

**PROCEEDINGS OF THE BOARD OF PARK COMMISSIONERS
JANUARY 4, 2011**

AGENDA

ROLL CALL

The Board of Park Commissioners met for their regular meeting on Tuesday, January 4, 2011, at 5:00 p.m., in the Park District's Board meeting room. Present were Commissioners Bollman, Panzer, LaDouceur, Skarperud and Soeby.

APPROVAL OF MINUTES FROM DECEMBER 7, 13, 16 & 17, 2010

A motion was made by Commissioner Soeby to approve the minutes from the December 7, 13, 16 & 17, 2010 Board meetings. Seconded by Commissioner Panzer; motion carried.

APPROVAL OF ADDITIONAL ITEMS FOR THE AGENDA

None.

DELEGATES TO APPEAR BEFORE THE BOARD

None.

FOR DISCUSSION

JOB SHARING AGREEMENT WITH THE Y FAMILY CENTER

This is being proposed as a test project to see how it would work. The Y and Center Court would share the Sports Coordinator Position on a 50% each condition. With Choice Wellness Center there may be some positions that could be shared with the Y Family Center. It shouldn't cost any additional money with the Y paying for the position and the Park District reimbursing the Y on a quarterly basis.

The expense would be shared by Center Court and Recreation budgets. If the Board feels it is a good fit, finalization of the project could be within two weeks.

Commissioner Soeby stated it was a good idea, the more sharing the better.

The Board felt we should go ahead with the project.

JOB DESCRIPTION DRAFT: SUPERINTENDENT OF ENTERPRISE

John Staley addressed the Board stating this is another step in the succession plan. He presented a draft of the job description for this position, which could be a \$100,000.00 position.

Commissioner Panzer stated he felt the position is a managerial role, not a superintendent role and needs two people on equal ground. He also stated he feels we don't need a person today for all the elements, but work up to that and it should be commission based.

Galen Cariveau addressed the Board and stated a market study needs to be done to see what people are getting and whether it is on contract or contract/commission.

Commissioner Bollman stated it is good to start thinking and talking about it to see how we get there and when.

Galen Cariveau will do a market study.

PURCHASE ORDER SYSTEM ALTERNATE

Superintendent Hellyer addressed the Commissioners. He recommends holding off in implementing a purchase order system with changes he plans to implement, which would accomplish the same as a purchase order system.

If the system doesn't work, then revisit the purchase order system. Superintendent Hellyer stated he wants every dollar going out the door to be approved and accounted for.

He also feels this could be accomplished in two weeks hoping by January 15 this system would be up and running. He will keep the Board informed via email on how the process is going.

Commissioner Panzer inquired if Brady Martz was OK with it and the dollar amount.

FOR ACTION

SECOND READING: YOUTH GOLF COURSE NAMING

This is the second reading of the proposal to name the youth golf course at Lincoln Park the "Steve Mullally Youth Golf Course," in recognition of Steve's years of service to the Park District. It was first on the agenda at the December 7, 2010, Board meeting.

A motion was made by Commissioner Panzer to name the youth golf course at Lincoln Park, Steve Mullally Youth Golf Course. Seconded by Commissioner Skarperud; motion carried.

CONSIDERATION OF 2011 FLOWER BID

Horticulturist, Melissa Grafenauer, addressed the Board. Only one bid was received on the flower bid, from All Season's Garden Center. She stated costs increased this year by 20%, due to seed and not planting as many cannas in order to have more variety.

A motion was made by Commissioner LaDouceur to approve the flower bid from All Season's Garden Center for 2011. Seconded by Commissioner Soeby; motion carried.

BUDGET FOR 2011 HEALTH INSURANCE RATES

The goal of the Board is to get all employees covered contributing 10% toward the premium. Currently employees are contributing 5%. Suggesting a 7.5% contribution by employees would mean no employee would go backward in pay.

Galen Cariveau stated the Board can go after the 10% contribution in as many years as it wants. Going an additional 2.5% this year and 2.5% next year is fair.

Commissioner Panzer stated when the Board first asked employees to start contributing toward the health insurance premium, it was the Board's intent that no one would go backward.

A motion was made by Commissioner Skarperud to go to 7.5% employee contribution toward the health insurance premium for 2011. Seconded by Commissioner LaDouceur; motion carried.

This represents a 2.5% increase to employees for 2011.

2011 GOLF RATES

Dan Tannahill and Dave Clark attended the Board meeting to field questions on the proposed golf fees increase for 2011.

The proposed increase is 5% at both King's Walk and Lincoln Park, with youth fees the same as 2010, and daily greens fees at Lincoln Park left the same. Fees have not increased in the last two years.

Commissioner Skarperud stated he felt golf rates need to be looked at every year, not every two. A gradual increase each year is better than a spike every two years.

A motion was made by Commissioner Skarperud to approve the fees, except change the 18 hole cart rental to \$12.00. Seconded by Commissioner LaDouceur; motion carried.

FINANCIAL REPORTS

All reports were accepted as presented.

BILLS TO BE APPROVED FOR DECEMBER

A motion was made by Commissioner Panzer to approve the bills for December in the amounts of \$312,277.94 for the Park District and \$32,074.19 for the Parks and Recreation Foundation. Seconded by Commissioner Soeby; motion carried.

SUPERINTENDENTS' REPORTS

Superintendent Hellyer reported the bond proceeds were received on December 29.

Superintendent Palmiscno reported there is a procedure to follow in determining cancelling traveling hockey games because of weather and presented it to the commissioners.

He also reported a total of over 11,000 visitors at Santa Village this season with over 3600 pounds of food items donated and over \$1600.00 in cash donations.

Cam Tweten reported employees at both Center Court and the Y Family Center will have meetings in the next two months to compare notes on promotions for both facilities.

He also reported \$145,000.00 has been raised since December 22 toward Choice Wellness Center.

Mike Fugazzi reported his crew is trimming city berm trees and the new pay loader should be delivered in late January or early February.

BOARD MEMBERS' REPORTS

John Staley reported a mid-month meeting on the design of Choice Wellness Center will be needed. He will keep the Board informed.

EXECUTIVE SESSION

None.

ADJOURNMENT

A motion was made by Commissioner Soeby to adjourn. Seconded by Commissioner LaDouceur; motion carried.

John Staley, Clerk

Jim Bollman, President