

**LAKE BLUFF PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF PARKS, RECREATION PROGRAMS AND FACILITIES COMMITTEE
MEETING
AUGUST 6, 2009**

The Special Parks, Recreation Programs and Facilities Committee Meeting of the Board of the Lake Bluff Park District, Lake County, Illinois, was held at the Paddle Tennis Building, 355 W. Washington Avenue, Lake Bluff, Illinois.

Present: Commissioners: Ehrhard, McKendry, Douglass, Hart

Visitors: Ron Salski (Executive Director), Dawn Johnson, (Facility & Aquatic Services Manager), Andy Thurman, (Facility & Wellness Services Manager), Mary Quilty, (Superintendent of Recreation Services), Joe Schweda, (Superintendent of Park Services), Dave Ganfield, (Recreation Services Manager), Jeff Spillman (Recreation Services Manager), Micah Kamin (Aquatic & Facility Maintenance Specialist), Commissioner Rob Douglass, Commissioner Sandy Hart

1. CALL TO ORDER:

Chair Ehrhard called the meeting to order at 11:00 a.m.

2. ROLL CALL:

The following Commissioners were present when the roll was called:

Commissioners Ehrhard, McKendry

3. APPROVAL OF AGENDA:

A motion was made by Commissioner McKendry, and seconded by Commissioner Ehrhard to approve the agenda of August 6, 2009. By unanimous voice vote, the agenda was approved as presented.

Ayes: Commissioners Ehrhard, McKendry

Nays: None

Abstain: None

Absent: None

4. STATEMENT OF VISITORS:

None

5. APPROVAL OF MINUTES OF JUNE 22, 2009 REGULAR BOARD MEETING

A motion was made by Commissioner McKendry and seconded by Commissioner Ehrhard to approve the June 22, 2009 minutes as presented.

On the roll call, the vote was as follows:

Ayes: Commissioners Ehrhard, McKendry

Nays: None

Abstain: None

Absent: None

6. ITEMS FOR DISCUSSION

A. Department of Recreation Services - Update

Mary Quilty, Superintendent of Recreation Services gave an overview of the 2009 camp statistics. These statistics included camp participants, expenses, and revenue. Overall camp revenues are up due to the increased fee for 2009. Camp t-shirt sponsorship from Lake Forest Bank resulted in savings of \$3,600.

Commissioner Ehrhard mentioned that it might be beneficial to visit other local camps to see what they offer and how they kick-off and close the camp programs. Commissioner Hart suggested that we continue to evaluate our programs using our current satisfaction surveys so that we can stay in tune with the types of camps our community wants.

Dave Ganfield, Recreation Services Manager indicated that the net income exceeded our 2009 budget, Plan B budget, and our 2008 budget. He also mentioned the weekly cookout has been successful with parents and has grossed approximately \$250 each week.

Jeff Spillman, Recreation Services Manager indicated that the baseball and softball program participants have held steady from previous years. The tennis program numbers are down due to decreased enrollment in some adult classes, and in women's shoreline teams. The youth tennis programs have fewer offerings this year resulting in lower numbers. Lake Bluff Recreation tennis programs will be incorporated into the Lake Bluff Racquet Club for indoor fall/winter offerings. The Lake Bluff Racquet Club is under going changes that affect Lake Bluff Recreation tennis programs beginning with our indoor sessions. Lake Forest Recreation Center tennis programs are moving to College Park Athletic Club meaning that now only Lake Bluff registrants will be in these classes. Program numbers could decrease which could affect our revenue. Reevaluating our current fee structure with the Racquet Club should be a priority. Beginning in 2010 our outdoor programs can only be offered at West Park in Lake Forest, therefore it should be determined if Lake Bluff Recreation Center should offer our own programs at Blair Park or Artesian Park. Director Salski indicated that staff is currently discussing possibilities for next year and will continue to monitor the situation and will keep the board informed. Commissioner McKendry mentioned that we should be able to hire quality tennis instructors from Lake Forest High School and college players from the immediate area.

B. Swimming Pool Operations and Statistics

Dawn Johnson, Facility & Aquatics Services Manager indicated that the weather has certainly affected our beach and pool attendance. The pool price increase has helped maintain revenue even though attendance is lower. Commissioner McKendry asked about hiring policy for Lake Bluff residents. Executive Director Salski indicated that 95% are Lake Bluff residents and a policy is in place for the hiring of qualified candidates. He cautions that the policy is still subjective especially since safety is a concern. Commissioner Douglass indicated this is really a public relations concern and the Park District needs to maintain goodwill within the community in order to ensure community support.

