

**MINUTES
SPECIAL COUNCIL MEETING
2011 PROPOSED BUDGET AND LEVY
COOK CITY COUNCIL
SEPTEMBER 23, 2010 – 5 PM – COOK CITY HALL**

PRESENT: Acting Mayor Karen Hollanitsch, Councilors Jody Bixby and Elizabeth Storm
ABSENT: Councilor Dan Manick
OTHERS PRESENT: Administrator Clerk/Treasurer Theresa Martinson, Deputy Clerk/Treasurer Cindy Palm, Maintenance Supervisor Bud Ranta, Tammy Palmer and The Timberjay

Acting Mayor Hollanitsch called the special council meeting to order at 5:00 p.m.

The purpose of this meeting is to hold monthly special study sessions to discuss budget planning for 2011. The September study session focuses on the budgets for the Recreation Center and Street Department. A revised fee schedule has been submitted to council members for review and future discussion.

The recreation budget will be separated from parks and beautification for 2011. The new facility is budgeted as if the structure is up and running based on the 2008 budget when the building was last in operation.

Friends of the Park is incorporated but not approved for 501c3 status and all the paperwork is submitted. Grant funding is possible through 501c3 status.

The Community Center will be framed in by October 2010 and fully operational by June 1, 2011.

Revenues for the Recreation Department come from Field, Beatty and Alango Townships and the Recreation Committee will continue to seek support for future operations. ISD 2142 contributes \$1,000 annually for the students who participate in the Cook High School Baseball Program.

Other revenues will continue through building rental, dedicated funds and concessions. The Recreation Committee has suggested that the City waive the field rental fees and allow volunteers with youth baseball to run an elite concession program to raise revenues during youth games. A potential contract between youth baseball and the City of Cook will be created to cover the concession program.

Council members questioned the Friends of the Park anticipation for raising revenues to support the Community Center. Four fundraisers will be held annually - Wings and Things, Chili Contest, Bag Your Buck and the Golf Tournament. Funds raised will be divided between building maintenance, education and staffing needs. The Recreation Committee will currently continue to dedicate funds to the city.

The skating rink will be closed for 2010 and January through November of 2011 as funds are not in the budget to cover the expense of contract services to prepare and maintain. In December 2011, the rink will be prepared and flooded for the 2012 skating season.

Maintenance issues were discussed for what has been done currently and for long term coverage. The Recreation Committee has worked with volunteers and Eagle Scouts projects to have maintenance projects taken care of.

The council questioned responsibility of field maintenance and how much the city is to cover versus the organizations themselves. Currently, the city pays for a part-time person to mow and trim the fields for the season. Youth baseball donates time to stripe the fields and the High School Baseball Team holds fundraisers to maintain the fields as well. The Pee Wee bleachers do not meet code and need to be repaired. Aluminum and maintenance free would be a better option but for now the existing bleachers will need to be repaired at a lower cost.

The council does not have funding available for staffing a director for the building. The city is currently down to one maintenance person, has cut the police department and is looking at reduced Local Government Aid. The council recognizes the need for a community center and agrees that a staff person needs to be present at the Community Center to oversee operations and security of the building. The council has asked the Recreation Committee to contact other communities to review their revenue process for staffing.

Maintenance Supervisor, Bud Ranta approached the council for paving in October of 2010. Funds are left in the 2010 budget to complete some paving of two alleys and a block of one street. Funds from the sale of the police squad could be used to cover any amounts over budget as well. Grading the alleys is labor intensive as these are high traffic commercial alleys. The size of the grader blade also impacts the quality of work in keeping the alleys graded.

The council questioned infrastructure repairs once paving is completed. The infrastructure is five years old and under pavement in other areas. The pavement would need to be dug up as the other repairs have been done.

Councilor Storm will support paving as long as assessment education is done for future paving projects. The public needs to be educated on the cost of assessing these types of projects to their taxes.

In presenting and reviewing supplies and contract service expenses as the largest budget expense for his department, Maintenance Supervisor, Bud Ranta has requested his budget remain the same for 2011. Salaries will continue to be budgeted for a part-time maintenance person for seasonal mowing and light maintenance.

The October budget study session will review budgets for the airport, library, parks and beautification and administration. The fee study will be discussed as well.

Motion by Storm, second by Bixby to adjourn the meeting at 5:55 p.m. **MOTION CARRIED**

Respectfully submitted,

Cindy Palm
Deputy Clerk/Treasurer