

WESTERN SPRINGS PARK BOARD MEETING MINUTES
October 12, 2010 (BOARD APPROVED ON 11/2/10)

COMMISSIONERS PRESENT

Jim Havlat
Janet Gassmann
Wendy Bastyr
Jennifer Cromheecke

OTHERS PRESENT

Robert Ekroth, Park District Attorney
Craig Himmelmann, Director of Parks
Maribeth Newell, Park Board Secretary
Deb Lyons, Village Trustee
Darren McRoy, Western Springs Patch

COMMISSIONERS ABSENT

Kristin Keese
Damian Marshall
Bob Daman

OTHERS ABSENT

Tracy Alden, Recreation Director

President Jim Havlat called the October 12, 2010 Western Springs Park District Board Meeting to order at 7:20 p.m.

APPROVAL OF MINUTES

MOTION: Treasurer Bastyr moved with a second by Vice President Gassmann to approve the September 14, 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:

Mr. Darren McRoy, Editor of the Western Springs Patch came before the Board to introduce himself and inform them about The Patch, an online community news resource and local resource directory. The Patch is an AOL Company and their objective is to get the same type of community resource listings in the suburbs that they have in major cities. They currently have 40 sites. The Western Springs site has been live for about one month. There is a list of all the parks and a piece by a recreation columnist and mother here in Western Springs. Mr. McRoy explained that any event can be promoted on the site under the calendar header. The site is user friendly and anyone with an account can post information. There will also be some investigative reporting on the site. Mr. McRoy said that he would like to hear from anyone that has a story to report.

COMMUNICATIONS RECEIVED

Director Himmelmann reported that we received a letter of apology and \$25.00 check from a juvenile resident. The juvenile has spray painted graffiti in several different parks. The case went before a peer jury and they gave him 7 hours of community service. In fact, it took the park district employees well over 30 hours of man power to clean the graffiti and the cost far exceeded \$25.00.

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A second letter was received from a resident asking the Board to reconsider the dog restrictions in the parks of Western Springs. A general discussion ensued regarding the current policy banning dogs from the park. Several options were explored including, fines, leashing, and specific hours that would allow dogs in the parks. Attorney Ekroth noted that, from a legal standpoint, as soon as we allow dogs in the park, our liability dramatically increases. The Board agreed that it would be in the Park District's best interest to enforce the "No Dogs" policy in effect. Commissioner Cromheecke will contact the resident and explain the decision.

TRUSTEE REPORT

Trustee Lyons reported that the Recreation Department needs a new Commissioner from the Field Park area. She asked for any suggestions from the Park District Commissioners.

There is a contract on the old Vaughn's location. There will be a new medical office with the possibility of building on the other parcel in the future. The fire station is working on change orders to be in compliance with ADA.

Trustee Lyons further reported that the reverse osmosis project will go out to bid by November and let in December. There might be times during the install when the water in the village may be a little harder. The water rates are increasing to \$8.10, in part due to the reverse osmosis project. Western Springs is still below several villages in the area.

RECREATION DEPARTMENT REPORT

Director Alden not present.

IPM (Integrated Pest Management) PLAN

Commissioners Cromheecke and Daman are in the process of drafting an IPM.

There is one more application to take place under our current contract. A general discussion ensued regarding notification. Mr. McRoy of the Patch will post this notification, but stated that the Park District can easily post there themselves for future applications. President Havlat will notify Mr. Walse. President Havlat spoke with Dr. Barnhart regarding the school district's policy. The students are not allowed in the grassy areas on application days. Attorney Ekroth suggested that we state in next year's bid request that we require 20 or more extra flags over and above the state requirement. Vice President Gassmann suggested a large flag system, similar to those used for ice skating rinks. We could fly a flag in the parks when fertilizer and weed control applications are taking place. The residents could be educated through the Patch, Park District website, home flyers and school e-mails.

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DISTRICT 101 UPDATE

Commissioner Cromheecke attended the School District's preliminary budget meeting the 1st week in August. They feel that there are problems with the proposed IGA. They feel that the Park District is infringing on the School Districts tax base. Dr. Barnhart is open to further discussions. President Havlat and Commissioner Cromheecke will discuss it further.

VILLAGE OF WESTERN SPRINGS CONTRACT

The Village of Western Springs wants an IGA for the \$10 user fees. Treasurer Bastyr stated that there have been issues with an IGA that was in previously in place. Attorney Ekroth will find the IGA we have on file. It is most likely expired.

NEW BUSINESS

OPEN BOARD MEMBER POSITION

President Havlat reported that Commissioner Keese sent a Letter of Resignation to the Western Springs Park District Board of Commissioners. The caucus is in proceedings to fill the ballot. President Havlat has contacted them and informed them of our urgent need to fill this vacancy.

MOTION

Vice President Gassmann motioned with a second by Commissioner Cromheecke to accept the resignation of Commissioner Kristin Keese, effective immediately, which motion was passed by all on voice vote.

