

**THE LISLE PARK DISTRICT
JOURNAL OF PROCEEDINGS
SPECIAL MEETING
SEPTEMBER 15, 2011**

CALL TO ORDER AND ROLL CALL: President Cook called the meeting to order at 7:05 p.m. in the Lisle Park District Recreation Center Board Room, 1925 Ohio Street, Lisle, IL 60532.

Roll Call: Commissioners Present: Hough
Carballo(7:10)
Cook
Morse

Absent: Kanzler

Also Present:
Director Garvy
Superintendent of Recreation Toohey
Superintendent of Parks Cerutti
Superintendent of Finance Silver
Human Resources Manager Welge
General Manager Shamberg
Golf Operations Manager Culbertson

DISCUSSION

A. Review first draft of 2012 Budget

Director Garvy presented the first draft of the 2012 budget, stating staff will incorporate any changes directed by the board and then present the budget for board approval at the November 10th meeting.

Superintendent Silver stated the most recent adjustments to the budget has resulted in a \$66,371 surplus including capital, which included the elimination of the Meadows lease, water, and sewer; the museum fund expenses were reduced by \$3,982; the software purchase in the capital fund will be this year; and Golf increased high school income by \$3000. He stated the budget takes into account the decrease in total taxes received from the county and will levy for below the 5% threshold instead of ballooning as was done in previous years. The land cash donation from Opus development will provide approximately \$500,000. He pointed out the budget does not include TIF numbers as revenue and he expects \$43,855 in early 2012 for 2011 tax dollars.

Corporate Fund

Superintendent Silver stated the corporate fund increased by \$31,300. Commissioner Morse asked why the advertising for preschool is zero. Superintendent Toohey stated it is allocated in another fund.

Commissioner Hough asked why a large increase was budgeted for the health insurance when it had been stable this year. Manager Welge explained our increases have historically been around twenty percent over the past seven years so we anticipate having a similar increase next year based on the large claims in insurance usage. Superintendent Silver added we increased the budget for the Health Reimbursement Account to match usage.

Commissioner Morse asked about the semi-annual newsletter. Director Garvy answered it is an external newsletter sent out twice a year. Commissioner Morse asked if we could send it out electronically.

Commissioner Hough said the telephones should be taken out from the Meadows Center. Superintendent Silver agreed but stated he'll need to account for the additional phones at the Recreation Center for preschool and senior center.

Commissioner Hough asked about the change in Customer Relations wages. Director Garvy stated some personnel were adjusted to the correct general ledger. In addition, there is a large reduction in full-time wages because we are eliminating a full time position when an employee retires later this year and replacing it with two new part-time positions.

Recreation

Commissioner Hough asked why some of the program numbers were projected at zero. Superintendent Toohey stated he wants to give some of those programs another try and if they don't run then he will cut those programs.

President Cook asked how many programs were cut and how many new ones were added. Superintendent Toohey stated roughly 15 and 15 based on trends and patron feedback.

Commissioner Hough asked how the fitness center was doing. Director Garvy stated it is operating at a surplus again in 2011, commending Superintendent Toohey and Supervisor Porrevecchio on their hard work.

Commissioner Hough asked about the postage and printing on page 54. Director Garvy stated it has to do with postage for the semi-annual newsletter.

Commissioner Hough asked about the uniforms on page 58. Superintendent Toohey explained they didn't spend it this year and is planning on providing more logoed apparel in 2012.

Commissioner Hough asked about the umpire fees on page 63. Director Garvy stated the fees have increased but the projected number needs to be updated to a higher amount to be accurate.

Commissioner Hough asked if we were going to employ the same number of employees as we had at the Meadows Center. Director Garvy stated yes, but we are not adding to staff. When evening programs start in the new building, the second part-time person will cover the front desk to direct people along with the custodian.

Museum

Commissioner Morse asked what role the Village plays with the museum. Director Garvy stated we lease the property from the Village but it is solely our responsibility to maintain it and we employ a part-time curator. Staff budgeted for some maintenance items, a split rail fence, and an upgrade to software for cataloging artifacts. Superintendent Toohey added that an intern along with help from the Heritage Society will do the cataloging next year.

