

Lan-Oak Park District  
Board Meeting  
September 22, 2008

President Flanagin called the meeting to order at 7:30pm. Upon roll call the following were present: Commissioners Leck, Long, Reynolds, Beymer. Staff present: Desjardins, Rushmeyer, Havran, Davenport. Also present: Primack, Wilson, Kuniej, Celmer.

Motion made by Leck to approve the Consent Agenda section B. Second by Long. Upon roll call the following voted "aye"-Leck, Long, Reynolds, Beymer, Flanagin. No "nays". Motion passed.

Commissioner Beymer stated that his statements regarding the January 2009 fitness center special that were made at the August 18<sup>th</sup> board meeting were not accurate. Primack stated that the board packets were missing pages from the last board meeting. Wilson explained that he had emailed the Commissioners a second copy of the meeting minutes prior to the meeting. The meeting minutes from the August 18<sup>th</sup> board meeting will be tabled until the October board meeting.

Desjardins presented her report. Leck asked Desjardins how the SSSRA dinner went with Desjardins replying that it went well. Flanagin thanked Desjardins for all of her hard work in putting together all of the program information that he had asked for in regards to revenue and refunds that had been generated in the last year associated with programs offered. Reynolds asked Flanagin if he wanted to go over the reports with Flanagin stating that he already reviewed all of the information and that it was a pretty accurate summary of historical data. Reynolds asked Desjardins where most of the refunds that the park district generates comes from, with Desjardins replying that 37% of the total refunds come from park and room rental deposits. She stated that 21% was from classes being cancelled due to low enrollment and the rest is miscellaneous-which may be for program transfers or changes. Desjardins explained to the board that now that park rental season is coming to an end that room rentals will start to pick up in September.

Havran presented her report. Flanagin thanked Michelle for her cost comparison study of other fitness facilities. Desjardins stated that our rates are lower than most. Flanagin stated that the resident rate for Homewood-Flossmoor fitness center is \$490.00 with a \$149.00 initiation fee and that L.A. Fitness is \$420.00 with a \$149.00 initiation fee.

Rushmeyer presented her report. Flanagin asked Rushmeyer how the new season of Playskool is going with Rushmeyer stating that it is going well with 2 new enrollments just over the past few days.

Davenport presented her report. Davenport stated that she had met with the choir from T.F. South regarding their performance at the October 4<sup>th</sup> Park Plaza dedication. She stated that they would let her know by September 26<sup>th</sup> what songs they would be able to sing and that they would not be at the dedication until 5:30pm due to a prior engagement. Leck asked Davenport how the community garage sale went with Davenport responding that the garage sale went great with 88 spots sold and that shoppers were plentiful all day long. Leck also asked Davenport if she was considering doing the Hobgoblin Carve at the Park Plaza this year with Davenport responding no, not this year. Discussion ensued about the dedication of the Park Plaza. Leck inquired as to what type of food would be served. Davenport stated that Jimboo's would cater the food and that he would be grilling 7 different types of meat for the occasion. It was also stated that Nancy Lucas from Dairy Queen would be making 200 ice cream cupcakes for the dedication. Reynolds asked if any of the old commissioners would be invited to the dedication ceremony with Flanagin responding yes. Discussion continued on the events of the dedication of October 4.

He also explained that after much searching Desjardins had found a trackless train that comes with its own conductor and that both children and adults can ride on it. Wilson stated that the only State Representative Scully had rsvp'd so far.

Commissioner Long inquired as to how much the trackless train cost. Desjardins responded that the cost was \$995.00.

Reynolds inquired about any upcoming fitness specials with Desjardins replying that the board needs to figure it out in time for her to put something in the Winter/Spring brochure.

Desjardins, Rushmeyer, Havran and Davenport left the meeting at 7:47pm.

