

**MUNDELEIN PARK & RECREATION DISTRICT  
REGULAR BOARD MEETING**

**Monday, July 24, 2017  
7:30 p.m.**

**AGENDA**

**Call To Order:**

**Pledge of Allegiance:**

**Roll Call:** Dolan, Frasier, Knudson, McGrath, Ortega

**Approval of Minutes:** Committee Meeting July 10, 2017  
Regular Meeting July 10, 2017

**Approval of Disbursements:** Warrants 070717, 071317, 071417, 071517,  
071817, 072017, 072417 = \$437,917.57  
Warrants 072517 = 333.95

**Financial:** June

**Correspondence:** Thank You Letter from The Village Regarding Community Days

**Old Business:**

1. Approve Drone Use Policy
2. Disposal of Accessible Golf Cart

**New Business:**

1. Accept Bid for Basketball Court Renovation at Vaughn Griglack Lakewood Heights Park
2. Accept Bid for Demolition of Tennis Courts at Scott Brown Park
3. Accept Bid for Cart Path Paving at Steeple Chase Golf Club

**Board Business:**

**Staff Reports:**

**Service Anniversaries:** Anthony Nitti 2015 (2); Scott Schleiden 2001 (16);  
Mike Vitale 2007 (10)

**Executive Session:** Personnel 5 ILCS 120/2 (c)(1);  
Purchase or Lease of Real Estate 5 ILCS 120/2 (c)(5);  
Imminent or Pending Litigation 5 ILCS 120/2 (c)(11);  
Collective Bargaining or Salary Schedules 5 ILCS 120/2(c)(2)

**Action on Items Discussed in Closed Session, if Necessary:**

**Visitors:**

**Adjournment:**

## **Rules for Public Comment:**

- A. At the start of the period for public comment the board President or acting chairperson will advise the public:
  - 1. The amount of time permitted for public comment;
  - 2. That all speakers state their names and addresses before addressing the Board;
  - 3. To avoid repetitive comments, testimony and general questions; and
  - 4. To appoint only one person to speak on behalf of a group.
- B. Each person will be permitted to speak one time only, unless the Chair determines the allowing a speaker to address the Board again will contribute new testimony or evident germane to an issue on the agenda for that meeting.
- C. Unless a representative spokesperson is appointed in the manner described in rule E, all comments from the public will be limited to no more than three (3) minutes per person.
- D. Groups may register a representative spokesperson by filing an appearance form no later than one (1) hour in advance of a meeting. The appearance form must designate (i) the number of people the designee represents for the purpose of making public comment; (ii) the subject matter of the public comment; and (iii) whether the subject matter is germane to an item on that meeting's agenda. Any person identified as being represented by a group spokesperson shall be deemed to have waived their opportunity to speak independently unless the Chair determines that allowing such a speaker to address the Board will contribute new testimony or evidence germane to an issue on the agenda for that meeting.
  - 1. A representative spokesperson who timely files a complete appearance form to speak on a matter germane to the agenda shall be permitted to speak for three (3) minutes for each person being represented, up to a maximum of fifteen (15) minutes.
  - 2. A representative spokesperson who timely files a complete appearance form to speck on a matter not germane to the agenda shall be permitted to speak for three (3) minutes for each person being represented, up to a maximum of nine (9) minutes.
- E. The Board shall not respond to questions posed during public comment. All questions shall be recorded by the Board secretary and a response shall be presented either during the next regular Board meeting or in writing before such meeting.
- F. All comments must be civil in nature. Any person who engages in threatening, slanderous or disorderly behavior when addressing the Board shall be deemed out-of-order by the presiding officer and his or her time to address the Board at said meeting shall end.

Approved 4/14/2014 Board Meeting

Mundelein Park & Recreation District  
Committee of the Whole  
July 10, 2017

The Committee of the Whole meeting of the Board of Park Commissioners of the Mundelein Park and Recreation District was called to order at 7:00 p.m. by President DOLAN

Present were Commissioners DOLAN, FRASIER, KNUDSON, McGRATH and ORTEGA. Staff present included Executive Director.

Executive Director RESNICK stated the Village will be petitioning the County to waive the taxes on the property they own at 102 Goodwin. The County has indicated they will waive the taxes. Once this has been completed, the Intergovernmental Agreement with the Village will allow them to sell us the property. The Park District will be responsible for the current liens on the property.

All job descriptions have been reviewed by staff and Human Resource Manager Anthony Nitti has formatted them for consistency. Staff is recommending the Board approve all full time, part time and seasonal job descriptions.

An accessible golf cart was purchased for Steeple Chase approximately 12 years ago. In that time it has only been used once and is now in disrepair and unsightly. Staff is recommending disposal. President DOLAN asked if the ADA requires the golf course to have an accessible cart. Executive Director RESNICK said she would confirm, but felt our reasonable accommodation of issuing a handicap flag and allowing those golfers to get closer to the tees and greens was acceptable. Commissioner FRASIER asked if there is a source for renting accessible carts on short notice. Staff will research. Commissioner KNUDSON commented on the area where the cart is stored. He asked that it be cleaned up.

Marketing Specialist Christa Lawrence has produced an overview of the District to share with legislators to demonstrate the impact we have on the community. President DOLAN suggested including the respondents expressing that park district taxes are too low. The Board praised the piece as exceptional. A "fulfillment report" was also shared with the Board. These are created by Sponsorship Coordinator Tracie Ouimet and given to sponsors after they have supported an event. It shows them how their company was promoted. The Board also complimented this piece.

The Board reviewed a policy on drone use drafted by the District's attorney. Commissioner ORTEGA asked how the District would know if a commercial user had repeated FAA violations, as described in the policy. Executive Director RESNICK said she thought if they had repeated violations, they would not have a valid FAA license as also called for in the policy.

Executive Director RESNICK informed the Board the 20 acres of wetland between Wilderness Park and the Tall Grass subdivision was supposed to be donated to the Park District by the developer but they had stopped paying taxes on it and the County took it over. The Park District bid \$1.00 for the property and now owns this land.