Liability

Director Garvy reported \$12,000 has been allocated for a few major parks camera surveillance where we have seen recurring vandalism. Staff is also researching to finding something that will integrate with the police system and still be cost efficient. If successful, staff would like to expand the surveillance to include other park district sites.

Superintendent Silver discussed his successful history of fighting tax objectives. Director Garvy commended him on saving the park district considerable amounts of money.

Capital Projects

Commissioner Hough asked if any major projects were planned for next year. Director Garvy reported \$200,000 has been allocated to replace the entire Recreation Center parking lot. President Cook asked if there would be a cut through added to connect the two buildings. Director Garvy said he will look into it but is trying to limit spending to \$600,000 a year in this fund. He reported how Commissioner Hough had suggested holding a special meeting in January to discuss priorities of capital projects and asked the board to consider setting a date at the meeting on November 10.

Commissioner Carballo stated neighbors have been complaining about the porto-potties in Surrey Ridge Athletic Complex and asked if we would consider building a permanent structure for that site. Director Garvy stated we could look into how much it would cost to buy precast bathrooms that can literally be set on site. Commissioner Hough also asked staff to research expanding the parking lot there.

Commissioner Hough requested Naturalist Jensen attend the capital projects meeting to ensure any changes stay in line with the character of each park.

Commissioner Morse asked about the workstation upgrades on page two. Director Garvy answered it is in line with our computers maintenance schedule.

Commissioner Morse asked about the rail road ties on page 3. Superintendent Silver stated he believes the \$35,000 is related to parks maintenance and not for rail road ties. Director Garvy stated a lot of the rail road ties have been replaced already.

Commissioner Morse asked about the \$15,000 budgeted for the island stage on page 4. Director Garvy stated there is significant erosion on the southeast side and will require engineering. Depending on the scope, this may be an opportunity to expand the stage for Eyes to the Skies or other entertainment opportunities.

Commissioner Morse asked about the playground for the 1925 building. Director Garvy stated the playground equipment has already been purchased and but we will need to fund the engineering and leveling of the area since the storm water drainage needs to be redirected. Commissioner Hough added that the Community Center parking lot floods and asked what steps are being taken to remedy it. Superintendent Cerutti stated the Village did a camera scope of the drain and found that the sewer pipe had collapsed. The park district owns those pipes and has to pay for the repairs. Commissioner Hough suggested asking Partners for Parks for more sponsorship of special projects because they have a healthy fund balance. Director Garvy agreed, stating we should discuss it at the capital projects meeting.

President Cook stated he is greatly concerned about the lack of grant money the park district has received, citing other local park districts who continue to be awarded grant money. Director Garvy agreed with his frustration, stating Woodglenn Park failed to receive the Department of Natural Resources OSLAD grant; the PARC grant administrator told us our 1925 facility was not eligible because it did not include a gym; and the IDNR stated they never received our application for the labor grant even though Superintendent Silver had received confirmation it had been received. He said staff will continue to pursue grants on various projects and programs.

Commissioner Hough asked if \$16,000 was enough for aquatics maintenance on page 4. Superintendent Cerutti explained we did a lot of the maintenance this year plus we had the expense for the pool grates this year..

Golf/Restaurant

Commissioner Morse asked about the \$13,500 budgeted for advertising at Wheatstack. Manager Shamberg answered that it was for getting the Wheatstack name out to the public with promotional items. Commissioner Morse asked for additional detail. Director Garvy stated 2012 will generally follow be the same framework from a budgeting perspective but as we move through the year, specific line items will be noted and possibly either combined with other accounts or split out further to provide a more transparent budgeting and performance process for 2013. Director Garvy added staff is going to emphasize more banquets and special events as those activities are having a positive impact on the bottom line. Manager Shamberg agreed, stating he has adjusted pricing to cover more costs.

Director Garvy reported Manager Culbertson plans to have representatives from Golf Tec and Jeff Brinegar speak at the next board meeting to discuss the benefits of their relationship with the park district and the improved service and playability of River Bend.

Director Garvy stated staff will make changes to the budget based on the comments from tonight and will give the board new budget sheets. He requested the board give any additional comments by November 10th so staff can put the budget on public display on November 11th.

ADJOURN OPEN MEETING

MOTION: Commissioner Hough moved to adjourn the open meeting at 8:45 p.m. Commissioner Morse seconded the motion. There was no further discussion and the motion passed by voice vote.