

**Burr Ridge Park District
Regular Meeting
February 8, 2016**

REGULAR MEETING

The Regular Meeting of the Burr Ridge Park District was called to order at the Burr Ridge Community Center at 6:30 pm by President Rob Quigley.

Present: Board Members Fara, Malloy, Quigley
Absent Bergholz, Caplis
Also Present: Jim Pacanowski, Director of Parks and Recreation,
Jamie Janusz, Superintendent of Finance
Lavonne Campbell, Superintendent of Recreation

APPROVE

February 8, 2016 Agenda

No changes were made to the Agenda as presented.

January 18, 2016 Regular Meeting Minutes

Malloy moved, seconded by Fara and approved by roll call vote to approve the January 18, 2016 Regular Meeting Minutes.

Ayes: Fara, Malloy, Quigley Nays: None Abstain: None

OPEN FORUM

No Open Forum

CORRESPONDENCE

Nothing further added to the written report.

REPORTS

Director of Parks and Recreation

Nothing further added to the written report.

Supterintendent of Finance

Nothing further added to the written report.
Janusz informed the Board that Fara attended the last Foundation meeting.

Fara informed the Board that Foundation Members indicated the desire not to spend \$14,000 for capital expenses for Woods Pool and discussed the possibility of withholding \$14,000 for Woods Pool until next year. Fara advised against withholding until next year as it has not been decided yet whether or not there will be a Woods Pool season in 2017. Foundation has decided to hold \$14,000 until different ideas and recommendations for use for the \$14,000 are received; such as table and chairs or solar cover.

Pacanowski responded that at peak capacity there may not be enough table and chairs, however, 85% of the time there are enough table and chairs. It is not recommended that the Park District purchase table and chairs at this time when the need is only for a short period of time.

The solar cover would require additional manpower and deck space. In addition, the solar cover was needed in the past due to failing pool heaters. There are now 2 new heaters, so that is no longer an issue. A solar cover could save on some utilities, however, natural gas is not that expensive compared to the labor and storage issues that a solar cover would present.

There is an estimated \$8-\$10,000 which would be used for crack repair, deck painting, building touch up, etc. This is a capital expense that is more like an operational repair which the Foundation was not interested in donating money for.

Fara asked how many days are there not enough tables and chairs for people to use. Pacanowski responded that this is more of a situation that it is a perception of a crowded pool than not enough tables and chairs. Maybe 10-12 times for a couple of hour period.

Fara asked how many bathers are allowed in the pool.

Campbell responded that Health Department states that anything above 99 bathers would require an additional bathroom.

Fara stated that the Foundation would like to see tables and chairs in front of the pool house between the pool house and pool. Fara informed the Foundation that there can be no structures between the pool house and water.

Campbell added that you can add some stackable chairs inexpensively.

Pacanowski added that a few table and chair purchases would benefit pool users approximately 15% of the time at a cost that could be several thousand dollars.

Campbell added that the Pool Manager states that lack of table and chairs has not been an issue.

Pacanowski added that this purchase would not be used anywhere but the pool.

Janusz stated that Foundation did not wish to use \$14,000 for the preseason capital repairs which are part of opening the pool.

Fara stated that there was some discussion at the Foundation meeting of having a pre-season party to introduce the community to the pool.

Fara informed the Board that a member of the Foundation asked if the park district decides to close the pool, would the park district consider selling the pool back to the neighborhood community.

Pacanowski responded that there would be research needing to be done to determine the legality of that. Less than 3 acres would not require a referendum for that.

However, the language of the original purchase would need to be consulted. That land

can't be sold for any purpose other than recreation. Does that allow for the land to go back to private hands would require research.

Pacanowski informed the Board that at this point in time, there are no further ideas to present to Foundation for Woods Pool for the donation of funds for capital improvements.

Malloy asked if the \$14,000 was going to be used towards the \$6,200 for cracks in the pool, as her vote to keep Woods Pool open was based on not spending more than \$5,000 to keep the pool open.

Pacanowski responded that those expenditures would be funded through the Capital Improvement Fund.

Janusz added that the Foundation would like something tangible to put their name on for a donation.

Pacanowski added that if the pool remains open, any donation toward a project anywhere with the park district, would be helping the pool. The Foundation has been provided with a preliminary list of potential capital projects.

Fara informed the Board that the Foundation asked what it would take for the pool to remain open for many years, to which his reply was for him personally it would be sustainability with memberships, not banner sales. Memberships of people using the pool which will sustain the pool for the future.

Pacanowski relayed a request from Bergholz that a Board Member be present at the next scheduled Foundation meeting which will be held Thursday, March 17, 2016. Commissioner Malloy indicated that she would attend.

Recreation Division

Nothing further added to the written report

UNFINISHED BUSINESS

Discuss Capital Project Financing Update

Pacanowski provided an update regarding the Capital Improvement and Operating Fund Balance and submitted a proposal for several capital improvement projects for FY 2016/17 in the board packet.

There was discussion regarding each proposed project.

Quigley asked for verification that the capital fund will have an estimated \$1.5 million remaining in the fund balance at the conclusion of the current fiscal year, to which verification was provided.

Pacanowski stated that none of the projects proposed will be using the anticipated Capital Improvement Fund balance, which would be going to Special Funds.

It was unanimously agreed to move forward with all the capital improvement projects listed at an estimated cost of \$173,000.

NEW BUSINESS

Approve 2016 IRS Mileage Reimbursement Rate

Janusz informed the Board that due to a decrease in gas prices, the mileage reimbursement rate is 54 cents per mile, down from 57.5 cents per mile.