The repeated tests of the drinking fountains at Diamond Lake Rec Center found them to be within EPA regulations for lead content. Because they are not used often, staff will need to run them for several minutes each day to keep lead levels low.

Area softball fees were compared to the Mundelein Park District rates to determine if our pricing was reasonable. Our per-game rate is lower than other agencies so staff will not recommend a price increase.

Golf Operations BROLLEY and Executive Director RESNICK met with staff from Hey and Associates to discuss the next steps for development of a driving range. A pre-permit application meeting is being set up with the Army Corp of Engineers to discover their requirements.

At the last Committee Meeting, the District's Sick Incentive Policy was discussed. A survey of other park districts found the majority offering some type of incentive.

The Committee meeting adjourned at 7:30 p.m.

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Secretary

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF  
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS  
HELD MONDAY, JULY 10, 2017 AT 7:30 P.M. AT THE  
MUNDELEIN COMMUNITY CENTER ADMINISTRATIVE OFFICES,  
1401 NORTH MIDLOTHIAN ROAD, MUNDELEIN, ILLINOIS**

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The regular scheduled meeting of the Board of Park Commissioners of the Mundelein Park and Recreation District, Mundelein, Lake County, Illinois, was called to order at 7:30 p.m. by President DOLAN and he asked the assemblage to rise and recite the Pledge of Allegiance.

He then directed the secretary to call the roll. Commissioners DOLAN, FRASIER, KNUDSON, McGRATH and ORTEGA were present. Staff present included Executive Director RESNICK.

Commissioner McGRATH moved to approve the minutes of the Committee Meeting and Regular Meeting minutes from June 26, 2017, second by Commissioner ORTEGA. President DOLAN repeated the motion and asked if there were any corrections or additions and none were made. A roll call vote was taken with Commissioners McGRATH, ORTEGA, FRASIER, KNUDSON and DOLAN voting yes.

Commissioner FRASIER moved to approve Warrants 062717, 062817, 063017, 070317, 070417, 070517 and 071017 in the amount of \$793,356.73, second by Commissioner KNUDSON. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners FRASIER, KNUDSON, McGRATH, ORTEGA and DOLAN voting yes.

President DOLAN said a thank you letter was received from a Park View member complimenting staff. He suggested some type of reward program for staff receiving such compliments. He also announced a thank you letter was received from American Legion Post 867.

Commissioner ORTEGA moved to approve the Intergovernmental Agreement with the Village of Mundelein for the purchase of 102 Goodwin Place, second by Commissioner McGRATH. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners ORTEGA, McGRATH, FRASIER, KNUDSON and DOLAN voting yes.

Commissioner KNUDSON moved to approve all job descriptions as presented by staff, second by Commissioner FRASIER. President DOLAN repeated the motion and asked if there were any questions and none were raised. A voice vote was taken with all voting yes.

Commissioner ORTEGA moved to table the topic of declaring the accessible golf cart as surplus property until the next meeting, second by Commissioner McGRATH. President DOLAN repeated the motion and asked if there were any questions and none were raised. A voice call vote was taken with all voting yes.

Under Board Business, Commissioner KNUDSON mentioned the article about Libertyville constructing an ice rink for \$375,000 that would be used in the summer for roller hockey. President DOLAN said he had met with the Executive Director and asked her to compile a report showing the feasibility of such a rink. This will include expenses to build along with operating revenue and expenses.

There being no further business, Commissioner ORTEGA moved to adjourn at 7:41 p.m. second by Commissioner McGRATH. The motion was unanimously approved.

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Secretary

## Mundelein Community Days Commission

July 6, 2017

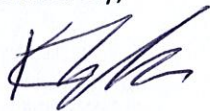
Ms. Margaret Resnick  
Mundelein Park and Recreation District  
1401 N. Midlothian Rd.  
Mundelein, IL 60060

Dear Margaret:

On behalf of the Village Board and the Village Staff, I would like to thank you for your leadership on the committee and for all the Park District does to make Mundelein Community Days a success including hosting the bags tournament and the Freedom Classic. I would also like to thank the Park District Dancers for their performance at the gazebo, and the Park Board for the use of Kracklauer Park and for all your cooperation throughout the event.

This year's festival was a success. The Park District's contribution was a vital part of that success. Thank you again. I look forward to working with you as we plan Mundelein Community Days 2018.

Sincerely,



Kelsey Langelier, Village Liaison  
Mundelein Community Days Commission

KL/ts

**MEETING REMINDER  
MONDAY, JULY 24, 2017**

**7:00 p.m. Committee Meeting  
7:30 p.m. Regular Board Meeting**

**Action Items**

Old Business

1. Approve Drone Use Policy
2. Disposal of Accessible Golf Cart

New Business

1. Accept Bid for Basketball Court Renovation at Vaughn Griglack Lakewood Heights Park
2. Accept Bid for Demolition of Tennis Courts at Scott Brown Park
3. Accept Bid for Cart Path Paving at Steeple Chase Golf Club

**Updates**

1. Naming Rights
2. Libertyville Ice Rink
3. Marketing Update
4. Goodwin Property



**New Business**

At the last meeting, the Board reviewed the Drone Use Policy as prepared by the District's attorney. This policy will be included in the Park Ordinance Book.

*Staff recommends approval of the Drone Use Policy.*

At the last meeting, the Board discussed disposing of the accessible cart at Steeple Chase since it was in disrepair and used one time in the past twelve years. Staff investigated the possibility of renting a cart and found this is not an option. According to the District's attorney, we will not be in violation of the ADA without the cart because we have a reasonable accommodation for those who desire one.

*Staff recommends declaring the accessible golf cart as surplus equipment and make it available for sale.*

The 2017 Workplan includes the renovation of the basketball court at Vaughn Griglack Lakewood Heights Park. This will be the slip sheet overlay method we have been using on athletic courts over the past few years. The budget for this work (including tennis courts at Scott Brown Park) is \$100,000. There were two bids received.

