

**LAKE BLUFF PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF SPECIAL COMMITTEE OF THE WHOLE MEETING
MARCH 1, 2010**

The Special Board Meeting of the Board of Commissioners of the Lake Bluff Park District, Lake County, Illinois, was held at the Recreation Center, 355 W. Washington Avenue, Lake Bluff, Illinois.

Present: Commissioners: Douglass, Ehrhard, McKendry, Nickels, Hart
Absent: President Gronau

Visitors: Ron Salski (Executive Director), Dave Peterson (Director of Facilities & Recreation Services), Michael Annin, Dale Lomax, Barbara Annin, Kevin Considine, Kelly Lanigan, Linda Blaser, Sue Gersten

1. CALL TO ORDER:

Vice-President Hart called the meeting to order at 6:00 p.m.

2. ROLL CALL:

The following Commissioners were present when the roll was called:

Commissioners Douglass, Ehrhard, Hart, Nickels, McKendry

3. APPROVAL OF AGENDA:

Vice-President Hart requested Item F: Scout Proposal-Request move to Agenda Item A, and Item I: Pool Update move follow Item C: Conduct Ordinance.

A motion was made by Commissioner Ehrhard and seconded by Commissioner McKendry to approve the agenda of March 1, 2010 as amended.

Ayes: Commissioners Douglass, Ehrhard, Nickels, Hart, McKendry

Nays: None

Abstain: None

Absent: Gronau

4. STATEMENT OF VISITORS:

None

5. DISCUSSION / ACTION ITEMS

A. Scout Aquatics Proposal

On behalf of Scout Aquatics, Dale Lomax, approached the Park District in regards to renting the 50 meter pool for the 2010 swim season, much like Lake Forest Swim Club does, for practices and potentially hosting a meet. Practice times requested are Sunday mornings from 9-11am, and one evening during the week for 2 hours. A proposed Sunday swim meet would close the pool to residents and guests until 6:00 p.m.

Commissioner Hart asked if there were other alternatives to hosting a meet with a shorter duration. Dale Lomax indicated that a smaller meet could be hosted during the week; much like the in-house swim meets, from 4:00–8:00 p.m. The pool would be closed to residents and guests. Commissioner Hart indicated her support of practice times on Sunday morning but is unsure of hosting a meet on a Sunday and closing the pool to residents and guests. Dale Lomax indicated the practice sessions would be more important than hosting a meet.

Commissioner McKendry asked if the requested swim times would involve the entire pool or could residents have open swim at the same time? Dale Lomax and Barbara Annin (Scout Aquatics) indicated Scout Aquatics would require the entire pool for practices.

Commissioner Douglass was concerned with the impact on the community if the Park District closes the pool for a full day. He liked the idea of exposure to Blair Park Pool but cautioned that if this meet is approved communication with the community is extremely important.

Commissioner Nickels inquired as to whether the Park District closes other Park District venues for special events. Staff mentions it occurs at the golf course for special events. Commissioner Nickels was concerned that the Park District be consistent in policies for all facilities.

Commissioners discussed the flexibility of dates for hosting a meet and decided that either Sunday June 6 or June 13 would be the best possibilities based on cooler weather and past pool attendance.

Additional considerations were discussed in regards to starting blocks and lane lines. Scout Aquatics would absorb any repairs and/or installation costs.

B. Strategic Planning Process

Executive Director Salski and the Future Planning Committee interviewed four consulting firms with the last interview being held tomorrow, March 2. The interview process has been enlightening and will give the Park District an opportunity to plan for the future. A recommendation may be provided at the March 15 Regular Board meeting.

C. Beach Administrative Policies

The Parks, Recreation Programs, and Facilities Committee met to discuss Beach Administration Policies and pricing. The Committee supports the outlined policies and requests approval at the March 15 Regular Board Meeting.

Alcohol Permits:

Committee supports the following policy:

Allow the resident to use his/her Homeowner' Policy (meeting specified guidelines and submitted two weeks prior to rental date) for alcohol.

OR

Purchase an insurance rider from the Park District for \$70

Executive Director Salski updated Commissioners on the status of allowing residents to use a Homeowners Policy for alcohol. Staff contacted RCP Insurance Company and has learned that Homeowners policies may not be sufficient for alcohol coverage. Staff is waiting for a formal decision from RCP. Further information will be given at the March 15 Regular Board meeting.

Beach Shelter Reservations:

The resident rental fee has increased over the years and shelter reservations have declined, therefore it is important to address the current fee structure. Many local community groups are not charged for rentals, others pay a flat fee for multiple reservations, and some receive a set number of free rentals per year.

