

**WESTERN SPRINGS PARK BOARD MEETING MINUTES
MAY 12, 2009**

COMMISSIONERS PRESENT

Mike Bruck
Wendy Bastyr
Jim Havlat
Phyllis Osborn
Janet Gassmann
Mike Kane
Matt Gresge
Bob Daman
Jennifer Cromheecke
Harold Hild

OTHERS PRESENT

Robert Ekroth, Park District Attorney
Craig Himmelmann, Dir. of Parks
Maribeth Newell, Park Board Secretary
Tracy Alden, Dir. Of Recreation
Janet Dahl, Village Trustee
Laura Ozark, Resident
Sami Flannigan, Resident
Blair Cieccko, Resident
Todd Abrahms, W-T Engineering

COMMISSIONER'S ELECT ABSENT

Damian Marshall

President Mike Bruck called the May 12, 2009 Western Springs Park District Board Meeting to order at 7:05 p.m.

APPROVAL OF MINUTES

MOTION : Commissioner Matt Gresge motioned with a second by Commissioner Jim Havlat to approve the April 2, 2009 Special Park Board Meeting minutes, which motion was carried by all on voice vote.

Commissioner Gassmann motioned with a second by Vice President Osborn to approve the April 14, 2009 Western Springs Park Board Meeting Minutes as written, which motion was carried by all on voice vote.

SWEARING IN OF NEW PARK BOARD COMMISSIONER'S

Attorney Robert Ekroth officiated the swearing in of Commissioners Robert Daman, Harold Hild, and Jennifer Cromheecke. Commissioner Elect, Damian Marshall was not in attendance and will be sworn at next month's meeting.

ELECTION OF PARK BOARD PRESIDENT AND VICE PRESIDENT

Commissioner Bastyr nominated, with a second by Commissioner Gassmann, to elect Commissioner Havlat as Park Board President, which nomination was unanimously passed by all on voice vote.

Commissioner Bastyr nominated, with a second by Commissioner Hild, to elect Commissioner Gassmann as Park Board Vice President, which nomination was unanimously passed by all on voice vote.

ACKNOWLEDGEMENT OF VISITORS TO BE HEARD FROM THE FLOOR:

Blair Cieccko and Laura Ozark of Ridgewood Park came before the Board to discuss phase II of the Community Build. The group has \$5,900.00 remaining. They asked the

Park District to remove the existing park benches and mulch around the 26 trees in the park and in areas that have settled in the play area. They can get free mulch from the Village. Director Himmelmann agreed to mulch around the trees in the park, but informed Ms. Cieccko that that type of mulch is not ADA approved for use in the play areas. He also explained that settling of the woodchips in the play areas of parks is a common occurrence and the Park District must adhere to the scheduled order of replacement in all of its parks. He will see if he can redistribute the existing woodchips to address the settling issues. Ms. Ozark asked if they could install new benches on the North side of the park and near the roller slide, and replace the 2 existing benches. Director Himmelmann stated that he would need to supervise and approve the placement of the benches before they could be installed. Ms. Ozark also stated that they will landscape around the new signs and outhouse structure, with arborvitae, spirea, box woods and burning bushes. They want to purchase a 14x 16 plaque and engrave the names of the large donors and a general thank you to the volunteers for their contribution to the community build of the new playground in 2007. A general discussion ensued and it was agreed that the Park District would not have the manpower to maintain and weed the new landscaping. Ms. Ozark stated that she would organize volunteers to maintain and weed these areas. In total, \$4,900 of the remaining \$5,400.00 would be spent on these improvements. They will keep the \$600.00 for one year, as a buffer to replace any landscaping that doesn't thrive. After the year has passed, any remaining funds will be donated to the Park District. Vice President Gassmann provided a copy of the landscaping designs that have already been drawn up by the Garden Club.

Sami Flannigan came before the Board regarding installation of sidewalks in the Forest Hills Park. Trustee Dahl informed the Board that she confirmed that the Village is going to see a way to fund the sidewalk if the Park District Board agrees to allow the installation. A general discussion ensued and Director Himmelmann stated that he would like to meet with a representative from Little League to ensure that there wouldn't be an interference with the playing field. Snow Plowing was also addressed and Ms. Flannigan stated that she has spoken to the administration at the school and they have indicated that they would provide their maintenance staff to plow the sidewalk around the school if it is installed. President Havlat asked that the new commissioners visit the park in order to make a more informed decision when it is put to vote. Ms. Flannigan asked that the Village be allowed to have preliminary engineering drawings done to meet the grant deadlines. Damian Marshall was appointed liaison for the sidewalk project.

