

**Minutes of the Workshop Meeting Board of Park Commissioners**      **December 3, 2009**

The Workshop Meeting of the Board of Park Commissioners was called to order by President Cohen at 6:30 p.m. at the Deerfield Golf Club. Attendance was taken and the following were:

Present:        Antokal, Caron, Lapin, Patinkin, Cohen (5)  
Absent:        None (0)

And there was a quorum in attendance. Also in attendance was Linda Gryziecki, Secretary/Director of Parks and Recreation; Don Bott, Rick Julison, Linda Anderson, James McCormick, Darla Kuhs, staff members.

Staff opened the discussion on the proposed 2010 budget by review of summary data / charts including the following:

- A. Organizational Chart
- B. Revenue and Expense Totals by Fund with Fund Balances
- C. Governmental Funds-Combined Summary
- D. G. & A. and Parks Maintenance Charges
- E. Capital Replacement Schedules all Budget Areas

Budgeting information on the funds below was reviewed with respective staff members providing background information, addressing questions etc.:

- 1.     General Fund / Corporate
  - a. #10 General Administration
  - b. #11 Park Services
    - #80 Museum
    - #82 Paving and Lighting
  - c. #12 Public Information
  
- 2.     #20 Golf Operations
  - a. Golf Advisory Committee Recommendations
  - b. Clubhouse Operations
  - c. Maintenance Operations
  - d. Driving Range/ Learning Center Operations
  
- 3.     #30 Swimming Pools
  - a. Pool Advisory Committee Recommendations
  
- 4.     #60 Recreation Fund
  - a. Administration
  - b. Recreation Center
  - c. Programming
  
- 5.     #70 Preschool Fund

6. Special Funds
  - a. #84 Social Security
  - b. #85 Special Recreation
  - c. #86 IMRF
  - d. #87 Insurance Liability
  - e. #88 Audit
  - f. #89 Debt Service
  
7. Capital Funds
  - a. #90 Capital Projects
  - b. #91 Long Term Capital Projects

The following questions / comments regarding the budget and operations that surfaced through the course of discussion are as follows:

-In Paving and Lighting should any additional funds be available, we may want to allocate more for repairs needed on School Street / Woodland Park entrance.

-Also in Paving and Lighting continue to work on coordination of parking lot work at Mitchell Park with the Village as they bid out and work on Hazel Avenue.

-#12 Public Information should be changed to Communications/Fundraising.

-For future computer, data, office needs; we should also check out pricing at Costco.

-For future potential bridge repairs at Keller/Shepard, we should look into any grants available i.e. ISTEAs funding etc.

-Keller Park Path is in need of repair work. Minor repairs will be completed now and in the future, the path will be reconfigured and relocated with more meandering etc.

-In budget narrative for #11 Park Services, mention services provided for soccer and football as well as baseball/softball.

-All budget narratives should be in the same format (revise #30 Swimming Pools).

-On page 86 of the Swimming Pools, recommendations should be 2010 not 2009.

-Based on number rounds of play, revised budget estimates on Golf Operations were distributed. Commissioners believed these to be more realistic for budget inclusion.

-Discussion followed on Pro Shop Sales and the effort required to show a minimal profit. Staff reported that approximately 55% of sales now comes from equipment not clothing. Staff will look into less expensive clothing with more non-logo (or less prominent logo) items.

Workshop Meeting  
December 3, 2009  
Page 3

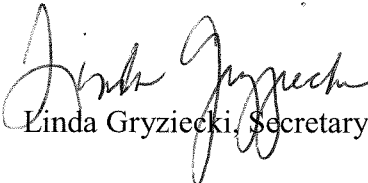
Commissioners proceeded to review recommended changes to the Golf Operations Policies. Wording will be added to the No Show Policy incorporating use of a credit card and charges made to such.

Discussion followed on the downtown Tax Increment Financial District as well as an update on medical insurance issues.

As there was no additional discussion/questions, the materials in the proposed working budgets will be incorporated in the Budget and Appropriation Ordinance and presented to the Board for adoption at the January Board Meeting.

The Workshop Meeting of the Board of Park Commissioners was adjourned at 9:30 p.m.

Respectfully submitted,

  
Linda Gryziecki, Secretary