

**MINUTES OF A REGULAR MEETING OF THE
KENILWORTH PARK DISTRICT BOARD HELD AT THE VILLAGE HALL,
419 RICHMOND ROAD, AT 5:00 PM. ON THURSDAY, JANUARY 6, 2011**

Park District President Thomas Feeney called the meeting to order at 5:02 p.m., and the Secretary called the roll as follows:

Present:	Tom Feeney Chip Kenyon Rick Peterson	Chairman Commissioner Commissioner
Absent:	Heidi Higgins Jason Hanold	Commissioner Commissioner
Others Present:	Brad Burke Lou Maggi Fred Steingraber Mary Cole Lois Stanley Eileen Madigan Debby Killion Cheryl Anderson Sheila Mitchell Arlene Haynes	Secretary Superintendent Village Board President Mr. Burke's Secretary 167 Sheridan Road 353 Melrose Avenue 515 Cumnor Road 606 Wayland Avenue 728 Maclean Avenue 427 Sheridan Road

The minutes of the December 2, 2010 meeting were placed before the Park District Board. **Commissioner Peterson made a motion to approve the minutes. President Feeney seconded the motion, which upon a voice vote, was unanimously approved without dissent.**

Secretary Burke presented December 2010 payables. He said the only non-routine payments were to the Park District Risk Management Agency for the second half of the Park District's liability and workers compensation insurance, and to Sunrise Tree Care for the removal of 12 trees. He said the property tax revenues for the current Fiscal Year have started to be received.

President Feeney made a motion to approve the December 2010 bills. Commissioner Kenyon seconded the motion, which upon a voice vote, the December 2010 bills were unanimously approved without dissent.

Secretary Burke reported he had spoken with Lois Stanley and she, as head of the Garden Club Council, was proposing removal of the chain link fence at Mahoney Park West. Secretary Burke noted Superintendent Maggi felt it would be beneficial and has indicated his staff could do the work. Secretary Burke said he had also spoken with Police Chief Peterson who felt there were no safety concerns involved with the removal of the fence. Secretary Burke requested direction from the Park Board on the fence removal. It was the consensus of the Park Board to remove the fence, and Park Board President Feeney directed Mr. Maggi to proceed with the work.

Sheila Mitchell, President of the Kenilworth Historical Society, thanked Superintendent Maggi and his crew for all their help recently with the Christmas wreaths, Christmas tree, and some old, heavy Bicentennial rugs they had retrieved from the Historical Society basement. Ms.

Mitchell said the wreaths would not have gotten put up without Mr. Maggi's help. She praised him and his crew abundantly. A round of applause broke out for Superintendent Maggi and his staff.

Next, Village President Fred Steingraber introduced the subject of Village and Park District shared services. Village President Steingraber thanked the Park Board for including the Village on the agenda for tonight's meeting and noted Village Manager Burke had prepared a presentation/overview on the relationship between the Village and the Park District. Village Manager/Secretary Burke provided a PowerPoint presentation. The display provided a history on the subject of shared services, facilities and equipment between the Village and the Park District. Secretary Burke noted the Village Board has spent the last 18 months reviewing processes and opportunities to reduce costs and provide services more efficiently. Secretary Burke explained activities such as the reorganization of Public Works Department, evaluation of joint dispatching services with other Villages, and working on joint contracts with neighboring communities have all been pursued in order to address the financial needs of the Village.

Secretary Burke explained the administrative duties and facilities provided to the Park District by the Village currently, and a history of what the Village does for the Park District. He noted significant staff time of the Village Manager/Park Secretary, Office Coordinator, and Finance Administrator are devoted to Park District needs for such activities as: budgeting, auditing, payroll, personnel administration, Board support, and administering the District's various programs.

Secretary Burke noted the Park and Village have already purchased some items jointly, namely a wood chipper, a backup server for the computer system, and a generator at the Public Works building.

Secretary Burke explained the arrangement between the Park District and the Village in its current iteration has been very loose and details of the current relationship are not codified. He noted an intergovernmental agreement from 1967 in which the Park District was to do maintenance on all Village-owned open space. He noted in the 1967 agreement the Park District was to pay the Village \$500.00 per month for services and facilities, yet this has not been paid for a long time. Secretary Burke noted a review of Park District finances back ten years do not reflect such payments being made.

Secretary Burke enumerated several options to address the imbalance in the shared services between the Village and the Park District. President Feeney asked if the Village had looked into the possibility of combining the Village and Park District.

Village President Steingraber said the important point is the best deployment of resources. He said the situation has evolved to one Village staff person spending three months on Park duties, another person spending two months and the Village Manager being stretched with his duties to both entities. President Steingraber said the Village is looking for a fair arrangement. He said one advantage would be to outsource lawn maintenance which, from staff's checking, would be cheaper for the Park District. An outsourcing model could result in reduced costs for the District, which may allow for the Park District to reimburse the Village for the support provided.

Commissioner Kenyon asked if the Village has found this kind of arrangement in any other communities. Secretary Burke responded he was not aware of such an arrangement, but Kenilworth's small-scale is unique. Secretary Burke said the Village and Park District could reach out to the Park District Risk Management Agency, the District's insurance provider, to see

if they have examples of similar intergovernmental arrangements. Secretary Burke added if the two entities were consolidated, it was his understanding the Park District would lose its taxing ability, and the Village would not be able to take on the Park District's levy.