MOTION: Commissioner Daman motioned with a second by Commissioner Cromheecke to allow the Village to draft Phase I engineering drawings of the sidewalks, which motion was approved by all on voice vote.

VILLAGE TRUSTEE REPORT

Trustee Dahl will be moving on to new committees as a Village Trustee. Her replacement will be Trustee Deb Lyons, who will attend the Park Board meetings beginning in June, 2009. Ms. Dahl reported that Vaughn's has been rented to Good Earth Naturally, and they will operate as a garden center. President Havlat thanked Trustee

Dahl on behalf of the Board for the admirable job she has done as liaison. Trustee Dahl stated that she admired all of the Commissioners for the work they do on a limited budget and gave special mention to Director Himmelmann for all of the responsibilities he juggles and his professionalism.

RECREATION DEPARTMENT REPORT

Director Alden distributed packets and minutes from the April, 2009, Recreation Department Meeting. The tennis program began on May 11, 2009. Director Alden asked if Dodge ball could have use of Spring Rock Park on August 8, 2009 from 9 a.m. to 4 p.m. for a tournament. There would be approximately 100 participants. They could also use Springdale Park if Spring Rock Park is not available. Director Himmelmann will check with Terry Forde. He also informed Director Alden that the Dave Evans memorial bench is assembled and at the maintenance building. It will be installed once the paving project has been completed in Spring Rock Park. Vice President Gassmann reported that she received a phone call regarding graffiti on the east tennis courts. The Cook County Sheriff's office has a free program that will help remove the graffiti. Director Himmelmann stated that the Police Department is always informed and comes out and takes a picture to track all graffiti.

OLD BUSINESS

ALTERNATE REVENUE SOURCES

Nothing to report.

SAFE TEA-LU/IDOT SRP PAVING/DETENTION PROJECT

A general discussion was held regarding the W-T Engineering request for payment of change orders. Director Himmelmann offered to talk to Todd Abrahms and get originals of every invoice for the \$44,500.00 and the \$44,000.00.

COMMISSIONER'S HANDBOOK

President Havlat is in the process of drafting a Commissioner Handbook for the new Commissioners on the Board that would cover a history of the Park District and policies that are in place. Director Himmelmann has copies of Commissioner Handbooks and State Codes that he will provide to them.

MOVIE IN THE PARK

Vice President Gassmann reported that the movie is scheduled for August 7, 2009 with a rain date of August 14th. Disney movies cannot be shown between May and August due to licensing restrictions.

W-T ENGINEERING EXTRAS

Todd Abrahms of W-T Engineering came before the Board to discuss additional charges for change orders on the Spring Rock Park Paving project. A general history and discussion was held to inform the new Commissioners. President Havlat noted that he feels that inexperience was the catalyst to the under estimating and now, consequently, significant overages. It was decided that the Commissioners would take some time to

review everything and compare it to the original signed contract.

Additionally, Mr. Abrahms informed the Board that the lighting for the upper parking lot have bronze poles and heads. The lights in the Picnic section have black poles and heads. Director Himmelmann asked if any of the Commissioners have an issue with the lights being 2 different colors and design. A general discussion ensued and the Commissioners agreed that it is not an issue.

Director Alden inquired about the installation of the new tennis court lighting. Mr. Abrahms stated that they could keep the existing lighting functioning while the new controls are being installed. Director Alden asked that he be informed in advance if there will be any interruption to the lighting. Mr. Abrahms agreed.

PERSONNEL MANUAL

Director Himmelmann reported that the 1st draft of the manual should be complete this week. Additionally, PDRMA would like a labor law attorney to review the manual. They do not provide an attorney, but can recommend a reputable firm that we can hire. PDRMA also provides an online template for personnel manuals, which can be customized for our Park District. President Havlat asked for a committee to oversee the manual. Commissioners Bastyr and Gassmann volunteered.

T-MOBILE EASEMENT

President Havlat explained the history and contract process regarding the easement around the water tower in Spring Rock Park.

SAFETY

Director Himmelmann reported that there were no accidents or injuries to report for the month of April, 2009.

NEW BUSINESS

INTERGOVERNMENTAL AGREEMENT WITH DISTRICT 101

Vice President Gassmann informed the new Commissioners that the Board would like to enter into intergovernmental agreements with District 101. She asked that all Commissioners think about what they would like to see included in an agreement with District 101, User Groups, and the Village of Western Springs.