Wilson presented his report. Leck asked Wilson if he had received any response from the Chamber of Commerce in response to them paying for a portion of the new holiday tree that will be planted at the Park Plaza. Wilson responded by saying no. Wilson stated that a check from the Lan-Oak Park Foundation would be presented at the ceremony. Reynolds inquired as to how much the check would be for, with Flanagan stating that it was the \$50,000 that was contributed by a Lansing resident. Flanagan indicated that the foundation has not met yet to discuss Wilson's letter requesting over \$8,000.00 for the amenities at the Park Plaza.

Commissioner Leck inquired about the new Seat Belt policy with Wilson replying that it is a new policy that the park district has implemented. Flanagan brought up the upcoming restaurant conference. Reynolds asked if any business' had been interested in putting in a restaurant with the response being no. Reynolds stated the need to have a restaurant put on the property. Flanagan stated that if it meant that Wilson would have to attend the restaurant conference then maybe he should attend. Beymer stated that he was okay with Wilson going, but Commissioner Long stated that he was not sure if the park district could afford the expense. Leck replied that if necessary, she was also okay with Wilson attending the conference but it may not be economically feasible at this time and it may have to wait. Reynolds again stated that the park district does need to get some type of restaurant on that property. Reynolds asked when the money would need to be sent in for the conference with Wilson replying that it would need to be by October 17<sup>th</sup>. Wilson explained that he had sent out over 60 requests for proposals for prospective restaurant business owners. To date no responses have been received. Treasurer Kuniej stated that sometimes money has to be spent in order to make money.

Based upon the Board's conversation at the table, it was the consensus of the majority of the Board of Commissioners that Wilson should go to the restaurant conference and make contacts that in the long run may benefit the Lansing community.

Wilson inquired about what type of fitness special the board wanted to run in January. Reynolds stated that the board would be taking a chance if it went with offering the special to new members only as discussed previously by the Board. Long stated that he knew of 2 cases where members were up for renewal and instead of them signing up separately, they got together and signed up for the special. Reynolds again stated that the January buy one get one free special was a proven moneymaker and that it could backfire if it was not offered again as in the previous year.

Reynolds stated that there may be a backlash from current members and that the fitness center may lose people. Primack responded by saying that yes, the fitness center could lose members but that money could still be made. He explained that people would still get an incentive to sign up and that prices are being raised everywhere.

Reynolds explained that the money has gone up in January every year and that the park district is still making money with the buy 1 get 1 free special. She stated that maybe the special could be offered in a different month and that it was noted that membership sign ups went down in December. She stated that she had only looked at the end of the year totals and not any other months, but that she was willing to try a new offer.

Beymer stated that he felt the special should be offered to new members only and again stated that it is not a promotion if current members can keep signing up for it. Reynolds stated that the board needed to see the monthly figures. Kuniej handed out her FinTrac totals with Wilson

handing out his RecTrac totals. There was a discussion of a discrepancy of the amounts between the 2 reports of around \$10,000. Primack stated that even if the totals were off \$10,000 that there was still a huge increase in the January totals. Reynolds again stated that the bottom line is that the money still went up in January no matter what those figures showed.

President Flanagin stated that the fitness center fees are low compared to other fitness centers and that there needed to be an increase. Beymer stated that if members did not want to pay the increase that they really do not have anywhere else to go because the park district still has the lowest rates around. Wilson stated that the fitness center fees do need to be increased and that Board of Commissioners have elected not to raise them over 2 years. The non-resident rate was also discussed and it was stated that the more non-residents enrolled in the fitness center, Lansing residents may not see a substantial increase in the fitness fees. Wilson stated that just because a non-resident uses the center, it does not cost the park district any more money than a resident.

Reynolds questioned the fact that residents may not want more non-residents in the fitness center. Flanagin stated the need for establishing a true corporate rate and that the majority of those people may be non-residents. Reynolds inquired as to what the benefit would be for corporations to offer memberships to their employees with Primack responding that it would lower health insurance premiums for the business and that they would have less sick days due to healthier employees.

