



Park District Board of Commissioners
Committee Meeting of the Whole
Thursday, March 10, 2011

Call to Order: President Sullivan called the meeting to order at 7:00 PM.

Commissioners Present: Commissioners Gallagher, Sexton, Sullivan, Zellmann

Commissioners Absent: Commissioners Anderson, Collins, Walkup

Commissioner Arrival: Commissioners Walkup and Anderson arrived at 7:25 pm.

Legal Counsel: Scott Puma, Ancel, Glink, Diamond, Bush, DiCianni and Krafthefer, P.C.

Staff: Jason Herbster, Beth Wirth, Jan Peters, Ann Viger, Anne Sandor, Debra Oldham, Ron Lyons, Jack Sebesta, Dennis Jahnke, Walt Herrick

Citizens: Richard Passavant, Larry Wheeler

Pledge of Allegiance: The Pledge of Allegiance was recited.

Approval of Agenda: Commissioner Gallagher moved to approve the agenda as presented. Seconded by Commissioner Zellmann.

Roll Call:
Ayes: 4 (Sexton, Gallagher, Zellmann, Sullivan)
Nays: 0

2011-2012 Budget Review: Debra Oldham, Superintendent of Business Services, presented highlights of the proposed budget for the 2011-2012 fiscal year. Oldham explained that the proposed budget gives the Park District 3.82 months operating coverage. Oldham noted that the Corporate Fund showed a decrease in fund balance and because aquatics, food services and Park Place are included in the Corporate Fund, even though accounted for separately on a daily basis reduced the projected year-end fund balance a total reduction of \$185,000 in the corporate fund. Social security and Medicare payments will be included in the Corporate Fund.

Commissioner Zellmann questioned the cash-on-hand fund balance. Oldham stated that she is comfortable with 3.82 month's operation coverage and added that the fund balance will help with our bond rating. Director Herbster added that this is standard for operation coverage in park districts; it is best to benchmark 2 ½-3 ½ months operation expenses. Commissioner Sullivan agreed that increasing the fund balance shows the district's fiscal responsibility.

Oldham reported that the Recreation Fund is projected to increase to \$473,050. The Special Recreation Fund shows a reduction of \$832,150. This includes \$710,000 that has been set aside for ADA purposes of a future community center. Capital Projects Fund is a continuation of projects to be completed out of the 2010 bond issuance. There are two more annual payments on the 2003 Debt Certificates for the construction of the miniature golf courses at the Golf Learning Center.

The Racket Club budget includes refinancing the 2005 debt certificates that were issued to renovate the club.

This would increase the balance of the term of debt certificates from five years to nine years and adding \$205,000 to the existing balance and provide funds to resurface all indoor courts, replace the ceiling for indoor courts 1-4, and upgrade curtains, pads, and ventilation. Director Herbster added that costs for the indoor hard court surface would be approximately \$90,000 and approximately \$220,000 for a carpet surface. Results from past membership survey showed favor to replacing the carpet on the indoor courts with hard surface. Herbster reported that the contractor did not include prevailing wages in the estimate, and project costs could increase approximately \$32,000, totaling the \$90,000.

Ann Viger, Park Planner, highlighted the proposed project list for the upcoming fiscal year. She explained that the funding for the list of proposed capital and special recreation fund projects are remaining from the \$1.5 million bond issue in 2010.

The highest priority expenditures include:

Computer Hardware and Software	\$55,000
Lake Improvements	\$100,000
Community Center (Consulting Fees, Special Recreation, Other)	\$1,010,000
Fetzner and Veteran Acres Playground Completion	\$87,000
Lippold Consulting and Well Monitoring	\$10,125
Veteran Acres Restroom Building Completion	\$24,500

Carry-over projects from 2010 Bond Issue include:

Two Pick-up Trucks	\$41,000
Chevy Tahoe/Police Squad	\$28,000
Pick-up Truck	\$34,000
Dump Truck	\$49,000

Comprehensive Plan Projects include:

Rotary Building Kitchen Remodel	\$12,000
Rotary Building Retaining Wall Replacement	\$25,000

High Priority Preventive Maintenance Projects include:

New Electric Panel at the Boncosky Complex	\$30,000
New Flat Roofs at the Nature Center	\$10,000

Park Sign Replacement Program	\$10,000
General ADA Upgrades	\$30,000
90 Trees for 90 th Birthday	\$10,000
Administrative Office Remodeling Work	\$75,000

Unfunded Projects include:

Woods creek Playground and Splash Park*	
Landscape Architect/Engineer	\$30,000
Construction	\$1,130,820
*80% Grant (if awarded)	\$854,100
West Beach Renovation Construction	\$1,000,000

The Park Board requested a detailed report of labor costs. Debra will include this information at the Park Board meeting on March 17, 2011.

Director Herbster reported that Park Place is up \$10,000 from last year. Beth Wirth, Facility Manager commented that she has numerous wedding reception reservations for this year.

Director Herbster, Ann Viger, Park Planner, Dennis Jahnke, Superintendent of Recreation, and Gary Schaefer, Lake Manager met to discuss a project list for the upcoming fiscal year.

Director Herbster reported that a full-time position has been included in the budget for the Community Relations Specialist position. This position is a salary/commission based position. A portion of the funding for the position will come from a position that is anticipated to open up in June of 2011. Herbster added that he will be researching this position with other park districts to determine how the commission aspect works.

Proposed Budget Display:

It was the consensus of the Board to approve the display of the 2011-2012 Proposed Budget for public inspection for 30 days prior to the Park Board of Commissioners final action.

Adjourn:

Commissioner Gallagher moved to adjourn at 8:20pm.
Seconded by Commissioner Sexton.

Roll Call:

Ayes: 6 (Sexton, Gallagher, Anderson, Walkup, Zellmann, Sullivan)

Nays: 0

Approve: _____ Attest: _____
President Secretary