GARDEN CLUB LANDSCAPE DESIGN

Vice President Gassmann reported that the Garden Club has submitted 2 designs for plantings around the new signs. One is for shady areas and one is for sunny areas. Commissioner Bastyr stated that it is not in the budget for this year. Vice President Gassmann will provide a cost estimate for consideration.

PARK ASTHETICS/BENCH SURVEY

Vice President Gassmann and Commissioner Cromheecke surveyed all of the benches throughout the parks in the District. Some need replacement while others are only in need of minor repair or painting. Commissioner Bastyr noted that there is nothing budget

for this expense this year. She will review line items to see if there is anywhere that has a surplus. Vice President Gassmann will prioritize the list of benches in need of paint or repair and give it to Director Himmelmann so that he can schedule his crew.

LIGHTNING DETECTION/WSLL 2009 CAPITAL PROJECTS

Mark Placek of the Western Springs Little League, came before the Board to discuss capital projects on their agenda. The Thorguard Lightning Protection System could be installed in Spring Rock Park with the cost split between Little League, Soccer, Football and the Park District. The cost would be \$7,500.00 for the system and approximately \$2,000.00 for installation. The user groups are asking the Park District to contribute ¼ of the final cost. A general discussion ensued and it was agreed that the football shed would be the best location, neighbors along Central Avenue will be informed and told how the system will work, and the system will be programmed to run only during field use times.

MOTION: Commissioner Daman motioned, with a second by Vice President Gassmann to contribute ¼ of the cost of the Thorguard Lightning Protection System, which motion was carried by all on voice vote.

Mr. Placek informed the Board that Little League has \$35,000.00 in its budget for capital improvements. They would like to make the following improvements, at their own expense. 1) Installation of dugout covers in the B West Ball Field, 2) Flagpole in the Center Field of the A Ball Field, near the concession stand, 3) Replace fence fabric in front of Dugouts on the B West Ball Field, 4) Replacement of the scoreboard at the A Ball field with the same size board and updated LED lights and solar panels installed by certified electricians, and 5) Improvements to the batting cage and screenings on the dugout.

President Havlat asked that Attorney Ekroth draft the agreement between Little League and the Park District to convey the property to the Park District. Mr. Placek will contact Attorney Ekroth and provide an exact dollar amount and complete list of all improvements.

MOTION: Vice President Gassmann Motioned with a second by President Havlat, to approve the capital improvement projects presented by the Western Springs Little League, which motion was carried by all on voice vote.

SPECIAL PARK BOARD WORKSHOP MEETING

President Havlat asked the new Commissioners to agree on an acceptable date to have a Special Park Board meeting to walk the parks and have a brief financial meeting.

TREASURER'S REPORT

Commissioner Bastyr submitted the April 30, 2009 Financial Report with an ending balance of \$1,115,529.00, as written.

MOTION: Vice President Gassmann moved with a second by President Havlat to approve the April 30, 2009 financial report as written, which motion was passed by all on voice vote.

DIRECTOR'S REPORT

Director Himmelmann reported that the Park District's contribution to the Concerts in the Park this year will be \$250.00. Additionally, he distributed a copy of Chicagoland Paving's proposal for pavement work in Ridgewood Park. They said the entire path does not need to be overlaid and could stretch our dollar. Commissioner Bastyr asked that additional proposals be solicited and to find out if Chicagoland Paving can come down on its proposal price.

Director Himmelmann asked the Board to consider a replacement purchase of a Bobcat skid loader. The current Bobcat is 15 years old and is having substantial issues and no longer able to handle its jobs. The Bobcat is under state contract and is 36% of the retail price. Commissioner Hild asked for a price on John Deere equipment. Director Himmelmann will research it, but also explained that John Deere is not under state contract, which is a significant savings.

COMMISSIONER'S REPORTS

President Jim Havlat nothing further to report.

Vice President Janet Gassmann nothing further to report.

Commissioner Wendy Bastyr asked all Commissioner's to review the 2008 Auditor's Report and be ready to approve it at the June, 2009 Board Meeting.

Commissioner Jennifer Cromheecke nothing further to report.

Commissioner Rob Daman nothing further to report

Commissioner Harold Hild nothing further to report.

Commissioner Damian Marshall: not present.

MOTION TO ADJOURN

MOTION: Commissioner Hild motioned with a second by Vice President Gassmann to adjourn the May 12, 2009 Park Board Meeting at 10:27 p.m. which motion was carried by all on voice vote.

Respectfully submitted,

Maribeth Newell
Park Board Secretary