Reynolds stated that discount offered to school district teachers and village employees needs to be addressed. Flanagin explained that back when the fitness center first opened that the fitness rates were \$100.00 and that village and school employees received a 25% discount, which amounted to \$25.00. As fees grew, the \$25.00 discount just stayed the same. Reynolds discussed the option of offering the special to new members only and that people who work in Lansing should receive a corporate rate. Long replied that first the board needs to solve the issue of deciding what type of promotion to run. He stated that he was for offering a buy one get one free special if both people signing up are new members, not previous members. He also stated that the special could be offered twice a year, once in January and once again in July. Reynolds agreed with Long and stated that the 2 for 1 special should be for new members only. Long stated that the 2 for 1 could be offered every month and that it would be new revenue generated.

Reynolds stated that at least 1 of the 2 members that would be signing up for the special should be brand new and that the board should just try it for January.

Flanagin stated to the board that the fitness initiation fee should be raised from \$25.00 to \$75.00. He also stated that that may be an incentive to stay a member and not let it lapse due to the increase of the initiation fee. Leck stated that now it cost more money to run the fitness center. Leck and Flanagin stated that for the January promotion at least one member has to be brand new and that if they had been a member previously their membership must have been expired for 1 year. Long explained that if they come in in 2009 that they could not have been a member in 2008.

Reynolds asked how many members the fitness center has. Wilson stated that the fitness center has over 1800 members. Wilson explained that not all members are using the facility at once and despite what the board may have heard members are not waiting in line to use the fitness equipment. Beymer stated that if less people use the fitness center that should bring the cost of operating it down. Wilson stated that the cost is the same no matter how many people use it. Beymer replied that the more people that use the fitness center it would bring the cost up, and that less people using it would cost less. Wilson stated that the operating costs are still the same. All utilities are still in demand; staff would be the same, no matter what the numbers are.

It was agreed that the Board would offer a 2 for 1 special in January with at least one of the two individuals be a new member. A new member would be defined an individual that has not been a member in the last 12 months.

Leck asked Wilson about the letter he had received from IDOT regarding the placement of the Pennsy Greenway signs on I-80/94. Wilson stated that he did not want the sign hung where it would be in the highway but on the side. The sign issue will be addressed with the district's state and federal representatives.

Wilson stated that he and President Flanagin had spoken to Ken Lynch from School District 171 in regards to the Pennsy Spur. The ComEd property just south of Lansing has been leased to 2 parties: School District 171 and Monaldi Manor Condo Association. The school district stated that they were more than happy to look at it but in reality it is not their property.

Motion made by Beymer to accept the seat belt policy. Second by Leck. Upon roll call the following voted "aye"-Long, Reynolds, Beymer, Leck, Flanagin. No "nays". Motion passed.

Motion was made by Beymer to accept the First Aid and Seizure Management Policy. Second by Leck. Upon roll call the following voted "aye"-Reynolds, Beymer, Leck, Long, Flanagin. No "nays". Motion passed.

Kuniej presented her report. Kuniej stated that the cash is low and that there are CD's that are maturing. In her opinion the park district may not receive any tax dollars until December 1. Primack asked Kuniej if there was a need for warrants with Kuniej responding no, that the park district should be okay without them. She also stated that she would be revisiting the figures every month until the tax dollars are in and that the park district needs to be watchful of where the money is being spent. Primack explained that some park districts find that they have to sell tax anticipation warrants due to tax monies being received late. Long asked Primack what the interest rates are on the tax warrants with Primack responding that he was not sure what the rates are. Reynolds asked if the park district could do anything about the late tax bills with the response being no because the tax bills are generated through the county.

Kuniej explained that the cash flow study shows that the funds are okay but that budgets need to be watched. Flanagin asked Kuniej about the "grim" picture of the park districts finances with Kuniej replying that funds were not as low as she thought they were when she first made that report. Kuniej explained that program registrations were down about \$10,000, which was close to the same as last year, and she also stated that other park districts are seeing a decrease of about 10-15% also. Wilson asked Kuniej if the operating statements were accurate with Kuniej replying that yes they are. Wilson stated that his reports show that fitness was up by \$10,000 and recreation was up \$8,000 from last year's figures. Reynolds stated that the cash picture is not "grim" after all.