Committee supports the following pricing for beach shelter rentals:

Local Community Groups

Monday – Thursday, Friday until 4:00pm	Free
Friday after 4:00pm – Sunday	\$100

Residents

Monday, Wednesday & Friday until 4:00pm	\$35
Tuesday & Thursday	Free
Friday after 4:00pm – Sunday	\$100

Commissioners discussed the value of beach shelter rentals and the idea of free days. Concern was expressed that existing policies would be hard to change and enforce. Policies would need to be consistent for all community groups and for residents. It was suggested that the Parks, Recreation Programs, and Facilities Committee meet again before the March 15 Regular Board meeting.

Dog Passes:

Resident dog tags are free and non-resident dog tags are \$150 each. The non-resident must also purchase a non-resident beach pass. Proof of dog vaccination is required for all dog-tags. Committee supported maintaining the current policy.

Beach Passes:

Residents receive up to three free beach passes for family members residing at one address. One beach pass admits all family members and guests access to the beach. Non-resident passes are purchased individually – allowing only the pass holder to the beach or they may purchase a daily pass at a cost of \$10 per person to beach access.

Committee supports the following policies for beach passes:

One beach pass admits all family members and guests access to the beach
Continuation through enforcement that all residents apply for a beach pass.

Commissioners discussed the option of residents using a driver's license for beach access. Pool passes are currently issued after a driver's license is used to prove residency. Duplication of beach passes is simple since no photo or address is listed on the pass. A driver's license ensured staff admits Lake Bluff residents access to the beach for free. Savings in staff time and costs associated with creating beach passes are essential.

Executive Director Salski indicated the importance of accurate numbers which are tracked through beach passes issued may assist with potentially if the Park District pursued a grant.

D. Conduct Ordinance 2010-D

In 2009, staff revised the 1979 policy and introduced the Conduct Ordinance to the Administration and Finance Committee. The Conduct Ordinance meets legal standards to enforce various regulations throughout the Lake Bluff Park District and properties. The Park District is required to notify the public of the Conduct Ordinance due to the enforcement of fines and penalties; therefore the Conduct Ordinance will be available at the Guest Services Desk.

Commissioners expressed concerns over several policies.

Section 2.02 Alcoholic Liquor: Item d: Commissioners would like the policy to allow individuals to use either existing homeowners policies (meeting specific guidelines) or purchase insurance through the Park District.

Section 2.03 Animals and Pets: Item h: Dogs on sunrise beach

(i): remove times dogs are allowed on the beach

(v): Commissioners request that dogs are not allowed in the water of the south beach.

Section 2.34 Restrooms, Washrooms and Locker Rooms: Item c: Children 6 years of age and up may not use restrooms, washrooms and locker rooms designated for the opposite sex.

Section 4.01 Park Hours: Item a: Except as otherwise provided in this Section 4.01, District property is open to the public from sunrise to sunset Lighted fields shall remain open to the public so long as the lights are illuminated.

(b) The beach is open from sunrise to 10:00pm Monday–Sunday. Beach lifeguarding is open from 8am-8pm on weekends, and 9am-8pm on weekdays.

Executive Director Salski indicated early communication to the community is imperative if the Conduct Ordinance is passed at the March 15 Regular Board meeting.

E. Pool Update

a. Surge Tank

The surge tank project includes lining the existing tank with a stainless steel liner and structural frame, replacing an existing main drain line and valve and installing a modulating valve. This work is considered a repair to an existing tank, no state permitting needs to occur. This is favorable in lowering construction costs as well as getting the work completed on time.

John Dzarnowski (FGM Architects) will oversee the project and continue to work closely with staff. The project went out to bid on February 24, 2010. Bid packages are available at the recreation center and a pre-bid meeting will be held on March 4 to answer questions in regards to the project scope. A bid award will be given on or about March 15 in conjunction with the Regular Board meeting. The project will begin on March 22 with all work to be completed by May 20 in order for opening day, Saturday, June 5, 2010.

b. Community Groups

Commissioners Hart and Nickels are attending various Community meetings to discuss the State of the Lake Bluff Park District and the swimming pool. The next scheduled meeting is March 3 – Indian Princesses.

Executive Director Salski recommended visiting Community Groups on a yearly basis to address concerns and answer questions.

c. Task Force / Focus Groups

A task force by definition assists with long term planning or issues. Staff sent an e-newsletter requesting community involvement with the pool planning process.

