

-Approved May 15, 2008-

**PARK RIDGE RECREATION AND PARK DISTRICT
BOARD OF PARK COMMISSIONERS
Maine Park Leisure Center
2701 Sibley Avenue**

**COMMITTEE OF THE WHOLE MEETING
Thursday, May 1, 2008
7:30 p.m.**

COMMISSIONERS

PHYSICALLY PRESENT: Dick Barton, President
Steve Hunst
Marty Maloney
Jim O'Brien
Sal Raspanti
Mary Wynn Ryan

COMMISSIONERS ABSENT: Nick Milissis

STAFF PRESENT: Jim Lange, Director of Parks and Recreation
Christine Berman, Superintendent of Finance
Bill Neumann, Superintendent of Dev. & Operations
Lori Lovell Knouse, Superintendent of Recreation
Kathie Hahn, Manager of Marketing and Public Relations
Maryanne Lucarz, Administrative Assistant

OTHERS PRESENT: Thomas G. Hoffman, Park District Attorney
See Sign-in Sheet

President Maloney called the Committee of the Whole Meeting of the Board of Park Commissioners to order at 7:46 p.m. Administrative Assistant Lucarz then took roll call. At this point, President Barton said if anyone from the audience would like to speak to the Board they will need to step forward to the lectern.

Citizens Present Wishing to Address the Board on Non-Agenda Items

Resident Mr. Moshtael asked what will happen to the land after the Oakton demolition. Director Lange said the house will be demolished and grass will be placed there. Resident Moshtael asked if a parking lot will be placed there. Director Lange said "no."

*Comprehensive Annual Financial Report for the Year Ended December 31, 2007 – DRAFT
Management Letter for the Year Ended December 31, 2007*

Commissioner O'Brien asked if there were any questions on the report or the management letter. Ron Amen, from Lauterbach and Amen, highlighted several sections of the draft audit report and management letter. He thanked staff for their great cooperation in gathering the material that was requested. Commissioner Hunst asked if we are putting in sufficient funds to cover our pension liability. Ron Amen said the amount that the employee contributes is set by state statute; the plan itself has an actuarial evaluation completed every year and they come back to the Park District and tell what the employer is required to pay for the twelve months. At the end of 2006, the plan is 92% funded. Commissioner Hunst said we need to make sure the employee pension plan is covered. Commissioner O'Brien asked if this is consistent with other districts. Ron Amen said "absolutely, it not only covers park districts it covers municipalities; libraries, and hundreds of different government agencies throughout the State of Illinois."

First Quarter Review – Finance Report for Month Ended March 31, 2008

Commissioner Hunst asked about the Community Center revenue budget actual and wondered how staff will address the increase and he does not expect an answer tonight. Commissioner O'Brien suggested that when there are complex questions to please email the questions to staff so they can have time to gather material for presentation.

Review Voucher Approval Procedures

President Barton said with the change in officer positions, Commissioner Hunst is the new Treasurer and he had some questions on the process. Staff was asked to respond to the voucher approval procedures and Superintendent Berman did a very good job with providing a historical account of how the process was and when and why it was changed. Commissioner Hunst said he appreciated the work that was provided.

Recreation Committee

Community Center Citizens Advisory Council Meeting Update – Commissioner Raspanti

Commissioner Raspanti said it was a good meeting; we recognized the past chair for doing a good job during the previous twelve months; thanked the members for their efforts and then members introduced themselves. Commissioner Raspanti said he told members that it was not the objective of the council to increase the membership, but the primary objective is to help improve the day-to-day experiences. Following that we had a healthy exchange of new ideas and asked staff to look into those new ideas with an update in June. President Barton said he was the chair of the council and members of the council become the sounding board amongst the greater community and members bring that feedback for discussion purposes. Commissioner Raspanti said he encouraged the members that they do not have to wait until a council meeting to exchange ideas; they can pass the information to him or to staff.

Pool Pass Pricing

Superintendent Knouse asked if there were any questions. Commissioner Ryan said a resident said they will not be renewing their pool pass because they could get into the Des Plaines pools for \$20 less. Commissioner Ryan asked if we are competitive in pricing compared to other similar communities. Superintendent Knouse said there are three factors for setting fees: 1) we compare fees to surrounding park districts; 2) compare fees for all classes, sports, etc. to the surrounding communities and park districts of similar size and 3) we use the factor of covering costs. Superintendent Knouse said for pool pass fees and other recreational department fees staff

uses the prior year fee as a base line and then typically goes up a percentage on that. Commissioner Ryan said if we are offering considerably less then we should be charging considerably less. Commissioner Raspanti said the reality is that our inventory is so much older than Des Plaines and there is a higher cost to maintain our inventory. Some discussion ensued.

