

**WESTERN SPRINGS PARK BOARD MEETING MINUTES**  
**November 2, 2010 (BOARD APPROVED 12/14/2010)**

**COMMISSIONERS PRESENT**

Jim Havlat  
Janet Gassmann (left at 8:45)  
Wendy Bastyr  
Jennifer Cromheecke  
Damian Marshall  
Bob Daman

**OTHERS PRESENT**

Robert Ekroth, Park District Attorney  
Craig Himmelmann, Director of Parks  
Maribeth Newell, Park Board Secretary  
Deb Lyons, Village Trustee

**OTHERS ABSENT**

Tracy Alden, Recreation Director

President Jim Havlat called the November 2, 2010 Western Springs Park District Board Meeting to order at 7:08 p.m.

**APPROVAL OF MINUTES**

**MOTION:** Vice President Gassmann moved with a second by Commissioner Cromheecke to approve the October 12, 2010 meeting minutes, with corrections as noted, which motion was carried by all on voice vote.

**ACKNOWLEDGEMENT OF VISITORS AND PERSONS TO BE HEARD FROM THE FLOOR:** None present

**COMMUNICATIONS RECEIVED**

Director Himmelmann had no communications to report for the month of October, 2010. Commissioner Daman inquired about the communication last month from a juvenile who had vandalized our parks. He asked if we would be able to recoup more money for the vandalism if we pursued the matter in court, rather than through the peer jury system. Director Himmelmann explained that all juveniles are processed through the peer jury system in the Village of Western Springs. The Park District is not allowed to attend or speak regarding the damages or costs to repair them. It is a closed session and the decision regarding retribution or public service is entirely up to the peer jury.

A general discussion ensued regarding the peer jury system and what other options are available to the Park District. It was agreed that pursuing these matters in the court systems would be cost prohibitive to the Park District. The Commissioners agreed that it might be beneficial to invite the officer in charge of the peer jury to a future Board Meeting. Commissioner Marshall volunteered to establish contact with the officer and act as the Board's peer jury liaison.

**TRUSTEE REPORT**

Trustee Lyons reported the Village is in budget right now. The new Fire Station project is ahead of schedule. La Dolce Vita is temporarily closed. They will reopen with a new

menu that is more family orientated. Vaughn's will have a new tenant soon. It will be medical offices. The water rate will be increasing in the Village. The Grand Avenue building will be getting new windows from the Recreation Department budget and the Village will earmark some of its levy money for library maintenance issues. The Senior Center is modifying its mission statement. There is no news on the underpass project and no word on the sidewalks.

Trustee Lyons further reported that the quasiquicentennial celebration plans are underway. There will be a birthday party at McClurg ice rink on January 30<sup>th</sup>. They will have cake, children's games and activities, and a bon fire. The 2<sup>nd</sup> event will be the weekend of the Gathering on the Green in the end of June. The final event will be something in conjunction with the Annual Christmas Walk. Janet Dahl, Village Trustee is heading the committee.

Trustee Lyons informed the Board that there will be a Properties and Recreation meeting on Thursday, November 4<sup>th</sup>. She asked if there is anything to report regarding Sereda Park's water/flooding issues. Director Himmelmann stated that he contacted Marty at the Village to keep in touch, as requested. He would like to be kept informed as to what the plans are and what the timetables will be. The Secords were found to be discharging water into the park and they have fixed the problem. Treasurer Bastyr asked if this would have a positive impact on the drainage problem. Director Himmelmann explained that it would help direct the water to the detention area. However, it is essential that all of the homeowners, that are discharging water into the park, rectify that problem as well. A general discussion ensued and the Board agreed that Director Himmelmann should move forward with the regrading project this year. Trustee Lyons will relay this information to the Village at the meeting on Thursday. Director Himmelmann noted that Marty has stated that he will pay for the Village Engineer to review Jack White's regrade drawings.

The Woman of the Year is Liz Burns, an active member of Friends of the Library and the Man of the Year is Pete Carrus, an active coach and member of the Historical Society.

The caucus is coming up on November 29<sup>th</sup> at 7 p.m. at McClurg. The all Village Caucus will be held on December 9<sup>th</sup>. The website is [www.wscaucus.org](http://www.wscaucus.org).

In conclusion, Trustee Lyons asked if there are any payment issues that need to be addressed. Treasurer Bastyr stated that the Park District has not received final payment for the 2010 recreational season.

### **RECREATION DEPARTMENT REPORT**

Director Alden not present.

### **IPM (Integrated Pest Management) PLAN**

Commissioner Cromheecke reported that the final application that was scheduled had to be cancelled and rescheduled. Director Himmelmann informed the Board that the laws governing fertilization were changed in July, 2010. Under the new law fertilizers cannot contain more than .5% phosphorous, unless soil testing is done. Tru Green's product contained .67% phosphorous. Tru Green now has a product with 0% phosphorous, which they will be using in our parks. No herbicides will be applied for weed control. The weeds are dormant at this time.

The final application is necessary for the turf's root system. It is beneficial to us in the spring to start the season with strong turf on our heavily used fields. Due to the frost in the mornings, the application will take three days to complete. We will get a notice out 5 working days prior to this application.

### **DISTRICT 101 UPDATE**

Commissioner Cromheecke and President Havlat met with Dr. Barnhardt and the School Board. Overall, the School District does not see themselves as a user group in the parks and they are not very receptive to any type of an IGA. A general discussion ensued regarding options of how to fund replacement of playground equipment at the schools without any contribution from the school district. Director Himmelmann confirmed that the volume of children using those parks on a daily basis does have an impact on the equipment. The Commissioners agreed that an exact amount should be set for playground equipment replacement in each park. Some of the larger parks connected to the schools will probably have to be downsized to make them manageable within the Park District's budget.

