

Lombard Park District  
Board of Park Commissioners  
Personnel & Finance Committee  
Budget Meeting #3  
Sunset Knoll Recreation Center  
Tuesday, November 18, 2008-6:30pm

The meeting was called to order by Commissioner Bielenda at 6:33pm.

Upon roll call being taken the following commissioners were present:

Commissioners: Char Roberts, President  
Keith Giagnorio, Vice President  
Kathy Hogan, Commissioner  
John Bielenda, Commissioner  
Jan Mills, Commissioner  
Bill Ware, Commissioner (6:37pm)

Absent: Mike Kuderna, Commissioner

Staff: Paul W. Friedrichs, Executive Director  
Rick Poole, Deputy Director  
Jason S. Myers, Superintendent of Finance and Personnel  
Jacquelynn C. Brzezinski, Administrative Assistant  
Matthew Fairbanks, Program Manager  
Greg Hooper, Program Manager  
Mose Rickey, Program Manager

Superintendent Myers began the meeting by thanking the individuals who prepared the budget. He then went over the evening's agenda. He informed the Board that there were several items to update their budget information and minutes for the Personnel and Finance Meeting on November 11, 2008.

Superintendent Myers then showed a visual presentation of Paradise Bay. The bathhouse progress was viewed as well as the progress of the pools. The lap pool has been poured. Commissioner Bielenda then voiced a concern over the effects of the cold weather and the concrete and block. He conveyed that the concrete should be covered with thermal blankets and kept warm twenty-eight days. Executive Director Friedrichs relayed that he met with the architect, construction firm and the contractors and the use of thermal blankets was not an issue. He will however contact Cerami and email his construction contacts. Commissioner Bielenda also asked what accelerate is used in the concrete. Executive Director Friedrichs will follow-up with an answer.

Next, Superintendent Myers presented visual information on two new playground structures suitable for Four Seasons and Lombard Lagoon playgrounds. The company is a past vendor of the District. If purchased early, the equipment cost is reduced 50%. The total cost if purchased this year would be approximately \$26,000. The Board gave approval to move forward with the project.

Superintendent Myers then discussed a previously submitted question on the re-modeling of room #2 at the Lombard Community Building. Commissioner Hogan inquired as to whether it is possible to replace windows and bricks in room #2 to match the work done in room #1. A brief discussion was held regarding the re-modeling of room #2. Executive Director Friedrichs was directed to obtain price quotes and confer with the Board before the budget is finalized. Another previously submitted question was addressed by Superintendent Myers regarding the installation of a Lilac Queen and her Court brick in Lilacia. This will be a yearly gift to the court. Next, clarification was given on the past discussion of the Whole Body game which was viewed at the National Conference. Deputy Director Poole informed the Board that he will evaluate the Whole Body system that Crestwood purchased then make a decision. Finally to address the previously submitted question regarding the 2007 audit transfer of funds from the Capital Projects account, staff will investigate changing the description in the budget book.

Deputy Director Poole then introduced the General Recreation Fund portion of the budget. He highlighted the following points; salaries includes two interns at \$200.00 per week, the YMCA and Villa Park Recreation Department have reimbursed the District more than anticipated, and the General Recreation budget includes an ERI payout. Additionally, he commented that pager rentals has been increased as selected staff trade in pagers and receive a \$20/month stipend for the use of their personal cell phone. The next question Deputy Director Poole addressed was regarding the community relations fund. Marketing merchandise for the district and Paradise Bay will be ordered soon. The cost of this expense is usually spread out. President Roberts then inquired about the status of Paradise Bay's new logo. Executive Director Friedrichs responded that he is working with two designers for the artwork. A brief discussion took place regarding the type of Grand Opening for Paradise Bay.

Deputy Director Poole then moved on to the recreation programming section of the budget. He conveyed that staff has conducted fee surveys of other district's and that the 2009 fees are determined by a 7% participation increase and a 4% fee increase.

Program Manager Rickey then was introduced and gave a brief overview of the year in his program areas. He conveyed that the Fine Arts is a small program area with many contractual programs. He informed the Board that per the 2009 Goals and Objectives, he aims to convert the Fine Arts to 95% in-house/staff which was a previously submitted question. Commissioner Ware asked what new programs will be offered in 2009 and Program Manager Rickey responded a Photo Animation class perhaps held at the Lombard Community Building.