Groups will meet over the next 3-6 months to identify and/or define program needs, facilities, and discuss future direction. Groups have been defined as follows:

- Adults (55 years & older)
- Parents with children
- In-house swim team parents

d. Alternatives-Parent / Tot

Director Dave Peterson updated Commissioners on the Parent / Tot Alternatives approved at the January 18 Regular Board meeting.

- The State and Lake County Health Department officials have approved filling the tot pool with sand.
- Department of Health state code requires a water source for guests to clean themselves before re-entry in to the main pool. A temporary shower will be located at the gate of the tot pool.
- An inflatable waterslide cannot be used due to State and local codes. Inflatable slides with ball play, varying every few weeks, will be provided for additional play. These slides will be staffed and supervised.

F. Guest Behavior Policy

A Guest Behavior policy is established to address any guest’s behavior that disrupts or interferes with any Park District activity and/or users and/or employees and/or risks the safety of any person. The policy takes into consideration potential American with Disability Act (ADA) claims or processes. This policy will be placed on the March 15 Regular Board agenda and if approved will be placed into the formal Administration Policy Manual.

G. Non-Resident Fee Structure

Executive Director Salski discussed the e-mail received in regards to the rationale for determining Park District non-resident rates. Staff has discussed the topic and has found significant inconsistencies with determining these rates. Staff would like additional time to gather research from other Park District, and would request some assistance from the Board in determining policies.

H. Lake Bluff Baseball Association Request

The Lake Bluff Baseball Association submitted a request in regards to advertising. They are asking for placement of temporary or permanent signage at Park District ballparks this summer. The Baseball Association would like a response in March. The Board of Commissioners has not adopted an Advertisement Policy at this time.

Commissioners requested the Executive Director to obtain the Village policy before the March 15 Regular Board meeting.

I. Board Policy Manual

a. Section 2.5 – Request

Commissioner Ehrhard drafted a letter to President Gronau, Vice President Hart and Executive Director Salski requesting the Board consider creating a Paddle Tennis Committee. President Gronau and Vice President Hart recommend forming a Paddle Tennis Committee consisting of two Board members.

The Board will be required to make revisions to the Board Policy Manual, Section 2.5 Board Committees, at the March 15 Regular Board meeting.

b. Section 11 - Review

A resident, in two separate letters, has requested the Board review, Section 11.1 Benefits, in the Board Policy Manual.

- a. Commissioners and their immediate family receive free pool, golf, fitness, and paddle tennis memberships. With the golf membership, Commissioners and their immediate family members shall pay the full fee for golf carts.
- b. For all other programs including but not limited to group fitness, childcare, etc, Board Members and their immediate families shall pay full price. In addition, Commissioners shall be entitled to one free beach shelter, room rental, and Clubhouse and Platform Tennis Hut rental per calendar year. However, he/she must pay the full fee for rentals if they are required and full fee to add liquor liability coverage for the rental.

Commissioners discussed the pros and cons of these benefits.

Pro: Commissioners are ambassadors to the community and should use the facilities they govern and promote.

Con: No other boards in Lake Bluff receive benefits.

A motion was made by Commissioner Douglas and seconded by Commissioner Hart to remove the section of paragraph (b) allowing Commissioners to one free beach shelter, room rental, and Clubhouse and Platform Tennis Hut rental per calendar year.

On the roll call, the vote was as follows:

Ayes: Commissioners Douglass, Ehrhard, Hart, McKendry, Nickels

Nays: None

Abstain: None

Absent: Gronau

6. VERBAL COMMUNICATIONS

A. Staff

Director Peterson advised a Job Fair being is being held on Saturday, March 20 from 10 a.m.- 12 p.m. Staff from previous years are encouraged to come and reapply. Residents have been advised through e-newsletter and the Gazebo News.

B. Executive Director Report

Executive Director Salski indicated the following:

- 1). Legislative Conference will be held in Springfield April 27-28. Please advise of attendance if planning to attend.
- 2). CROYA: Commissioner McKendry recommended using the warming hut at Artesian Park as a CROYA base. The hut could be donated with CROYA staff overseeing the site during “open” hours. Currently the hut is used to host Dog Training classes – could these be moved to the East school gym?

Commissioners are in agreement that this could be a great idea – especially with the Village cutting the CROYA funding.

7. ADJOURNMENT

There being no further business, a motion was made by Commissioner Nickels and seconded by Commissioner McKendry to adjourn the meeting at 8:31pm. The motion carried by unanimous vote.

Approved this 19 day of April 2010
Board of Commissioners
Lake Bluff Park District