

PLEASANT DALE PARK DISTRICT  
SPECIAL MEETING  
WALKER PARK RECREATION CENTER  
7425 S. Wolf Road, Burr Ridge  
Thursday, February 5, 2009  
6:00 PM

1. Pledge of Allegiance
2. Call to order/Roll Call: Present were Commissioners Durham, Moon, Tertell, and McMurray. Also present was Director Wendt-Epting.
3. Open Forum: no comments
4. Additions/Corrections: none
5. Budget Workshop:

Management staff goes to conferences. That is, Director Wendt-Epting, Megan, Karla, Tom, Nikki, and Cindy goes on Friday only, and the commissioners go. It was suggested that those who should go, should go. If they make the commitment they should attend. A couple part timers have gone to workshops, but they do not stay overnight.

Electric has gone up at Carriage way due to the 3<sup>rd</sup> aerator.

The legal/professional fees are for Eric or professional fees. Money was taken out of this fund for the special audit for the golf course. Mostly Attorney Anderson and Grantseekers. The board suggested not changing the amount of this fund.

Page 4: Conferences and training, \$10,000.00 Hotel is for the board  
Mileage reimbursement is for Judy or Director Wendt-Epting : only admin employees. It is pretty close to actual costs.

Uniforms are for the front desk employees. They are ordered twice a year: long sleeves & polos. Front desk employees are expected to wear them daily.

Promotions: \$14,000. Karla has a list. This is for what goes into the paper, chamber mailers, etc. Corporate only; not rec or chalet; the newsletter comes out 4x per year. Printing is for brochures. Director Wendt-Epting is to look into the needs and fees.

Meetings, luncheons: There is a line item for \$2000. Employee recognition has its own line, \$1500. Employee welfare: \$1000 for the employee party. Director Wendt-Epting is to look at these and make a decision. Board mentioned to be prudent.

Page 5:

Maintenance and supply: Budget is 64000 and used 35000 this year. Costs went up 12% 07 to 08. The board requested that 5000 be pulled out of this line item.

Ball fields: it was requested that \$5000 be cut.

Misc: it was requested to adjust it to \$3300.

Utilities: it was requested that it be upped to \$6100.

Tab 3: Recreation

Internet home page: the internet server cost is split with the recreation center.

Salaries and wages: Getting additional staff and factoring in instructors.

Credit card fees: this is the charges when a card is swiped at the park district.

Liability fund: It was questioned why property tax funds are lower in this fund. Eric applies a formula based on fund balance and the cap for each fund. The PDRMA award of 1500 has not yet been received.

Supplies: \$5500 is actual in 08. CPR mannequins need to be purchased. Everyone needs to be CPR certified every two years. All the staff is trained. Megan trains a couple times per year.

Misc: \$2900 to the good. From the money the park district gets from PDRMA. It was suggested that this line be reduced by \$5000. Background checks are paid out of this expense line.

Audit: Chalet will pay for itself. Virchow Krause's contract may be up this year.

Page 6:

Museum. Consultant fee of 10,000. \$5000 for fund seeking, and \$5000 for their museum consultant. The board suggested increasing this line to \$15,000. It was asked what a curator costs, part time, to be added to the budget.

Page 7:

Vial house restoration. Need a new basement door & electrical outlets, and phase window repairs/replacement in. It was asked to increase this line to \$25,000.

Bonds: Dick calculates this with Eric Anderson.

Tab 9, Page 15

Capital improvements: Park District may receive a grant for shade covering for the splash pad in Soehrman Park. Karla is writing a grant for \$8000 from the American Dermatology Ass'n., the cost will be \$23000, but the park anticipates getting \$8000 back.

Cut website fees to \$10,000.

Maintenance Garage with salt dome: The board needs realistic numbers; suggests adding onto the pole barn including water and bathroom.

Auto floor scrubber: need a new one.

Chemical sprayer: pulled behind the tractor for the fields. It was suggested that this be shared with the golf course. Director Wendt-Epting to check with Doug at the golf course as they may not have a sprayer. If there is one down there, take this item out. If not, split it with the golf course. Reduce this item to \$7500

Salt spreader: goes inside the pickup truck bed.

North Residence roof: needs a new roof.

Lobby Lighting: patrons cannot read what they are writing. Add track lighting at the desk. Board suggested making it \$2500.

Kitchen: Board suggested putting \$20,000 into a new ADA kitchen that can be used for cooking classes or be rented for events.

Social Security: based on salaries.

Tab 11:

The balance is \$300,000. Part of this can be used for an ADA compliant kitchen. Gateway could use it for a cooking class.

Tab 12: Land Cash: \$115,000 was received from Burr Ridge in December. This fund needs to be spent within three years of receipt in Burr Ridge. Need more solar panels for the solar lighting, which will up the cost to \$170,000 to \$200,000. There is an outdoor improvement fund balance of about \$500,000. There are two options: 1 panel or 2 panel for the lights. There is a difference in lumens. It is anticipated that more lights will be needed for the path. The contractor has a map of

the park for planning. The line for solar lighting was increased to \$200,000. TC is looking into a grant for the lights.

Tab 14: Chalet: Dick and Director Wendt-Epting took current members, and figured out the fees. It was suggested that the CAC see the budget before the board passes the budget. The CAC is to tell the board how to change the budget around.

Golf Course: Fees and charges are in line.

It was noted that a loss of \$35,000 total misc is misleading as gift cards are a separate category. Pro shop is down. Director Wendt-Epting was asked to put it at \$60,000.

Concession sales: it was noted that this is a reasonable number.

Salaries: It was asked that Manager Rosinia spend more time in the facility and cut back on part time staff. The purpose is to have Manager Rosinia be more visible. It was asked that the line be changed to \$480,000.

Page 29: wish list for the golf course. Every year the course gets four new golf courts. The lightning detector is a must. They need a new beverage cart. Three bids have been received for the parking lot. It was noted that the span at the front needs to be as large as possible for a turning lane. New carpeting has been installed.

Salaries: keeping at current rate and a maximum of 5% raise. Karla has received her master's degree. She is paid \$37,000 now. With proof of a master's degree she can be raised to \$45,000. The board mentioned that this raise is prudent and competitive. Director Wendt-Epting was asked to be prudent.

It was suggested that a new line be added a superintendant of recreation. Director Wendt-Epting was asked to get a number. They would be in charge of Cindy, Tom and a few others.

Commissioner Durham moved to continue this meeting to March 3<sup>rd</sup> at 6:00 PM. 2<sup>nd</sup>:

Commissioner McMurray.

Meeting ended at 7:50 PM

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Nancy McKenna  
Recording Secretary