The Park District is required to comply with a Federal Law, Virginia Graeme Baker Act, recently passed into legislation. This law requires new drains to be installed in both pools. Executive Director Salski issued a Pool Audit RFP to identify any/all pool issues that should be addressed. Committee support is critical as a recommendation will be made at the August 17 Regular Board Meeting. Commissioner Douglass asked the purpose of the audit. Executive Director Salski indicated that it would provide the existing conditions of both pools, including decks and restroom facilities. He also mentioned this enables the board to be in a proactive position since the community wide survey indicates the pool is in the top 3 areas of community interest. Micah Kamin, provided background information on both pools. He stated the tot pool is 18 years old, has had a liner for the last 11 years, and has serious maintenance concerns, including leaking as much as 200 gallons per hour. The original construction is poor, parts are unavailable for the pumps, and the poor design frustrates parents and causes safety concerns for the children. The t-shape pool is 30 years old, with a liner

whose life span is 10-15 years. This pool also has maintenance concerns, including some leakage. Executive Director Salski indicated the results of the RFP are due August 7, and the board will have tough decisions to make in regards to the audits findings. He also mentioned the community will question why \$20,000 per year has not been put aside with the anticipation of pool maintenance due to both pools ages. Commissioner Hart indicated how critical it is to communicate this to the public on a timely fashion. Commissioner Ehrhard wondered what the worst- case scenario was; the response being there may not be a tot pool in 2010 if repairs can't be made to comply with the Virginia Graeme Baker law.

C. Beach Operations and Statistics

Dawn Johnson, Facility & Aquatics Services Manager indicated that the last day of daily beach staffing will be Sunday, August 16; however the beach will remain open and staffed on weekends through Labor Day weekend-September 7. Our attendance numbers are lower and in our communications with other local park district beaches we have found the same to be true in surrounding areas. The weather was a major contributor with a cool and rainy start to summer, 4 days of mandated beach closings, and lower than normal temperatures. Staffing is beginning to be scaled back with guards arriving at work later in order to reduce expenses while beach attendance is lower. Several guard issues were discussed, including chair rotations, south beach guard duties, and rock rules. Changes have been implemented to ensure the continued safety of our beach guests. Kayak rentals have picked up with the new signs in place and lower rental rates. Plans for the 2010 beach season are underway with the anticipation of having procedures in place to ensure proper training and communication of all beach staff.

D. Fitness Operations and Statistics

Executive Director Salski asked with Plan B in place where the fitness center will be for 2009. Andy Thurman, Facility & Wellness Services Manager indicated that we are currently better than Plan B estimates. The late summer months find us with lower than average attendance in both the fitness center and group fitness classes, however we are beginning to see an increase in personal training clients. The open house on Saturday, September 12 will allow us to offer free classes to the community and to introduce our newest instructor, Bill. Staff meetings will be scheduled in August to communicate the fall scheduling changes in classes and desk shifts. Staff is being encouraged to promote the facility, group fitness, and personal training. Rosalind Franklin University of Medicine and Science is our first corporate fitness member. Staff will be attending orientation next week, offering handouts, talking to potential members and will be able to enroll new fitness center members. Commissioner Hart asked what the greatest area is to make a difference in revenue and expenses; Andy's answer was in group fitness and personal training. Director Salski indicated that the community wide survey also indicates a high need for quality group fitness. He also mentioned the importance of the survey consultant's opinion on how to offer the correct variety and scope of classes to a community of 7,500 residents. Andy indicated that it is a challenge to manage a group fitness schedule and staff is continually monitoring and seeking the best possibilities for classes and class times for our members. He also mentioned that during the annual shutdown September 2 – September 4 staff is holding free classes to members, these will all be held outside, weather permitting. We will have early morning, mid morning and evening offerings. Staff is working closely with daycare in order to quickly make changes to accommodate member needs and we are hoping to offer classes that meet the elementary and preschool drop-off and pick-up times.

E. Paddle Tennis Update

Andy Thurman, Facility & Wellness Services Manager mentioned the new paddle brochures are to be mailed the week of August 25th to Lake Bluff and Lake Forest residents. We are currently promoting the paddle registration in the Recreation Center advertisement in the Lake Forester. The contract with our professional and his assistant should be completed in the next few weeks. Commissioner Ehrhard asked if it was possible to have Lake Forest include information on paddle registration on the

electronic advertising display monitor in their lobby. Executive Director Salski mentioned the upcoming Paddle Open house on Saturday September 12 with the ribbon cutting at 5:00pm. Information has gone out to the community and to local legislators. In addition he mentioned a Paddle Magazine is attending the open house to take photos. A name for the facility needs to be agreed upon so that a permanent sign can be installed. No formal decision was made but "Lake Bluff Paddle Club" was mentioned as a name. Commissioner Douglass asked about changing the signs at the entrance on Washington Road. Director Salski indicated that the property does not belong to the Park District but is privately owned.

F. Parks Update

Joe Schweda, Superintendent of Park Services reported that the parks are in good shape. Staff is busy removing baseball batting cages and fences while getting ready for the soccer season. Work completed at parks includes removal of dead trees, grooming of fields, and watering of the newly installed sod and plantings at Blair Park. He also mentioned that the beach cleaner is broken and we are waiting for the repair estimate. Currently staff is using a baseball dragger to smooth the sand and beach staff is doing a great job in helping with trash clean up.

7. VERBAL COMMUNICATIONS

A. Staff - None

8. WRITTEN COMMUNICATIONS

A. Department Reports - None

9. ADJOURNMENT

There being no further business, a motion was made by Commissioner Ehrhard and seconded by Commissioner McKendry to adjourn the meeting at 12:45 p.m. The motion carried by unanimous vote.

Approved this 11 day of January 2010
Board of Commissioners
Lake Bluff Park District