Village President Steingraber said no answer is necessary tonight, but a series of things need to happen. Village President Steingraber requested the Park District come to a decision by their February meeting, so both entities' budgets could be informed by any work in this regard.

A discussion of various options followed including the possibility of outsourcing the landscape maintenance functions of the Park District. Village President Steingraber said such an approach should offset some of the cost of maintenance for the District, and it will free up staff for other duties including the possibility of support to the Village on occasion.

President Feeney asked if the Village Hall was once Park District property. Secretary Burke said a portion of the land was owned by the Park District, and a portion was owned by the Village.

Village President Steingraber noted somehow over time the payments between the Village and the Park District reversed. Commissioner Peterson asked if the Park District was in violation of the contract. Village President Steingraber explained the matter of the intergovernmental agreement needs to be addressed and both entities need to bring things up to date and adjust the imbalance to make the most sense.

Lois Stanley said the Park District paying the Village is a budget issue. She said the Park District needs to know what to ask the school for in terms of reimbursement for the support the District provides in maintaining the field and the Village House. One suggestion is a per child use fee for the field and the Village House. Secretary Burke suggested the Park District would have to do an analysis for this.

President Feeney thanked President Steingraber for attending the meeting and bringing this matter before the Board. President Feeney indicated the Board would take this information into consideration and provide a response to the Village and requested the Park Board continue with the agenda for the evening.

Secretary Burke said \$16,975.00 had been donated for Townley Field renovation to date. He said Team Reil had been stopped in their renovation work due to weather. Secretary Burke said the calcined clay was delivered today and can be incorporated into the soil so the sod can be laid as soon as possible. Secretary Burke noted Team Reil has indicated the field needs a four week window in which there will be no use allowed on Townley Field for the sod to be established; however, the District's consultant, Ken Mrock, suggests six weeks. The sod farms are closed now, but Team Reil wants to be ready for when they first open in the spring. Commissioner Kenyon asked about the window of no use time. He expressed his opinion the contractor should have completed more prior to the start of snow season after Thanksgiving.

Commissioner Kenyon then asked if the lacrosse program should be shut down for the year. He said the program starts in April and the field won't be available. He asked if AYSO has made concessions. Commissioner Peterson suggested he wait a while to see what happens before making any decisions. Commissioner Kenyon said he could wait till March, but it looks like the field will be shut down in April. Lois Stanley suggested he use Mahoney Park West. Commissioner Kenyon asked if AYSO could give up one night and split up Saturdays. Secretary Burke suggested a meeting with Lindsey Hoelter of AYSO to discuss options for

scheduling. Commissioner Kenyon said he would be happy to meet with representatives from AYSO.

Commissioner Kenyon recommended putting up a temporary fence. Superintendent Maggi asked if he meant around the perimeter of the south field. Lois Stanley suggested a permanent fence along Cumnor Road. She said there are fences coated with black that do not intrude for aesthetics. Additionally, Ms. Stanley suggested the District may want to consider a fence that raises and lowers. She asked if the Board would like her to get fencing prices. Commissioner Kenyon said to hold off for this year. Ms. Stanley said she wants to get a fence in so the Garden Clubs can start making a plan for landscaping. A discussion regarding the fence along Townley Field followed. Superintendent Maggi said he would get prices on fences.

Next, Secretary Burke reported the basketball program had been postponed for one week. He said the Park District had received 90 applications. From the audience, Eileen Madigan noted parents had received a notification that Bill Doll is planning to run a second clinic this Saturday.

Secretary Burke then reported Summer Camp applications are ready to go. He is waiting on a response from the school to confirm gym usage given possible building improvement plans at the school. Lois Stanley asked if the Camp had lost money last year. Secretary Burke said school construction has affected the last two years. The program will not be viable if it keeps losing money.

A general discussion of the summer camp program followed. Secretary Burke reiterated applications will go out as soon as he is able to confirm availability of the gym for the camp season.

Commissioner Kenyon suggested putting an announcement about Camp in the Sears To Home Newsletter.

Eileen Madigan said the applications need to get out early. People are thinking of summer camps now. Lois Stanley said everyone should get the word out because this is an important program.

Lois Stanley said the profits from the Garden Clubs' Spring Plant Sale will go toward Townley Field landscaping. Ms. Stanley indicated her plans to enlist the help of an Eagle Scout to help the Garden Clubs with this event.

Superintendent Maggi reported since there is no ice rink this year, he and his crew are doing other park maintenance activities. They have painted the Village House interior and done much tree trimming. This week they will take down the holiday tree in the fountain.

Commissioner Peterson asked if there were other trees in need of coming down. Superintendent Maggi responded there are Ash trees that will probably need to come down, but there is no money left in the budget for tree removal.

Secretary Burke said the letter soliciting projects for the Storch Fund had gone out.

Lois Stanley asked the Board how they thought the wreaths looked during the recent holiday season, and thanked all Park District and Village personnel who helped with the installation and removal of the wreaths.

President Feeney made a motion to adjourn. Commissioner Kenyon seconded the motion, which, upon a voice vote, was unanimously approved without dissent, and the meeting adjourned at 6:20 p.m.

Respectfully submitted,

Mary Cole