Company	Base Bid	Alt 1-Replace Hoops	Alt 2-Replace Concrete Pads	Alt 3-Remove/ Refinish Bench
Evans & Sons, Aurora, IL	\$23,925	\$3,888	\$3,784	\$680
Allstar Asphalt, Wheeling, IL	\$30,500	\$7,500	\$4,250	\$1,000

*Staff recommends accepting the bid from Evans & Sons in the amount of \$32,277.*

The 2017 Workplan also includes the renovation of the tennis court at Scott Brown Park. The original bid on this came in way over budget and staff determined the current condition of the courts make them unplayable. A new bid was created to determine the cost to remove the courts completely. Staff will monitor the community to determine if new courts should be built to replace the courts being removed. The budget for this work (including basketball court at Vaughn Griglack Lakewood Heights Park) is \$100,000. There were four bids received.

Company	Base Bid 1 Haul Road South	Base Bid 2 Haul Road on Path w/Restoration	Alt 1 Path Restoration	Alt 2 Seeding
DK Contractors Pleasant Prairie, WI	\$46,805	\$ 65,665	\$ 16,910	\$6,365
Misfits Construction, Chicago, IL	\$48,500	\$45,500	\$25,000	\$32,000
Mark Meade Excavators Grayslake, IL	\$85,581	\$105,122	\$48,149	\$15,628
Schaeffges Brothers Wheeling, IL	\$86,000	\$82,000	No bid	\$32,000

*Staff recommends accepting Bid 1 and Alternate 1 from DK Contractors in the amount of \$63,715*

Cart path repair work is planned for the 1<sup>st</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 6<sup>th</sup> and 15<sup>th</sup> holes at Steeple Chase Golf Club. Three companies submitted bids for the work. Budget for this work is \$30,000.

	Meyer Maple Park, IL	Chicagoland Lake Zurich, IL	Maneval Ingleside, IL
1 <sup>st</sup> hole, 2400 s.f.	\$4,536	\$6,600	\$7,440
3 <sup>rd</sup> hole, 1600 s.f.	\$3,024	\$4,400	\$4,960
4 <sup>th</sup> hole, 800 s.f.	\$1,512	\$2,200	\$2,480
6 <sup>th</sup> hole, 4344 s.f.	\$8,210	\$11,950	\$13,446.40
15 <sup>th</sup> hole, 2776 s.f.	\$5,247	\$7,650	\$8,605.60
Total	\$22,529	\$32,800	\$36,952

*Staff recommends accepting the bid from Meyer in the amount of \$22,529.*

### Updates

Our Sponsorship Coordinator has spoken to two area park districts regarding naming rights. Both agencies (Rockford and Fox Valley) are working with The Superlative Group to assist them with the valuation and selling. Fox Valley will be paying \$40,000 to have values determined for all of their facilities, a monthly retainer for sales services and 15% of sponsorships sold. Fox Valley is the second largest park district in the State, so if we were to work with this firm, we would have less work involved. We do not have a price, but want to see if the Board is open to such an arrangement before we ask them to meet with us and give us a proposal.

I spoke with Connie Kowal from Libertyville and learned they will not be installing coils on their ice rink going in at the Sports Complex. The \$350,000 price tag is to install the asphalt pad and move the lights. They will use a liner to keep ice longer.

Quarterly we will be providing an update to the Board about the District's marketing efforts. The second quarter report is enclosed.

We are closing on the small, vacant property on Goodwin on July 21<sup>st</sup>.

**MUNDELEIN PARK & RECREATION DISTRICT  
MUNDELEIN, ILLINOIS**

**REGULATION ON USE OF DRONES ON PARK PROPERTY**

1. Drones may not be operated on, over or across Park Property except to the extent permitted by this regulation.
2. Except by the Mundelein Park & Recreation District, Drones may not be operated on, over or across Park Property without a permit issued by the Park District in accordance with this regulation.
3. Subject to the limitations described in this regulation, Drones may be operated with a permit on, over and across only Diamond Lake Sports Complex.
4. No person may operate a Drone in, on or across Diamond Lake Sports Complex within 50 feet of any railroad right-of-way, building, gazebo, playground, tennis court, basketball court or parking lot. Drones may be operated in other locations within Diamond Lake Sports Complex only when there is not another organized recreational program or activity occurring which is sponsored or permitted by the Mundelein Park & Recreation District, including but not limited to soccer or baseball games.
5. All Drones must be operated within the eyesight of the operator.
6. Drone operation may only take place during the hours when the park is open.
7. All permits are issued specifically to a particular operator and a particular Drone. Permits are not transferable or assignable without the Park District's advance written consent.
8. Applications for a permit must be submitted to the Superintendent of Parks no less than seven (7) days before the operator plans to operate the Drone on, over or across Park Property.
9. A person is eligible to receive a permit to operate a Drone on Park Property if:
  - A. The Drone is registered with the FAA and bears a tag/label/sticker describing the FAA registration number.
  - B. For commercial Drone operators:
    1. The operator has received all applicable licenses from the FAA for the operation of the Drone for which a permit is sought.

2. The operator presents to the Park District proof of commercial general liability insurance, with any applicable Drone operation exclusions deleted, providing coverage for personal injury, death, property damage and destruction, with limits of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate.
  - C. The operator has not been removed from Park District property for a previous violation of this Regulation.
  - D. The operator does not have a history of violating FAA guidelines for use of unmanned aerial systems.
10. By applying for and accepting a permit to operate a Drone on Park Property, the applicant/permit holder agrees to indemnify, defend and hold harmless the Park District from and against any and all costs, expenses, claims, liabilities or judgments, of whatever kind, nature or amount, relating to any personal injury, death, property damage or destruction, resulting from the operation of the Drone.

Definitions:

“Drone” means an unmanned aircraft system used for public, recreational or commercial purposes.

“FAA” means Federal Aviation Administration, or any successor Federal agency.

“Park Property” means all real property owned or leased by the Mundelein Park & Recreation District, regardless of whether any improvements have been erected or maintained on such property.

