passed the first round of testing.

NEW BUSINESS

ELECTION RESULTS

President Havlat confirmed that the Referendum for the artificial turf field was defeated. He would still like to contact Lyons Township to inquire if we would be allowed to pursue other avenues for the \$500,000.00 awarded for the project. The funds need to be spent by June, 2012 and perhaps we can use them toward something else. We should also receive a final decision on the PARC Grant application by the end of May, 2011. The new Board should appoint someone to oversee these items since 3 Commissioners' terms are ending at the next meeting.

April 12, 2011

-Page 3 of 6-

President Havlat asked that outgoing Commissioners who are working on pending issues, deliver their files to Director Himmelmann. He will then distribute them to the proper incoming Commissioners.

GROUND MAINTENANCE SERVICE CONTRACT BID RESULTS AND AWARD

Director Himmelmann explained that the bidding process from the March 7, 2011 bid specifications was flawed. It was extremely difficult to compare bids. The specs were rewritten and we went out for bid again on April 6, 2011.

MOTION: Commissioner Daman moved with a second by Commissioner Cromheecke to reject all March 7, 2011 bids, which motion was approved by all on voice vote.

Director Himmelmann reported that we received four bids from the April 6, 2011 bid letting. They were from Spring Green, TruGreen, The Land Group and Illini Scapes. Two companies did not meet the criteria of ingredients in the specs. TruGreen was the lowest bid of the two remaining. They bid 3 applications of an organic based fertilizer at a cost of \$19,800.00. We did not request a bid on herbicides or pesticides. In accordance with the new IPM Plan Park District employees are becoming licensed applicators and operators. Two employees have passed the first part of the test. We will be federally licensed to apply weed control ourselves. Commissioner Cromheecke further explained that we will take a “wait and see” approach to weed control this year. We will make every effort to use a minimal amount of weed control in our parks. They will be spot treated by us on an as needed basis.

President Havlat asked if anyone bid a 100% natural fertilizer. Director Himmelmann reported that we did not specify 100% organic. The last bids we received for 100% organic were \$75,000.00 per year and higher. The Park District only has \$29,000.00 available in the budget for ground maintenance. It is simply cost prohibitive at this point. Mr. Walse asked what type of fertilizer was requested and if the same process was used for contacting companies for the 2nd round of bids. Director Himmelmann informed him that a legal ad was placed in the paper and those that responded to the first bid were contacted directly and asked to resubmit their bids according to the revised specs. We asked for an XRT slow release instead of an SCU slow release. Commissioner Cromheecke stated that the new specs asked for Molorganite. Director Himmelmann also assured Mr. Walse that the specs have asked for over flagging of the parks on application days even though the law only requires flagging of the entrances and exits. We will also have an employee present at all applications before anything is spread in the parks and we will have pre-application meetings.

MOTION: Commissioner Cromheecke moved with a second by Commissioner Daman to accept the TruGreen ground maintenance bid in the amount of \$19,800.00 for three fertilizer applications, which motion was carried by all by voice vote.

FUTURE AREAS OF RESPONSIBILITY

President Havlat reviewed a list of projects and committees that the current Commissioners handle. He asked the 3 Commissioners who will remain on the Board after the April election and the Commissioners Elect, to take the time to review the list and decide where they would be interested in serving.

TREASURER'S REPORT

Treasurer Bastyr submitted the financial report as written. She also reported that we are finalizing the audit tomorrow and we are just beginning to receive tax revenues. Commissioner Elect Stibich is getting up to speed on the Treasurer position.

MOTION

Treasurer Bastyr motioned with a second by Vice President Gassmann to approve the March 30, 2011 Financial Report, with an ending balance of \$1,125,867.00, which motion was carried by all on voice vote.

DIRECTOR'S REPORT

Director Himmelmann reported that the Neighborhood Environmental Action Team (NEAT) will be volunteering for clean-up in the parks. Picnic tables and trash cans are being placed in the parks. All summer employees have been hired. This year we will have two people that split a 40-hour shift, therefore, the four open positions will be filled by five people.

Director Himmelmann asked that all outgoing Commissioners return their code Book and Park Commissioner Handbooks so that he can distribute them to the new Commissioners Elect. Treasurer Bastyr noted that we are short one handbook. Director Himmelmann will try to track down an extra copy.

There were no accidents or injuries to report for the month of March, 2011. The employee that is recovering from a shoulder injury had a recent complication, but he is well and back to work.

COMMISSIONER'S REPORTS

DAMAN: nothing further to report.

BASTYR: asked to discuss a personnel issue after the meeting.

GASSMANN: nothing further to report.

HAVLAT: we received a \$200.00 donation from St. Francis Xavier's cross country program. There is money in the 2011 budget to hire an outside source to make a Master Plan for the Park District. The last one was completed in 1995 and they are often requested in grant applications. He is working on a rough draft of a "play book" for incoming Commissioners to make the transition smoother.

April 12, 2011

-Page 5 of 6-

MARSHALL: nothing further to report.

CROMHEECKE: nothing further to report.

HIMMELMANN: nothing further to report.

A general discussion ensued regarding the transition process for the Commissioners Elect. It was decided that a financial workshop and general meeting will be held on May 25, 2011 at the Park District Maintenance office. Secretary Newell will contact the newspaper to publish a notice.

ADJOURNMENT

MOTION TO ADJOURN: Treasurer Bastyr moved with a second by Commissioner Daman to adjourn the April 12, 2011 Western Springs Park Board meeting at 8:27 p.m., which motion was carried by all on voice vote.

Respectfully submitted,

Maribeth Newell
Park Board Secretary