Next, Program Manager Hooper introduced Athletics and touched on highlights of the year. Some of the changes include; restructuring Adult Softball to one night and offering new leagues. He then addressed a question relating to Over 30 Baseball which is near capacity. There are 28 teams which use every time slot on fields #17 and #18. He also informed the Board of the restructured Fast Pitch Girls Softball program which he expects to increase in participation in 2009. He also mentioned the success of the 5K. Commissioner Hogan asked if Lombard Town Centre has made a commitment. Staff informed her that the first meeting is scheduled this week but they have made a verbal commitment.

After that, Program Manager Fairbanks introduced the area of Youth Athletics stating that 2008 had been a good year. In addition the new registration procedures for Youth Basketball are going well. To date there are 443 enrolled compared to 176 in 2007. He mentioned that

the sessions for tennis lessons have been lengthened and a doubles drop-in was added. Also, the track and field and badminton camp went well. Program Manager Fairbanks responded to a previously submitted question regarding the decrease in soccer is the 7<sup>th</sup> and 8<sup>th</sup> grade level. Also, the budget is based on historic numbers. Commissioner Hogan inquired as to whether staff would have the ability to track late fees. Deputy Director Poole answered that as of the deadline of December 1 the late fee can be tracked. Program Manger Fairbanks then spoke of the Women's Soccer League. Commissioner Hogan asked what the minimum amount of players would be. Program Manager Fairbanks responded that four teams with eleven players each would be the minimum. Commissioner Giagnorio asked when the season would start and Program Manager Fairbanks responded spring 2009.

The next area presented was General Interest, Camps and Clinics by Program Manager Rickey. He mentioned the popularity of the Home Alone and Babysitting classes. In regard to the previously submitted question about the use of Aerial Gym, Program Manager Rickey explained that the summer camp was held at the facility. Commissioner Hogan asked how Aerial Gym compares to the Addison Facility and Program Manager Rickey explained that Aerial is a state of the art gymnastics facility. He added that the basic classes are held at SKRC for tots, and older children are taught at Addison. Program Manager Rickey then addressed a few questions previously submitted regarding the Lombard Leapers. Currently there are ten girls on the team. Practices are held at Glenbard East and SKRC. Program Manager Rickey is trying to give the girls a feeling of ownership at SKRC by decorating the gym. Commissioner Hogan requested that Program Manager Rickey look into offering developmental gymnastics at Glenbard East High School.

The next area discussed was Special Events. Program Manager Rickey began with an overview of highlights in 2008. In response to the previously submitted question regarding Sporting Event Trips it was explained that there is a high cost in contracting a bus and tickets and many times the tickets don't all sell.

Program Manager Rickey next introduced the area of Teens. There are 15 new leaders from Glen Westlake Middle School. A grant has been received in the amount of \$2,000 from IAPD which will be used to purchase a Dance Dance Revolution game. He also mentioned the success of the Overnight Ski trip to Galena. Commissioner Hogan mentioned a concern about a Butterfield trip. Program Manager Rickey also mentioned that Teen Dances are moving from Pleasant Lane to the Lombard Community Building.

The President then called for a short recess.

At 8:26 pm the meeting re-adjourned. Superintendent Myers explained per a previously submitted question that staff is involved in service organizations as the following participate in: Rotary-Executive Director Friedrichs, Lions-Superintendent Myers, Chamber-Deputy Director Poole, and Kiwanis-Program Manager Rickey.

Executive Director Friedrichs then discussed the Salary and Benefits Administration booklet. He explained that the CPI is 4.1% for 2008. A total of \$253,000 has been saved due to the ERI and 2008 had no employee turnover. He also stated that the district has received \$40,000 in grants. Next Executive Director Friedrichs mentioned highlights of each department. In addition, the increase in minimum wage affected the budget.

Staff at Paradise Bay was briefly discussed. Executive Director Friedrichs then explained that the 2008 full-time salary deficit of \$35,561, a previously submitted question. There was a savings on Dean Styburski's salary and two parks employees who started full-time in April and July.

Next, Executive Director Friedrichs introduced the Health Insurance section. He gave an overview of health, dental, vision, sick time incentive and days off.

Executive Director Friedrichs answered a previously submitted question about not including the Community Service Manager in the Salary and Benefits Administration by stating that there were no salaried positions to compare with on the IPRA Salary Survey. He concluded that the information is a way to give the Board a comparison of different park district's compensation.

**There being no further business, Commissioner Giagnorio made a motion at 10:10pm to adjourn the meeting. President Roberts seconded the motion. On a call for the vote, six ayes (Bielenda, Giagnorio, Hogan, Mills, Roberts, Ware). Motion carried.**

Respectfully submitted,

Paul W. Friedrichs  
Secretary  
PWF/jcb