Kuniej explained that the fund balance was at \$501,000 but due to the upcoming payroll and bills; it would be reduced to \$394,000. She also stated that the working cash balance is at \$182,000 and that the park district would be using those funds for the next 3 months.

Motion made by Leck to accept the Treasurer's report as information. Second by Beymer. Upon roll call the following voted "aye"-Beymer, Leck, Long, Reynolds, Flanagin. There were no "nays". Motion passed.

Wilson asked Primack about the bond schedule. Primack replied that the public notice needed to be posted by September 29<sup>th</sup> for the October 6<sup>th</sup> public hearing. Primack stated that he would provide the public notice.

President Flanagin signed a call for the BINA meeting and distributed it to all Board members. The BINA hearing will be on October 6<sup>th</sup> at the Eisenhower Center at 7:00pm. The secretary to the board was ordered to post it for the hearing.

Primack discussed with the board his discussion with Dale Anderson in regards to the Intergovernmental Agreement. It was stated that there would be a 30-day notice to terminate the agreement which all board members agreed with. Primack also stated he had sent the ordinances over to Anderson Primack asked the commissioners if they were okay with the changes and all agreed that they were.

Primack asked Wilson if United Energy Associates had been paid for their work with the lighting project. Wilson stated that over \$7,000 is still owing because he was still waiting to

receive warranty information and extra supplies. Wilson stated that they had received notice months ago regarding the warranty, with Primack responding that he would let their attorney know about the need for the warranties.

Wilson requested Primack to discuss briefly life estates. Primack explained that a true-life estate is an estate in law where a person would have the right to use, occupy, and profits of the land until death and then the property would be turned over to the other party, which in this case would be the Lan-Oak Park District. Primack stated that if the District entered into a life estate arrangement, we should modify the general rules by providing that the holder of the life estate loses their right if they no longer occupy the property. This will keep the property from being rented or used by others during the lifetime of the original grantor. Primack stated that tax-deductible benefits could be available for property owners if they donate land to the Park District this way. In some situations the park district would need the money to buy the properties.

Reynolds asked if the Pennies for Parks collection cans are already out and she inquired as to what the Plaza Pals membership was and did it consist of a room with plaques up for contributing businesses. Leck responded by saying that the Plaza Pals memberships were something that Desjardins had suggested. Wilson asked Leck what the guidelines would be in order to qualify for the membership with Leck responding that the pals membership details had not been worked out as of yet. Leck explained that the monies collected would go toward the Park Plaza and that the foundation would make the guidelines in regards to the Plaza Pals membership. Leck stated that the Pennies for Parks program was set to kick-off on October 4 to coincide with the Park Plaza dedication. She explained that there are a few cans out in business' right now due to the Cruise Night on August 23. Reynolds asked how long the collection cans would be out with Leck responding that they would be out forever and that she would go around every so often and collect the proceeds.

Leck asked Reynolds if she could set up a meeting to meet with school Superintendent Veronda Cottle. Leck stated that either Thursdays or Fridays would work best for her. Beymer stated that it seems like it takes forever for the money to add up but it does add up over time. He stated that the Lions club mint program has generated enough money for the Lions to put in an air-conditioner at the Lansing Youth Center and that their funds are at about \$20,000.

Motion by Leck to go into executive session for the purpose to discuss land acquisition, personnel, probable litigation and/or other subject matters as allowed by the Illinois Open Meetings Act, 5 ILCS, Par. 120/2 (c)(1)-22(e). Second by Beymer. Upon roll call the following voted "aye-Leck, Long, Reynolds, Beymer, Flanagan. No "nays". Motion passed.

Executive session at 9:23pm.

President Flanagan called the regular meeting back to order at 9:35pm. Upon roll call the following were present: Commissioners Long, Reynolds, Leck, Beymer, Flanagan. Others present – Wilson, Primack.

Motion by Leck to adjourn the meeting. Second by Reynolds. Upon roll call all present voted "aye". No nays. Motion passed.

Adjourned at 9:35pm.

Respectfully Submitted,

John W. Wilson, CPRP  
Secretary to the Park Board of Commissioners