# MARKETING CHANNEL HIGHLIGHTS

	Apr 2017	May 2017	Jun 2017
<b>Facebook – MPRD</b>			
Total Likes	2695	2782	2861
Total followers	2625	2712	2796
Total Reach	696,153	924,926	971,512
Engagement	50,462	70,997	79,843
<b>Definitions</b> <b>Total Likes:</b> Lifetime: The total number of people who have liked your Page. (Unique Users) <b>Total Followers:</b> A follower sees our posts in their News Feed. <b>Monthly Reach:</b> 28 Days: The number of people who have seen any content associated with your Page. (Unique Users) <b>Monthly Engagement:</b> 28 Days: The number of people who engaged with your Page. Engagement includes any click or story created. (Unique Users)			
<b>Twitter</b>			
	April 2017	May 2017	June 2017
Impressions	7,200	6,700	7,369
Followers	627	627	640
Top Tweet	Bingo at Regent Center	Wild About Mom	Memorial Day
<b>Instagram</b>			
	April 2017	May 2017	June 2017
Followers	277 followers		
Couldn't get insights before June, had to convert Instagram page into a business. will add more info in future.			
<b>Website</b>			
	April 2017	May 2017	June 2017 *
Number of Sessions	8.1 K	10.5 K	22 K
Number of Users	5.8K	7.3 K	15 K
% Visits-Returning Visitor	40.6%	40.3%	40.7%
% Visits-Unique Visitor	59.4%	59.7%	59.3%
Page Views	18,925	24,927	47,564
Most Visited Page	Landing Page	Landing Page	Barefoot Bay
2nd Most Visited Page	Barefoot Bay	Barefoot Bay	Landing Page
3rd Most Visited Page	Indoor Pool	Indoor Pool	Indoor Pool
% mobile v. desktop v. tablet	47.5% mobile, 47.1% Desktop, 5.4%Tablet	49.6% mobile, 44.9% Desktop, 5.5%Tablet	61.7% mobile, 30.1% Desktop, 5.2%Tablet
* Google Analytics redid their site			

Digital Online Brochure		
	Views	Subscribers
Fall 2016	4102	N/A-switched to new system
Winter/Spring 2016-2017	7236	178
Summer 2017	5484 (still in use until August)	314

Constant Contact e-newsletters						
		Industry Average: 16.4%	Industry Average: 6.9%		How viewed	
Topic	Date	Open Rate	Click Rate	Unsubscribe	Desktop	Mobile
April Newsletter	4/1/2017	28%	21%	5	31%	69%
Spring Scramble	4/7/2017	30%	4%	43*	40%	60%
Spring Egg Hunt	4/11/2017	25%	4%	2	40%	60%
Wild about Mom	4/20/2017	44%	4%	1	34%	64%
May Newseltter	5/1/2017	29%	8%	5	45%	55%
Freedom Classic Early Bird Discount	5/11/2017	36%	11%	1	41%	59%
June Newsletter	6/1/2017	27%	18%	7	43%	57%
Community Picnic	6/13/2017	23%	4%	2	34%	66%
Freedom Classic Flash Sale	6/13/2017	33%	37%	1	42%	58%
Freedom Classic Sign up	6/23/2017	34%	8.6%	0	35%	65%
Golf Super Scramble	6/23/2017	34.5%	5.2%	21*	34%	66%

\* Jon gave me emails of golfers and said to expect a large unsubscribe.

To: Board of Park Commissioners

From: Bill Brolley, Golf Operations Manager

Subject: Steeple Chase Operations – July 2017

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	<b>2017</b>	<b>Budget</b>	<b>2016</b>
Golf Revenue (June Totals)	\$186,034	\$196,473	\$190,088
Merchandise (June Totals)	\$ 11,970	\$ 13,927	\$ 13,601
Food & Bev. (June Totals)	\$ 30,723	\$ 34,315	\$ 31,644
Miscellaneous (June Totals)	\$ 477		\$ 500
Gift Card (June Totals)	\$ 4,097		\$ 4,553
Total Rev. for the month of June	\$233,301	\$244,715	\$240,386

Golf Revenue (7/1- 7/19)	\$ 130,063	\$ 137,974
Merchandise (7/1- 7/19)	\$ 6,869	\$ 8,798
Food & Bev. (7/1- 7/19)	\$ 20,504	\$ 21,242
Miscellaneous (7/1- 7/19)	\$ 612	\$ 66
Gift Card (7/1- 7/19)	\$ 2,533	\$ 2,002
Total Rev. July 1-19	\$ 160,581	\$ 170,082

Golf Revenue (y.t.d.)	\$ 509,092	\$552,216
Merchandise (y.t.d.)	\$ 39,689	\$ 49,499
Food & Bev. (y.t.d.)	\$ 82,864	\$ 87,588
Miscellaneous (y.t.d.)	\$ 15,995	\$ 18,685
Gift Card (y.t.d.)	\$ 14,323	\$ 15,011
Total Rev. (Y.T.D. 7/19)	\$ 661,963	\$722,999

Paid rounds (June)	3,904	4,066
Paid rounds (7/1-7/19)	2,573	2,766
Paid rounds year to date (7/19)	10,780	11,850

June didn't end well for us. On June 25<sup>th</sup> we were up \$2,500 in revenue and up 13 rounds compared to 2016, but the last 5 days we lost 195 rounds and ended up down revenue for the month by \$7,000. We had rain wipe out most of Wednesday June 28<sup>th</sup>. July is about the same so far, up for the month compared to last year then the rains came. July 12<sup>th</sup> we ended up getting 6-8 inches of rain and had to close the course. On the 13<sup>th</sup> we were able to open the back nine only as we could not get carts past the third hole. The bridge on the fourth hole and the area around the tee box were completely under water. Ron Doruff and his crew did a great job of getting the course in playable condition; they pumped water away from the 4<sup>th</sup> tee box for the entire day.

On Friday the 14<sup>th</sup> the entire course was open and carts could go anywhere and we ended the day with 185 golfers. On that Wednesday and Thursday in 2016 we did almost \$14,000 in revenue and this year \$2,500. As I'm writing this report on Thursday July 20<sup>th</sup> we got over an inch of rain today and are cart path only, turning a day that we had 160 booked to most likely getting about 50-60 for the day. If we have an average August we should gain about \$25,000 on 2016. At the end of June we are a little over \$3,000 behind the projected budget bottom line.