Commissioner Cromheecke will send a follow-up letter to Dr. Barnhardt and the School Board as documentation of the negotiation and their position that they cannot contribute to the maintenance or replacement of equipment.

### **NEW BUSINESS**

#### **OPEN BOARD MEMBER POSITION**

President Havlat reported that he has contacted the caucus regarding our urgent need to fill this vacant position.

#### **PARC GRANT APPLICATION**

The required meeting was held from 6:01 p.m. to 6:20 p.m. on November 2, 2010. Official meeting minutes will be recorded separately from these minutes and submitted as part of the PARC grant application. Secretary Newell will have them completed and delivered to President Havlat by Friday, November 5, 2010.

## **IMRF POLICY**

Commissioner Daman distributed an IMRF proposal to the Board of Commissioners. He explained that the Western Springs Park District is not up to par with surrounding park districts and their IMRF policies. Allowing the employees to accumulate sick days toward their retirement has a minimal impact on our budget and is a goodwill gesture to keep our long term employees. Commissioner Daman asked the Board to review his proposal and submit their comments to him so that we will be able to vote on the policy at the December, 2010 meeting. President Havlat asked Director Himmelmann to put the IMRF on the December Agenda. He also asked Treasurer Bastyr to look in the audit regarding sick time.

## **NEW BUSINESS**

### **2011 CAPITAL IMPROVEMENT PLAN**

Director Himmelmann informed the Board that the highest priority would be the final payment of \$8,800.00 on the Bobcat skid loader. Director Himmelmann stated that the Park District owns one dump truck and one stand alone tractor. They used to be on a 10 year replacement rotation, but budget constraints in the past have put them off that schedule. The truck is not safe and needs to be replaced at a cost of about \$38,000.00. The tractor that is used for plowing has a completely rusted door hinge. The door cannot be closed and will be very cold this winter when plowing. We could use the Bobcat for plowing, but we do not have a blade. The cost of a blade is \$3,000.00. Treasurer Bastyr changed the following line items: regrading of Sereda Park, regulatory/rule signs, and rewiring of Steve's Place, should be shifted to maintenance. A new refrigerator for the shop should be under the equipment line item. The Dump Truck has been added to the capital portion of the budget.

A general discussion ensued, and the Board agreed on the following improvements:

- Bobcat final payment (\$8,800.00)
- Grading and irrigation of field in Spring Rock Park (as back-up plan if all weather field project cannot be financed).
- Forest Hills south playground (\$110,000.00)
- Dump Truck (\$38,000.00)
- upgrade Steve's Place (\$4,500.00 but shift to maintenance line item)
- 3 new water fountains
- Sereda Park regrading
- Plow blade for the Bobcat (\$3,000.00)
- Tennis court painting (\$3,900.00)
- Picnic tables (\$2,500.00)
- Upgrade to Springdale Park washrooms (\$8,000.00)
- New signs (\$8,000.00)

### **MOTION**

Treasurer Bastyr motioned with a second by Commissioner Daman to approve the Tentative 2011 Budget, which motion was carried by all on voice vote. The preliminary budget will be available for public inspection before being voted on in the December meeting.

Attorney Ekroth asked Treasurer Bastyr to speak with Grace Turi to place the notice with the newspapers for the meetings on December 7<sup>th</sup> and 14<sup>th</sup>.

### **TREASURER'S REPORT**

Treasurer Bastyr submitted the financial report as written. She notified the Board that there will be a \$98,000.00 bond payment made in 15 days and installation of the new playground equipment will be a lot of cash out in next month's report.

### **MOTION**

Commissioner Daman motioned with a second by Commissioner Cromheecke to approve the October 31, 2010 Financial Report, with an ending balance of \$927,118.00, which motion was carried by all on voice vote.

### **BUDGET**

Due to the resignation of Commissioner Keese, Treasurer Bastyr will draft the 2011 budget. She will have the budget prepared in final form for the December meeting.

### **SAFETY**

Director Himmelmann stated that there were no accidents or injuries to report for the month of October, 2010. The employee that injured their shoulder last month, has a torn rotator cuff.

### **DIRECTOR'S REPORT**

Director Himmelmann submitted his October, 2010 Director's Report as written.

### **COMMISSIONER'S REPORTS**

DAMAN: nothing further to report

BASTYR: budgeted some money for consulting fees, in case the Board decides to hire a firm to draft a long range plan.

GASSMANN: left the meeting at 8:45 p.m.

HAVLAT: nothing further to report.

MARSHALL: nothing further to report.

CROMHEECKE: has a candidate for the open position on the Board. He has a strong accounting background, and is willing to come to the meetings to learn the budget process. Treasurer Bastyr suggested that Commissioner Cromheecke go to the caucus with her suggestion of a candidate. President Havlat has the contact information and he will forward it to Commissioner Cromheecke.

HIMMELMANN: nothing further to report.

**ADJOURNMENT**

**MOTION TO ADJOURN**: Commissioner Marshall motioned with a second by Commissioner Daman to adjourn the November 2, 2010 Western Springs Park Board meeting at 9:26 p.m., which motion was carried by all on voice vote.

Respectfully submitted,

Maribeth Newell  
Park Board Secretary