Call to Order
President Taylor called the Special Meeting to order at 7:07 p.m.

Roll Call of Commissioners
Upon roll call those answering present were President Taylor and Commissioners Aubrey, Schoen, Minogue, Jourdan and Hess. Absent: Commissioner Dallman

Staff members present were Executive Director Atwell, Superintendent of Recreation Esposito, Superintendent of Parks Scarmardo, Executive Assistant Sesto, Marketing & Communications Supervisor Talenco and Superintendent of Finance & Personnel Woods. Attorney Hoppa was also present.

Changes to the Agenda
None

Public Participation
None

Proposal for Auditing Services
Superintendent Woods reported staff developed a request for proposal for auditing services and mailed the proposal to eight auditing firms. An informational meeting, to answer questions the firms may have had, was held prior to the deadline for receipt of the proposals. Five firms submitted proposals. The proposal from the firm who has conducted the Park District’s audit for the last three years, Sikich, LLP, was the most expensive.

Staff recommended the Board accept the proposal from Lauterbach Amen, LLP for auditing services for fiscal years through December 31, 2010.

When asked if references were check Superintendent Woods commented Lauterbach listed Bloomingdale, Downers Grove, Bolingbrook, Elk Grove, Elmhurst, Glenview, Gurnee, Memorial, Oak Park, Park Ridge, Veterans, Warrenville and Winnetka park district as their clients. She called several and all were very pleased with Lauterbach & Amen.

The Board agreed to place formal approval of accepting the proposal of Lauterbach Amen LLP, for auditing services for fiscal years through December 31, 2010, on the January 22, 2008 Regular Meeting consent agenda.

Capital Improvement Program Policy
Director Atwell presented the proposed Capital Improvement Program Policy and explained that even though staff has used the guidelines outlined in the policy, they have not been in written form.

Commissioner Aubrey noted that the policy lists project priorities, such as projects mandated by State and Federal agencies and projects related to health and safety issues. Commissioner Aubrey asked how a conflict between priorities would be handled.

Director Atwell explained that the list was not intended to rank priorities. The list only shows what issues
would have priority over other aspects of a project. Staff will clarify Section 6.03 - Capital Improvement Program Guidelines and bring the policy back to the Board at their January 22 meeting.

The Board agreed to place additional discussion of the Capital Improvement Program Policy under “Unfinished Business” on the January 22 meeting agenda.

**2007 Sunset Pool Report/2008 Recommendations**

Superintendent Esposito presented a report detailing the operation of Sunset Pool for the 2007 swim season. Overall pass sales increased 2%. Pre-season pass sales from mid-April to mid-May increased 15% over the same time period in 2006. Staff recommended increasing the cost of a child, adult and family pool pass $15 however, no increase was recommended for each additional family pass sold. Staff also recommended increasing the cost of a senior citizen pool pass $4 and the non-resident caretaker pass $5.

Pool attendance increased by approximately 1400 people and daily admission revenue over $5,900. Part of the increase in attendance was attributed to 900 Lombard Park District users. When their pool was closed, surrounding park districts allowed Lombard residents access to their pools and the Lombard Park District reimbursed each park district $3 for every user.

Pool staff had another safe summer with no major accidents. Staff is hoping to once again receive the Ellis Lifeguarding Association’s Platinum Award. Staff earned over 90% on each audit conducted by Jeff Ellis Associates. During the audit staff is secretly videotaped and a mock drowning is performed.

The Park District received over $6,000 from Garibaldi’s for the concession operation at Sunset Pool. Staff will be negotiating another 2-year contract with Garibaldi’s.

Revenue in the swim lesson program decreased $5,000. The largest area of decrease was in the 3 to 5 year age category. Staff proposed increasing the lesson fee $1.00 per person, per session.

Swim team members reached the maximum of 295 participants. The program has great coaches and volunteers who work very hard.

The pool was rented 21 out of 26 Friday and Saturday evenings it was available. Staff did not propose an increase in the pool rental fee.

163 pool pass scholarships were given out in 2007, which was 40 more than in 2006.

The overall increase in revenue from 2006 to 2007 was $26,000 however, expenses also increased by $26,000 due to an increase in the minimum wage law and $15,000 to repair a pump. Salaries for 2008 will increase once again as there will be a new minimum wage effective 2008.

The spring/summer brochure will be printed, with pool fees advertised, before the Board reviews the budget for FY2008/2009. Staff recommended the Board approve increasing fees for the 2008 swim season as proposed and place the item on the January 22 Regular Meeting consent agenda.

Board discussion ensued with Commissioner Schoen suggesting increasing the daily admission fee to encourage more season pass sales.

Commissioner Jourdan suggesting increasing the daily admission fee an additional $.50 for children.

Board members asked if staff had considered a season pass program for the splash pad in Maryknoll Park.
Commissioner Minogue reminded the Board that they had agreed all revenue and expenses relating to amenities in Maryknoll Park would be separate from all other programs.

Superintendent Esposito reported staff will be putting together splash pad packages or a discount coupon program. No one offers an annual pass to their splash park. Many are afraid it would turn into a day care facility, people with passes going every day. At that point it would become too crowded for the person who only goes to the splash park on occasion or once a week.

After discussion the majority of the Board agreed to the fee increases proposed by staff and directed staff to place formal approval of the 2008 Sunset Pool fees on the January 22, 2008 Regular Meeting consent agenda.

Matters from Staff
Superintendent Scarmardo reminded the Board and PBS would once again be presenting the Ackerman Park Sports Complex project to the Village Architectural Review Commission on January 9. On January 24 the Village Green Park project will again be presented to the Village Plan Commission.

The Board agreed to direct Director Atwell to schedule a Board Retreat for Saturday, February 2.

Director Atwell reported District 41 School Superintendent Riebock asked if the Park Board would like to have an informal dinner meeting with the school board. The Board asked Director Atwell to schedule a dinner on a Monday evening.

Matters from Commissioners
President Taylor thanked Parks Department employees for all their efforts in making ice at Newton Park. Although the ice lasted only one day it did give residents an opportunity to skate.

Commissioner Aubrey asked staff to look into the cost of a portable refrigerated ice rink.

Adjourn to Executive Session
At 8:00 p.m. Commissioner Schoen moved, seconded by Commissioner Minogue, to adjourn to Executive Session pursuant to Section 2(c)5 of the Open Meetings Act, “discussion of the purchase or lease of real property for the use of the district, including discussion of whether a particular parcel should be acquired”.

Roll Call:   Aye: Commissioners Schoen, Minogue, Jourdan, Aubrey, Hess and President Taylor
            Nay: None   Motion Carried

Reconvene the Workshop Meeting
The Workshop Meeting reconvened at 8:12 p.m.

Adjourn
There being no further business Commissioner Schoen moved, seconded by Commissioner Jourdan, to adjourn the Workshop Meeting at 8:12 p.m.   Motion Carried

Respectfully submitted,

Jeanine Sesto
Board Secretary