We held our Super Scramble on July 15<sup>th</sup> with 12 teams, which was 6 teams more than last year.

We have our Club Championship coming up August 5th & 6<sup>th</sup>.

The Park Maintenance crew is currently constructing stone walls at our entrance way, this is our Friends of Steeple Chase Project. This will improve the appearance of the entrance to the Clubhouse.

Within the past two weeks ChicagoGolfReport.com (an online magazine) did a rating of the Top-10 Toughest Finishing Holes; the list is below

- 10) Prairie Landing
- 9) Chalet Hills Golf Club
- 8) Whisper Creek Golf Club
- 7) The Glen Club
- 6) Mistwood Golf Club
- 5) Village Links of Glen Ellyn
- 4) Links at Carillon
- 3) Cog Hill Golf Club Dubsdread
- 2) **Steeple Chase Golf Club**
- 1) Stonewall Orchard Golf Club

**June Comparison for the past 5 years**

	2013	2014	2015	2016	2017
<b>Total Revenue</b>	240,766	241,695	\$237,455	240,386	<b>233,301</b>
<b>Round</b>	3,990	3,933	4,023	4,066	3,904



MEMO TO: Board of Park Commissioners  
FROM: Ron Doruff, Golf Course Superintendent  
SUBJECT: Golf Course Grounds Report – July, 2017

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We have had a total of 14.5 inches of rain from various storms from June 14 to July 12. One of the biggest problems with this much rain is returning the sand traps back to playable conditions. With this amount of rain we have spent a sizeable amount of time putting them back together again. As always, the golf course turf areas drained fairly well and putting players on cart paths only is always for a short period of time. The biggest concern though is the bridge on #4. Any time we receive 4 inches of rain or multiple rain events in a short period of time, the bridge will become impassable with water. We spent 39 hours pumping out the area to make it playable and re-open the front 9. Our crew did an excellent job to get the course into playable condition.

It's that time of year again when we start to lose our college and high school employees. We have lost one already and two more will be leaving the second week of August.

This year the crew has been requesting more time off, including vacations, than ever before. Sometimes we have as many as four people missing on any given week or more importantly weekends. You almost need extra employees to accommodate the time off requests.

The asphalt bid opening was held June 30<sup>th</sup>. The notice was published in the Daily Herald and we received three (3) bids. The low bid was below the budgeted amount. We have worked with this contractor before and the work will be done on Monday, September 18 when we are closed for greens aerification.

With the amount of rain and warm weather all grass areas are flourishing. So the mowers are getting a workout. The greens seem to be growing more than I would like to see. On Sunday, July 16, the greens were pencil aerified. Monday morning the greens were verticut in two directions, top dressed, rolled, and a plant growth regulator was applied to slow down the growth during the day.

I am still trying to arrange a fairway aerification demo to see the difference between the way we aerify with our 1993 equipment vs. the new technology and cleanup methods. I'll try to arrange this during a dry and cool period. Hopefully before next year's budgets are due.

To: Board of Commissioners

From: Derek Solberg, Superintendent of Buildings and Grounds

Re: Parks Department Report – July 2017

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The heavy rains of the second week of July added a notable amount of work to the list. Water came over the banks of many retention/detention sites and creeks throughout the District. As it flowed it picked up any wood mulch it came in contact with. All of this material was returned to the landscape beds as part of the cleanup. Cleanup of downed trees continued for a week following the heaviest storms. Trees were down at Community, Hanrahan and Leo Leathers Parks and Diamond Lake Sports Complex. There were a number of limbs down as well, most of which have been removed. There are a few that, as of this writing, are in areas too wet to access.

The last week of June and first week of July were spent preparing and tearing down surrounding Park District events. Staff did a great job helping out with the Freedom Classic 5K, Community Days and the Patriotic Celebration.

Park grounds maintenance continues as in spring due to plenty of rainfall. Additionally, staff trim shrubs, maintain landscape areas, prep park infields and perform any other tasks that can be completed. Fall zone mulch is scheduled to be installed at the playgrounds designated in the 2017 Workplan soon. They are Asbury, Scott Brown, Cambridge Country, Wilderness, Wortham and Hanrahan Parks.

Projects have been moving forward as well. Following concrete walk construction at Community and Kracklauer Parks the areas were graded and re-grassed. The Parks Department has begun construction of free standing walls at the entrance to Steeple Chase Golf Club. When complete the entrance will have an improved look and will include the name of the club that can be seen by traffic approaching the club southbound on La Vista Dr. The third week of July included the annual shutdown of Parkview Health & Fitness where some routine cleanup and minor painting projects were completed. Additionally, the inside of the hot water storage tank for the locker rooms was cleaned and inspected.

Building maintenance has focused on The Regent Center. Much of the exterior trim has been repainted. Some roof repairs took place following water entering the building and staining a small number of ceiling tiles. Staff has been working closely with Recreation staff to plan some interior rehabilitation work as well. This work will focus on re-flooring and re-painting in the main room.

Parkman Brad Vlcek and wife Chelsea welcomed their second child, Callahan Spalding Vlcek, who was born on June 23<sup>rd</sup>. All are doing well and we are very happy for them!

To: Park District Board of Commissioners  
From: Rita D. Kipp, Superintendent of Recreation  
Re: July Board Report 2017

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## **PROGRAMS**

Programs are going well. Day Camp is seeing good numbers and receiving some good comments on social media. New camp directors seem to be making a difference. Preschool camp has seen the best numbers we have had in years. We had a total of 59 participants enrolled throughout the summer. This is more than double the number from last year. The summer theater camp was again a success with Paddy Lynn directing the play and theater student Nicole Heyl-Horst handling the musical direction. Fall Learning Center registration is going well with 38 students already enrolled compared to 28 last year at this same time.

