

Lan-Oak Park District
Board Meeting
March 15, 2010

The meeting was called to order by President Long at 7:00pm. Upon roll call the following were present: Commissioners Flanagin, Gaffney, Kelly, Leck, Long. Also present Director Wilson.

Motion by Flanagin to approve the consent agenda that included Board Meeting Minutes of February 15, 2010; Planning Committee Meeting Minutes of February 10, 2010; Finance & Personnel Committee Meeting Minutes of February 10, 2010; Policy and Ordinance Committee Meeting Minutes of January 14, 2010; Refunds & Payroll W/H of February 18 and March 4, 2010; AP Invoices of March 15, 2010. Second by Kelly. Upon roll call the following voted "aye" - Gaffney, Kelly, Leck, Flanagin, Long. No nays.

Wilson presented his Director's Report. Gaffney questioned the Schultz Park meeting specifically the issue about the grass seed that is being recommended. Long indicated to the Board that the information presented by the resident was more informational than anything. Kelly agreed with the thoughts of the Director that the cost of the seed will take more than half of the landscaping budget for the entire district. He stressed that the district needs to be consistent throughout all the parks and that not one park should received more attention than another. Also discussed was the issue of matching dollars raised by the Schultz Park group. The majority of the Board felt that the District's matching dollar for dollar should end with the playground project presently going on. Wilson indicated that the bid document for the playground for Schultz Park was finished with the exception of a few word additions and will be mailed to three playground manufactures after March 16.

Long recommended that the current proposed affiliate agreement be tabled for at least one year. Flanagin, Gaffney, Kelly and Wilson provided commentary on the issue as well. Kelly reminded the Board that there were two items at the root for the proposed affiliate agreement. One being responsible for the assets in the parks -who would be responsible. Two, an easier means for the park district to get information from local affiliates. There was no problem with tabling the matter as long as the park district took responsibility for the assets in the parks. Wilson commented about the responsibility of all parks and Kelly clarified with the exclusion of the Sports Complex and Lions Stadium. The Board was in unanimous agreement to table the matter for at least the next 12 months.

Gaffney passed out the meeting minutes of the last meeting of the Recreation Committee. The meeting minutes will be on the Consent Agenda for April. A question was presented about a recent incident with an instructor allowing a participant to participate in the class without paying. Wilson reviewed the matter with the Board. Wilson referred to the email that was sent out by Desjardins to Gaffney and Kelly. It was mentioned that Desjardins has

contacted three program suppliers in the area and has not received any responses to date. Also reviewed was an option presented in the same email correspondence from Desjardins that would remove the instructor from his current status to purely a program contractor/private rental. It was agreed that Desjardins would investigate the rental option and provide the information to the Director for he and the Board to review. There may be a recreation committee meeting on the issue, but in all likelihood the matter could be just covered through administrative correspondence. Wilson indicated that Desjardins will be proceeding with her efforts to locate another program service provider for the particular program area.

Long updated the Board on his progress with Cathy Podgorski and the nature center. He has meet with her and they will be meeting again in the next couple of weeks to formalize a plan for work in the nature center.

Long announced that there will be a Buildings & Grounds Committee meeting on Wednesday, March 31, 2010 at 8:00pm at the Administration Office.

Kelly updated the Board on the work of the Planning Committee. Reviewing the last several meetings and the planning process of the parks throughout Lansing. Board Members were requested to come into the administration office to finish the rating of the proposed park improvements in each park and facility owned and/or managed by the District. The bid timeline was reviewed for the Schultz Park Playground Project. Motion by Kelly to proceed with the bidding process and timeline indicating bids will be available on and/or after March 16, 2010, bids being received by the District on April 6, 2010 at 10:00am local time, action on the bids by the Park Board on April 6 at a Special Meeting at 7:00pm, the issuance of a purchase order for the equipment on April 7, 2010 and an estimated delivery of the equipment no later than June 8, 2010. Second by Flanagin. Upon roll call the following voted "aye" - Leck, Flanagin, Gaffney, Kelly, Long. No "nays".

Leck asked about the status of the community survey. Kelly responded that to date approximately 70 surveys have been returned. A brief discussion ensued about the survey process and the returns.

Kelly announced that there will be a Planning Committee meeting on Wednesday, March 31, 2010 at 7:00pm at the Administration Office.

The bid tabulation and recommendation for the Meekma Park Development Project as present by Cody-Braun & Associates was reviewed by the Board. The project is an OSLAD grant project and the District will be reimbursed \$68,700 for construction expenses from the IDNR. Motion by Kelly to approve the recommendation of Cody-Braun & Associates as presented and to award the Base Bid to Kay-Jay Construction for \$125,978.00 and to award Alternate Bid #1 to Kay-Jay Construction for \$3,100.00. Second by Flanagin. Upon roll call the following voted "aye"- Flanagin, Gaffney, Kelly, Leck, Long. No nays.

The Board held a discussion on the lapsed of the District's Human Rights Commission. It was agreed that the subject matter will be placed on the April agenda and that each Board Member is to provide either the President or the Director names of residents who might like to serve on the District's Human Rights Commission.

Motion by Flanagan to approve the Treasurer's Report as presented by Treasurer Kuniej. Upon roll call the following voted "aye"- Gaffney, Kelly, Leck, Flanagan, Long. No nays.

Motion by Flanagan to approve the Operating Statement Report as presented by Treasurer Kuniej. Upon roll call the following voted "aye"- Kelly, Leck, Flanagan, Gaffney, Long. No nays.

Wilson updated the Board on the progress of the budget and appropriation ordinance. The ordinance has been modified and will be presented in tentative form on April 6, 2010. Wilson will provide the Board Members with a copy prior to the meeting.

Motion by Flanagan to offer the name of Volunteer Park for the Meekma Park Project. Second by Leck. Discussion was held about the naming of the park and discussing the naming with the community's volunteer dinner group. It was decided that in the best interest at this time to wait another month before officially naming the park property. Flanagan withdrew his motion and Leck withdrew her second. Naming of the park at the Meekma site will be placed on the April meeting agenda.

Briefly reviewed was a rental for ball fields by the Lansing Old Timers and the upcoming Good Neighbor Day parade. Gaffney will provide assistance with the rental request. Long announced that there will be a special board meeting on April 6, 2010, 7:00pm at the Administration Office. On the agenda for the meeting will be the presentation of the budget & appropriation ordinance in tentative form and the recommendation of awarding the bid for the Schultz Park Playground Equipment.

There being no further business Motion by Flanagan to adjourn the meeting. Second by Gaffney. Upon roll call all present voted "aye". No nays.

Adjourned at 8:15pm

Respectfully Submitted,

John W. Wilson, CPRP
Secretary to the Park Board