PARC GRANT

President Havlat explained that the Illinois Department of Natural Resources PARC grant is somewhat similar to the OSLAD grant. This is a 75/25 grant and OSLAD is a 50/50 grant. He had a discussion with someone at the IDNR and they have informed us that this grant is geared more toward "bricks and mortar". They are not sure if the artificial field would be a good fit. There is a requirement to pass the PARC-3 Resolution which states that we are going to complete a project and that we have a local match.

PARC-3 RESOLUTION OF AUTHORIZATION

Treasurer Bastyr motioned with a second by Janet Gassmann to submit the PARC-3 Resolution of Authorization for the PARC Grant Application for the installation of an artificial turf field in Spring Rock Park, which resolution was passed by all on voice vote.

MASTER PLAN UPDATE

President Havlat stated that the last Long Range Master Plan was completed 14 years ago. A general discussion ensued regarding the best way to receive community input. The possibility of a survey monkey was discussed or hiring a consultant to put the plan together. President Havlat asked director Himmelmann to contact surrounding park district's and ask if any have used a consultant that they would recommend. Director

Himmelmann stated that he would also contact the National Association of Park Districts to see if there is a template available for review. President Havlat would like to target the beginning of 2011 for the Master Plan.

BID RESULTS FOR INSTALLATION OF NE PARK

Director Himmelmann reported that he received and opened 5 bids for the Northeast Park playground install. The lowest bid was from Green Up. The total to install the playground equipment and benches is \$31,711.00. The cost of the playground equipment is \$59,371.00 for a total of \$91,082.00. The budget for this project is \$90,000.00. Treasurer Bastyr stated that there is some room in the budget for an overage as long as there are no hidden costs.

Treasurer Bastyr inquired whether or not the bid includes wood fiber chips. Director Himmelmann stated that it includes 225 cubic yards of wood fibers. We have used Green Up in the past and have been satisfied with their work. They are established and a preferred Landscape Structures installer.

Vice President Gassmann asked Director Himmelmann to notify the neighbors before the installation. Director Himmelmann stated that they do post "Pardon our Dust" type signs. Mr. McRoy of the Patch will post the drawings of the new playground on his site. Vice President Gassmann will e-mail the drawings to him. Treasurer Bastyr asked if there is a drinking fountain in the park. Director Himmelmann said that the fountain fell over about 10 years ago and has not been replaced. There is a water line for the fountain and he will put a replacement fountain in next year's budget.

MOTION

Treasurer Bastyr motioned with a second by Commissioner Cromheecke to accept Green Up's installation bid for Northeast Park in the amount of \$91,082.00, which motion was carried by all on voice vote.

TREASURER'S REPORT

Treasurer Bastyr notified the Board that the Village of Western Springs has made a journal entry that they paid \$21,840.50 of the recreation fees, but we have not received the funds. This is the amount of fees collected for 2010. The difference of \$28,159.00 will be made up out of the Recreation Department's budget. President Havlat will contact the user groups to see what type of contributions they are planning to make to the Park District. Treasurer Bastyr submitted the September 30, 2010 Financial Report as written.

MOTION

Treasurer Bastyr motioned with a second by Commissioner Cromheecke to approve the September 30, 2010 Financial Report, with an ending balance of \$1,013,391.00, which motion was carried by all on voice vote.

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BUDGET

Due to the resignation of Commissioner Keese, Treasurer Bastyr will draft the 2011 budget. She will have 2011 preliminary budget available at the November 2, 2011 meeting.

CAPITAL IMPROVEMENT PLAN

President Havlat asked if there is a fixed asset list with useful life to project upcoming expenses. It would be useful if we go out to Referendum to be able to document future expenses. Treasurer Bastyr stated that the assets are tracked through a PDRMA program. She will contact President Havlat and give him a sign on for the program.

RE-GRADING OF SPRING ROCK PARK SOCCER FIELDS

Director Himmelmann is in the process of getting preliminary numbers on the cost of re-grading the soccer fields in Spring Rock Park.

SAFETY

Director Himmelmann reported that a full-time employee fell and injured their shoulder in the Park District's Maintenance Garage. He is not yet sure of the extent of the injury.

DIRECTOR'S REPORT

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

The summer employees are gone. All park benches have been installed and we are moving forward on closing out the IDOT contract.

COMMISSIONER'S REPORTS

DAMAN: absent.

BASTYR: nothing further to report.

GASSMANN: nothing further to report.

HAVLAT: nothing further to report.

MARSHALL: absent.

CROMHEECKE: nothing further to report.

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HIMMELMANN: nothing further to report.

ADJOURNMENT

MOTION TO ADJOURN: Vice President Gassmann motioned with a second by Commissioner Cromhecke to adjourn the September 14, 2010 Western Springs Park Board meeting at 9:16 p.m., which motion was carried by all on voice vote.

Respectfully submitted,

Maribeth Newell
Park Board Secretary