## **REGISTRATION**

This department is busy with ongoing camp and program registrations for the summer. As well as program registration they work with SRACLC setting up inclusion aides as needed. The fall brochure programming was entered into the system. The registration department handled race day registration for the Freedom Classic, as well as packet pick up and race preparations. The Registration Manager sits on the 5K committee and handled the data entry for the timing company, ordered race bibs and got the chips put in them, created labels for the bibs and worked with Marketing to create a “flash” sale to generate further 5K registrations. The Manager also worked with the IT task force to prepare for ActiveNet software update, met with a representative from ActiveNet to discuss challenges with the software, worked with them on background scanning for entry point workstations at Barefoot Bay and tested ActiveNet update changes prior to “Go Live”. Registration staff also sent mass email communication regarding hours of operation during the holidays and shut down week, worked with the Special Events Coordinator to create spreadsheets to organize special events in facilities and timing, and helped with Margarita Night at Barefoot Bay. Just in case anyone thinks all this department does is take registration, I wanted to clear that up. ☺

## **LEAGUES**

Softball leagues are going well. Most of the leagues will be finishing their regular season this week.

## **SPECIAL EVENTS**

Margaritaville was held on June 24<sup>th</sup>. Crowd was small due to unfavorable weather but we still had over \$500 in drink sales.

The Freedom Classic numbers were down from last year but some of this may have been due to the date moving from the holiday to July 1<sup>st</sup>. We had 358 registered for the 5K and approximately 125 kids in the kid’s race. Weather was great and we seemed to have a large number of family participation which really is so good to see.

The bags tourney was held as part of Community Days and once again a good time was had by all. Thirty six teams participated. Todd Edmark's daughter participated with Todd's longtime partner and Todd's family was all there. You may recall, Todd was a long-time resident who recently passed away. He was very involved in the horseshoe and bags tournaments. Everyone seemed to enjoy the tournament.

Upcoming events include; Movie in the Park, July 20; Craft Beer Night at Barefoot Bay, July 24; and Cardboard Regatta August 5.

## **FACILITIES**

Regent Center numbers are attached. The Regent Center will be shut down for two weeks (July 24-August 6). We are painting and putting new flooring in the main room. The members for the most part have been fairly understanding about the closure and a couple of the exercise classes have been moved to other buildings. Staff at Park View has offered free walking passes to Regent Center members as a way to keep moving.

Park View numbers are attached. Park View just wrapped up the four day shutdown which included some heavy cleaning, painting, electrical preparation for the eventual reorganization of the fitness floor and a repair to the hot water heater. A lot of work has been accomplished in four days.

Big & Little numbers are attached. Enrollment is ongoing and we are nearing our numbers from last year at this time. Two new students started this month with three more scheduled to begin July 31 and 10 will start in August. Staff met with marketing staff to increase our promotional efforts for Big & Little.

Aquatic season pass sales numbers are attached. Pass numbers are up but daily fees are down due to inconsistent weather.

## **TRAINING AND EDUCATION**

Weekly in-services continue for all aquatic staff. Staff attended Fleet Safety Training.

## **AFFILIATE ORGANIZATIONS**

Fall baseball will begin August 19 and will continue through October 1. Softball will be holding a fall tournament the week of September 30-October 1. Softball will hold tryouts for next year on August 5 & 6. Baseball will hold tryouts on August 6 or 13.

AYSO held their Chicago Fire soccer camp July 10-14. Fall season will begin mid to late August.

Lake County Stallions summer flag football ends July 22. Registration for the fall tackle league and cheerleading has ended. They will begin practicing in late July, with the season beginning August 26. Fall flag football registration ends July 15, with the league beginning August 26.

# THE REGENT CENTER MEMBERSHIPS

<b>JULY</b>	<b>Total</b>	<b>Resident</b>	<b>NR</b>	<b>New</b>	<b>DW</b>	<b>Boomer</b>
2013	451	320	131	75	76	106
2014	410	280	130	47	66	115
2015	412	273	143	74	72	135
2016	382	252	130	44	62	120
2017	368	243	125	56	56	139
<b>-3.5%</b>						

**Big & Little Enrollment**

	<b><u>Total</u></b>	<b><u>Full Time</u></b>	<b><u>Full Days</u></b>	<b><u>½ Days</u></b>
July 2017	62	27	22	13
July 2016	66	28	20	18
July 2015	73	28	30	15
July 2014	74	33	22	19
July 2013	68	27	18	20

