

**LAKE BLUFF PARK DISTRICT
FACILITIES AND PROGRAMS COMMITTEE
MINUTES OF SPECIAL COMMITTEE MEETING
NOVEMBER 9, 2016**

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

The meeting was called to order at 8:00 a.m. by Commissioner Gronau.

The following Commissioners were present: Chris Mosbarger and Kurt Gronau.

The following Committee Member was present: Niki Walsh

Staff members present were: Ed Heiser, Superintendent of Facility Services, Jim Lakeman, Superintendent of Recreation, Safety and Outreach Services, Tim Rochford, Fitness and Healthy Lifestyle Services Manager, Dana Hansen, Preschool and Early Childhood Program Director and Sandy Burke, Recreation Program Manager.

Approval of Agenda

Commissioner Mosbarger moved, seconded by Member Walsh to approve the November 9, 2016 Agenda. The motion carried by unanimous voice vote.

Statement of Visitors – None

MINUTES

Approve Minutes of April 11, 2016 Facilities and Programs Committee Meeting

Member Walsh moved, seconded by Commissioner Mosbarger to approve the minutes of April 11, 2016 Facilities and Programs Committee meetings. The motion carried by unanimous voice vote.

Approve Minutes of August 3, 2016 Facilities and Programs Committee Meeting

Commissioner Mosbarger moved, seconded by Member Walsh to approve the minutes of August 3, 2016 Facilities and Programs Committee meetings. The motion carried by unanimous voice vote.

ITEMS FOR DISCUSSION / ACTION

2016 Projections and 2017 Budget – Discussion

Superintendent Heiser presented an overview of 2016 Revenue Projections and 2017 Budget of all sub-funds within the Recreation Fund. He noted that 2016 Revenue Projections were impacted by the transition to accrual accounting in August, 2016. Commissioner Mosbarger asked what percentage of the fourteen-percent revenue growth budgeted in 2017 compared to 2016 Projections was a result of the transition to accrual accounting. Superintendent Heiser estimated that more than half of the budgeted growth in revenue was as a result of the accounting change.

Staff then discussed 2016 Revenue Projections and 2017 Budget of each sub-fund in more detail. Superintendent Heiser noted in the 2017 Budget, staff budgeted for an increase in rounds and revenue per round in the Golf Sub-Fund. Superintendent Lakeman presented the 2017 Budget for the Pool, Recreation Programming and Sunrise Park and Beach. Key highlights for the Pool included an increase in rentals and a reallocation and increase in revenues from lessons. With regards to Recreation Programming, staff identified fee increases in pre-school and programs accounted for revenue growth. Superintendent Lakeman informed the Committee the Parks and Beach Committee would be recommending to the full Board the addition of a fee for dog tags issued for Sunrise Park and Beach and a restructuring of beach shelter rental fees, contributing to the revenue growth in this sub-fund. Superintendent Heiser presented revenue growth in memberships, group fitness and personal training in the 2017 Budget for the Fitness Center. Additionally, he noted the 2017 Budget accounted for a new court and the addition of two paddle teams within the Racquet Sports Sub-Fund. Overall, Superintendent Heiser noted the budget process started with realistic revenues and then staff built expense budgets to fit within the constraints of modest revenue growth.

2017 Facilities and Programs Fees and Admissions – Recommendation

Superintendent Lakeman and Director Hansen presented fee increases averaging three-percent for all preschool programs, enrichments, athletics and general recreation programs. Manager Burke noted fee increases averaging four-percent for after school care programs in an effort to get all fees to lineup within the fee structure. Superintendent Lakeman noted the most significant change to day camp pricing was an increase to assist with cost recovery on swim lessons that are included in day camp. He also presented slight fee increases for pool memberships. Superintendent Heiser and Manager Rochford presented an updated fee matrix for the Fitness Center and highlighted increased fees for combination and group fitness memberships. He also presented no fee increases for the Golf Club, adding that staff would be looking to increase pricing on demand-based rounds.

Commissioner Mosbarger moved, seconded by Member Walsh to recommend the fees and admissions as presented for approval by the Board of Commissioners at the November 14 Regular Board Meeting. The motion carried by unanimous voice vote.

Lake Bluff Pool – Swim Club Rental Fees – Discussion

Superintendent Lakeman presented fee increases for swim clubs of a five-dollar increase per hour for full rental and a one-dollar increase per lane per hour for lane rentals. He added these fee increases are in line with other facilities and assist with cost recovery for lifeguards.

Commissioner Mosbarger moved, seconded by Member Walsh to gain consensus for the Lake Bluff Pool Swim Club as a rental per the discussion. The motion carried by unanimous voice vote.

VERBAL COMMUNICATIONS

Staff – None

Chairperson – None

ADJOURNMENT

There being no further business, motion was made by Commissioner Mosbarger, seconded by Member Walsh, to adjourn the meeting at 9:06 a.m. The motion carried by unanimous voice vote.

Approved this 10th day of January, 2017
Lake Bluff Park District