Malloy moved, seconded by Fara and approved by roll call vote to approve the 2016 IRS Mileage Reimbursement Rate.

Ayes: Fara, Malloy, Quigley Nays: None Abstain: None

Discuss 2016 Woods Pool Season Schedules

Pacanowski informed the Board that 11 weeks is what the pool season has been at for the last 4 or 5 years. There was a time that the season was 12 weeks. At 11 weeks, the recommended season would be June 4th to August 21st. The weather can't be counted on for Memorial Day. If the Board would like to consider extra hours, May 28 full schedule or shortened schedule could be accommodated with staff. Aug 22-28 the children are already back to school. It would make sense to cut the pool hours to open in the afternoon when the children are out of school. We would have staff available for that extension as well. To keep the pool open until Labor Day we do not have the staff available. If you add 1 or both of these weeks it will be an additional deficit of \$1,000 to \$1,500 per week taking into account what we may be seeing in daily fees. You would need 3-4 new family memberships to pay for that additional week.

Fara does not see any reason to extend the season. We need 3 new memberships for each extended week. There is more risk than there is gain. Fara believes this will be a set up for failure, as new members will not be coming to the pool just for the additional week in the season.

Malloy and Quigley agree.

Campbell asked if the season should then be June 4 to August 21.
Board Members responded yes.

Discuss 2016 Woods Pool Member Fees

Pacanowski informed the Board that Bergholz relayed her preference for early bird incentive fees. Pacanowski states that an early bird discount, if implemented, should be due by May 15th in order to coincide with brochure distribution and available to all residents, not just past members, and the discount could be last year's rates. An idea may be to give a few daily passes in addition to the discount incentive.

Janusz stated that there are currently 44 membership registration forms received.

Fara asked if daily passes were ever sold in blocks of 10.

Campbell stated that they were and it wasn't a popular purchase.

Fara asked if it would be a good idea to sell a block of 10 for the price of 9.

Campbell responded that the intention is to encourage membership. Dailies are for people who are not members and don't come in the beginning of the season. This would discourage membership.

Quigley stated that his preference would be to raise the price \$10 before May 15th and \$25 after May 15th.

Campbell stated that if the fee is raised \$25 it would be just short of the non-resident fee at Hinsdale Pool.

It was unanimously agreed to a \$10 immediate Woods Pool Member increase, and no additional increase on May 15th, with each early bird registrant being provided two free daily passes for their guests.

Discuss Parameters for Woods Operations in 2016

Pacanowski informed the Board that this season is not much different from past seasons in that it is not known how long Woods Pool will remain open. The pool needs to be made safe and aesthetically pleasing without unnecessary expenditures and additional deficit. Based upon surveys from last summer, feedback received is that the standard of care for the pool is satisfactory. Pacanowski asked for affirmation on certain operational parameters.

For example, the men's locker room floor drain paint is peeling. The preferred repair would be to peel and replace with an improved surface, however this would cost approximately \$7,500. The alternative would be to strip and re-paint as usual which is not the best surface repair but would last the season.

It was unanimously agreed to strip and paint the area surrounding the drain.

The marketing of the pool would be slightly more than previous years. If over-zealous requests are made which require a lot of money and resources, the answer to a request for more marketing would likely not be compliant. Is the Board comfortable with this approach?

It was unanimously agreed that the marketing approach should remain similar, albeit slightly increased from last year.

Campbell added that Throwback Thursdays will continue with a special event added once a month. The special events will be open to anyone who pay a daily fee, or members, and will include some swim time in order to further market the pool. Sponsorships for this event will be sought.

Quigley asked what the purpose of these special events would be.

Campbell stated that sponsorship money will be redirected to these events and will be open to everyone in order to promote the pool and increase membership of the pool.

Quigley added that this will actually be geared to a marketing event.

Pacanowski added that the events to be held are hopefully a fun recreational opportunity for all residents, members or not, and that we are always looking for ways to maximize our current facilities' programming potential.

Fara asked if the incentive is to get people into the pool, what will happen with those who are already members of the pool.

Pacanowski stated that all details are not worked out yet. However, the event should benefit other people in the community in addition to the members of the pool while also enticing the people who are not members of the pool to become members of the pool.

Campbell added that these special events at the pool will be put into the brochure. This will be seen by Burr Ridge and Willowbrook residents.

Discuss Fallball/Flag Football Budget to Actual Program Summaries

Pacanowski presented a report on Fallball and Flag Football budgets. Both areas are growing in numbers and financial recoupment. These two combined programs are 88% return over direct costs compared to -10% for the pool and an average 29% for other programs

Review Fiscal Year 2016/17 Budget Schedule

Pacanowski presented the fiscal year 2016/17 budget schedule for the Board to review.

APPROVAL OF BILLS

Quigley asked for verification of the Woods Pool Northern Illinois gas bill for winter. Janusz will look into this bill which may be a fee.

Quigley asked for verification of Windows 10 upgrade. Janusz replied that office computers were upgraded with Windows 10 which was free and this bill is a one time fee for the IT person to install Windows 10 on all the computers and laptops.

Malloy moved, seconded by Fara and approved by roll call vote to approve the February bills.

Ayes: Fara, Malloy, Quigley

Nays: None

Abstain: None

ADJOURNMENT

Fara moved, seconded by Malloy and unanimously approved to adjourn the regular meeting at 7:46 pm.

Respectfully submitted,

Sherry Stednitz
Recording Secretary