**Just a reminder: Full time is defined as 5 full days per week.**

**Full days refers to 2-4 full days per week.**

**½ days refers to 2-5 preschool mornings (8:30 – 12:30)**

**Rec Connection Enrollment**

**Total pre-registrations for 2017-2018 = 120**

**Total pre-registrations for 2016-2017 = 130**

**Total pre-registrations for 2015-2016 = 125**

**Total pre-registrations for 2014-2015 = 143**

**Total pre-registrations for 2013-2014 = 122**

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**Day Camp**

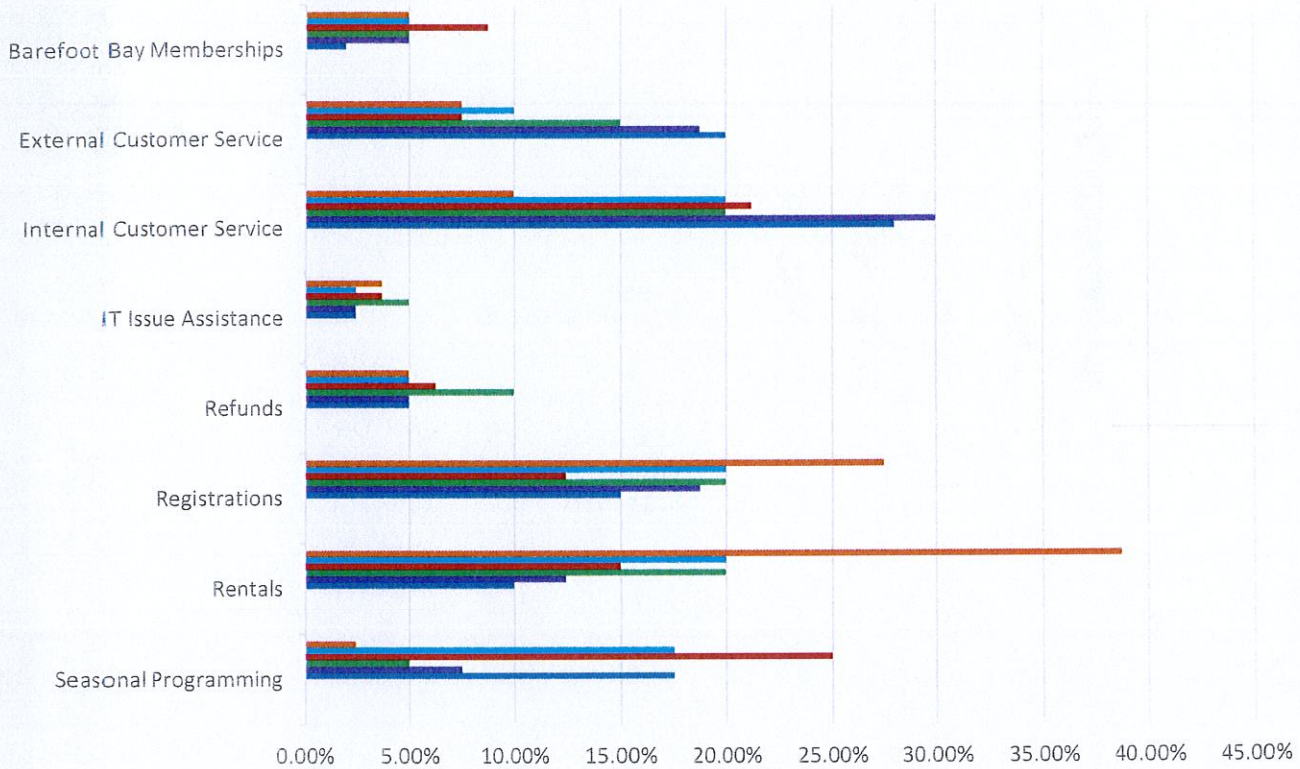
Below is a week by week breakdown of the number of kids registered. Please note that the 2017 numbers are as of July 14<sup>th</sup>.

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
Week	96	100	121	87	124	163	158
Week 2	128	127	140	117	150	158	150
Week 3	139	134	133	152	172	160	155
Week 4	153	129	133	158	181	162	150
Week 5	132	106	144	144	181	146	98
Week 6	156	119	164	154	179	166	156
Week 7	139	129	142	164	179	163	160
Week 8	142	144	133	170	181	140	113
Week 9	137	131	115	138	141	138	106
Week 10	134	127	No Camp	140	139	139	90
Revenue	\$154,122	\$147,160	\$141,710	\$186,814	\$216,637	\$211,016	\$196,137

# Registration Department Report

JUNE 2017

## Registration Office 2017 Monthly Time Allocation



	Seasonal Programming	Rentals	Registrations	Refunds	IT Issue Assistance	Internal Customer Service	External Customer Service	Barefoot Bay Memberships
Jan-17	2.50%	38.75%	27.50%	5.00%	3.75%	10.00%	7.50%	5.00%
Feb-17	17.50%	20.00%	20.00%	5.00%	2.50%	20.00%	10.00%	5.00%
Mar-17	25.00%	15.00%	12.50%	6.25%	3.75%	21.25%	7.50%	8.75%
Apr-17	5.00%	20.00%	20.00%	10.00%	5.00%	20.00%	15.00%	5.00%
May-17	7.50%	12.50%	18.75%	5.00%	2.50%	30.00%	18.75%	5.00%
Jun-17	17.50%	10.00%	15.00%	5.00%	2.50%	28.00%	20.00%	2.00%
Jul-17								
Aug-17								
Sep-17								
Oct-17								
Nov-17								
Dec-17								

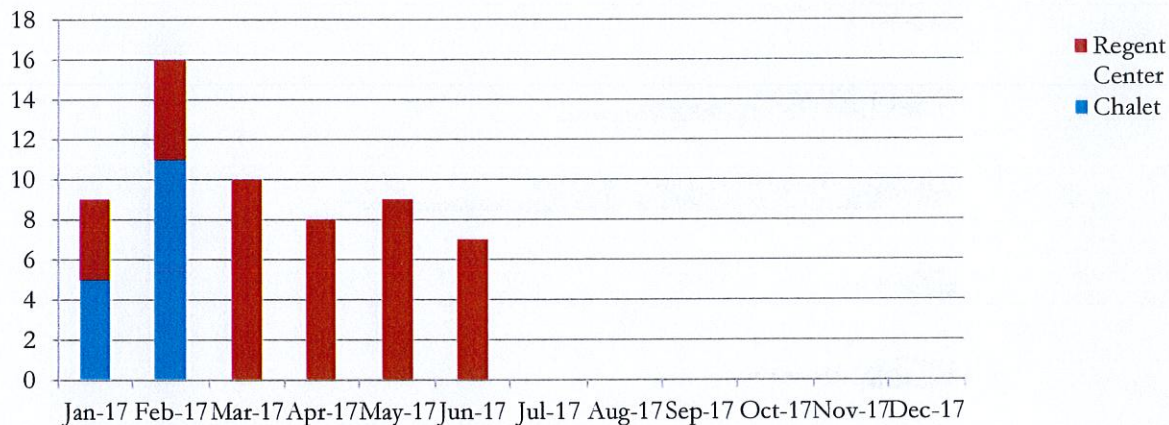
Jan-17 Feb-17 Mar-17 Apr-17 May-17 Jun-17 Jul-17 Aug-17 Sep-17 Oct-17 Nov-17 Dec-17