Policy & Procedures Committee

Review Environmental Impact Task Force Agenda – Commissioner Ryan

Commissioner Ryan said at the May 15 meeting we will review the April 19 Earth Day project event. She said the electronic recycling event went very well and there was a lot of money raised for the Community Fund. There was great visibility in the media and good visibility for the chamber and the park district. She said Director Lange did a huge amount of work bringing in people to help. Commissioner Ryan said Superintendent Knouse, Coordinator Greve and Supervisor Ingles did a great job on the Park District's Earth Day event. President Barton said a letter was received today from Don Sebastian, President of the Chamber, thanking the park district and volunteers. President Barton personally acknowledged Director Lange for all his pre-event and on-site coordination and work. Commissioner Ryan asked about the attendance figures at the District's Earth Day event. Superintendent Knouse said there is no way to estimate because of the way the facility had to be laid out that day.

Review Resolution No. 08-1 (Recognition of Roy Sues)

President Barton said our beloved Roy Sues, former Commissioner, President of the Park District, and advocate for the Senior Center passed away. The resolution will formally acknowledge his contribution to the Park District. Director Lange said Assistant Lucarz has reached out to Roy Sues' son, Lee, to invite the family to the next board meeting for presentation of the resolution. Commissioner Hunst asked for the resolution to be read. Assistant Lucarz read the Resolution to the Commissioners, staff and audience members.

New Business

President Barton said the School District 64 board voted Monday and approved to place the "no idle" signs around all the elementary and junior high schools. They will be using the Park District "no idle" signs that were developed. Superintendent Neumann said twenty-five signs were delivered to Jim Wuerffel this afternoon.

Director Lange said the National Citizens Survey is listed on the City's website. The ratings that the Park District received are outstanding; we are way above the norm. Director Lange gave kudos to the present and past commissioners and staff on offering excellent programming. Commissioner Ryan said the survey was completed by an independent research company and commended Superintendent Knouse on the variety of programs the District offers.

President Barton said opening night for baseball and softball is Friday night at Hinkley Park and encouraged all Commissioners to attend.

Director Lange reviewed the "Wings" letter which is requesting memberships to the Community Center. Director Lange said his recommendation is to issue passes to the Community Center through a pilot program that could be monitored. After some discussion, Attorney Hoffman said any costs associated with this should be defrayed by the Park Ridge Parks Foundation. Superintendent Knouse reviewed the District's "program assistance scholarship" guidelines and said the District does not scholarship Community Center memberships. After further discussion

on foundation fundraising and funding mechanisms, Attorney Hoffman will work with Superintendent Knouse and the Policy and Procedures Committee on recommended changes to the administrative policy guidelines.

Commissioner Raspanti said he will be meeting with Alderman Bach, the City's environmental task force chair, and Commissioner Ryan to compare notes on environmental issues.

Superintendent Knouse said Manager Hahn has put a lot of time and effort in preparing the packages for on-line registration that is coming up. She asked Commissioners to hand out the pamphlets and if anyone is interested in the on-line registration to call the Park District so their log-in I.D. and pin number can be set up. Commissioner Maloney said right now there are no plans to include preschool in the on-line registration. Superintendent Knouse said there are three areas that will not be included in on-line registration: preschool, ice skating and hockey.

Commissioner Hunst asked about the affiliate tax returns. Superintendent Knouse said we have everything from baseball and have all the non-filing information from everyone else. She said some of the affiliates do not have the same filing date of April 15. Commissioner Hunst asked on the status of baseball, football, hockey and soccer. Superintendent Knouse said she has received information from hockey and baseball and is waiting for soccer and football.

Superintendent Neumann reviewed the schedule of the Centennial spray pool project. Some discussion ensued on the pool opening schedule.

Commissioner Maloney asked if there is a date for knocking down the diving well and house. Superintendent Neumann said the date has not been set but he will be attending a pre-construction meeting tomorrow. He said the county permit on the house has been applied for and the monitoring device at the pool has been monitoring the ambient reading for the past two weeks.

Commissioner Maloney thanked Director Lange for organizing the buddy ball program as well as coaching a team with volunteers every Wednesday night from 5:30-6:30.

Adjournment

At 9:12 p.m., President Barton moved the Board to adjourn the Committee of the Whole Meeting of the Board of Park Commissioners. The motion was seconded by Commissioner O'Brien and passed by a voice vote. Motion carried.

The Committee of the Whole Meeting was adjourned at 9:12 p.m.

Respectfully Submitted,

Mary Wynn Ryan
Secretary

Recorded By: Maryanne Lucarz, Administrative Assistant