# Registration Department Report

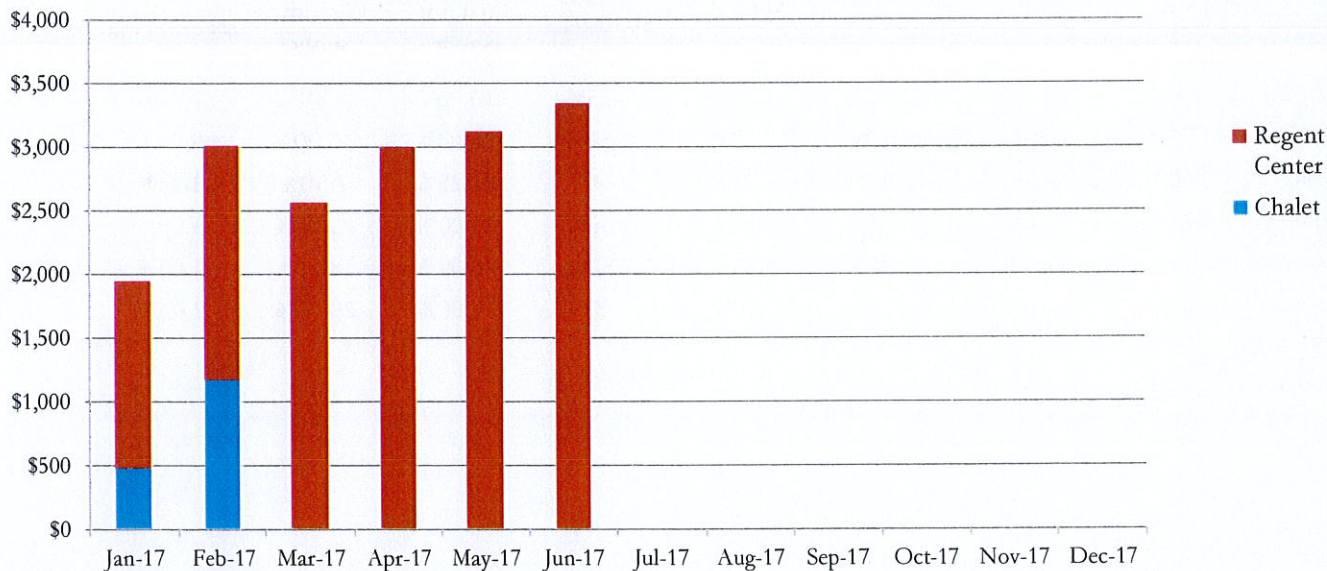
JUNE 2017

## Regent/Chalet 2017 Monthly Rentals



	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
Regent Center	4	5	10	8	9	7						
Chalet	5	11	0	0	0	0						

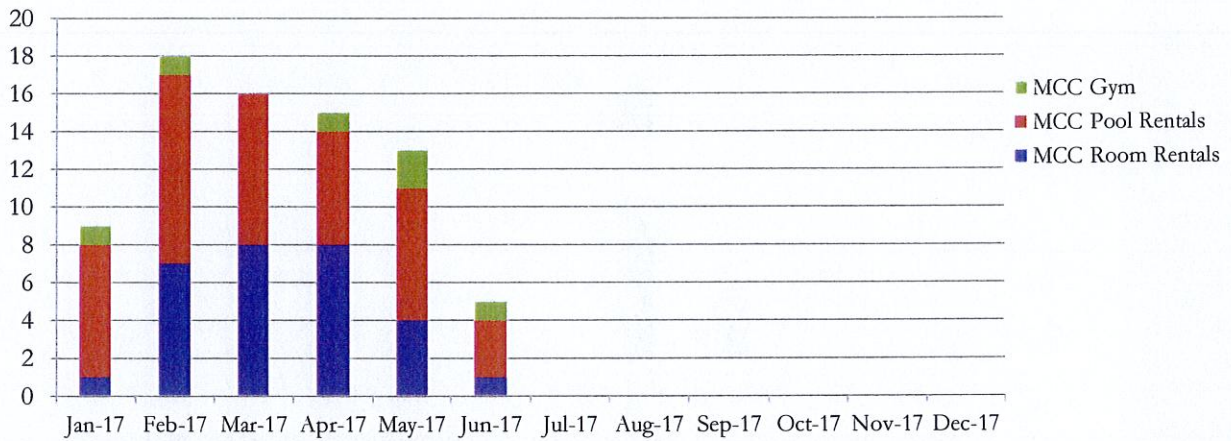
## Regent/Chalet 2017 Monthly Revenue



	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
Regent Center	\$1,465	\$1,840	\$2,563	\$3,000	\$3,123	\$3,344						
Chalet	\$480	\$1,170	\$0	\$0	\$0	\$0						

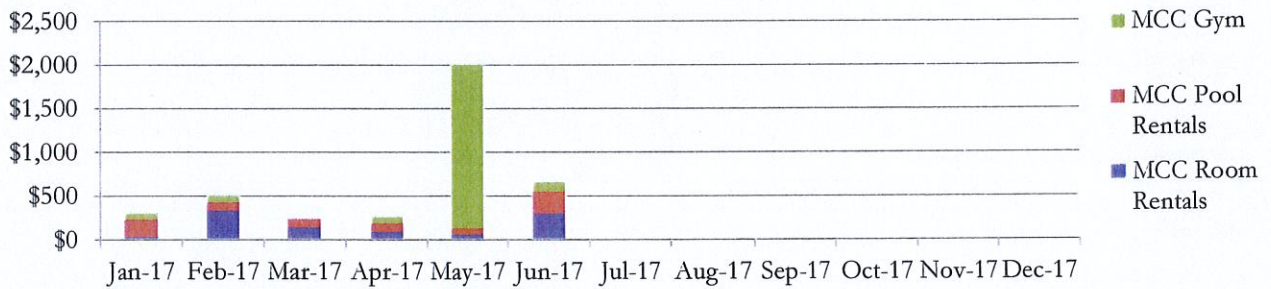
JUNE 2017

### MCC Room / Pool / Gym 2017 Monthly Rentals



	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
MCC Gym	1	1	0	1	2	1						
MCC Pool Rentals	7	10	8	6	7	3						
MCC Room Rentals	1	7	8	8	4	1						

### MCC Room / Pool / Gym 2017 Monthly Revenue

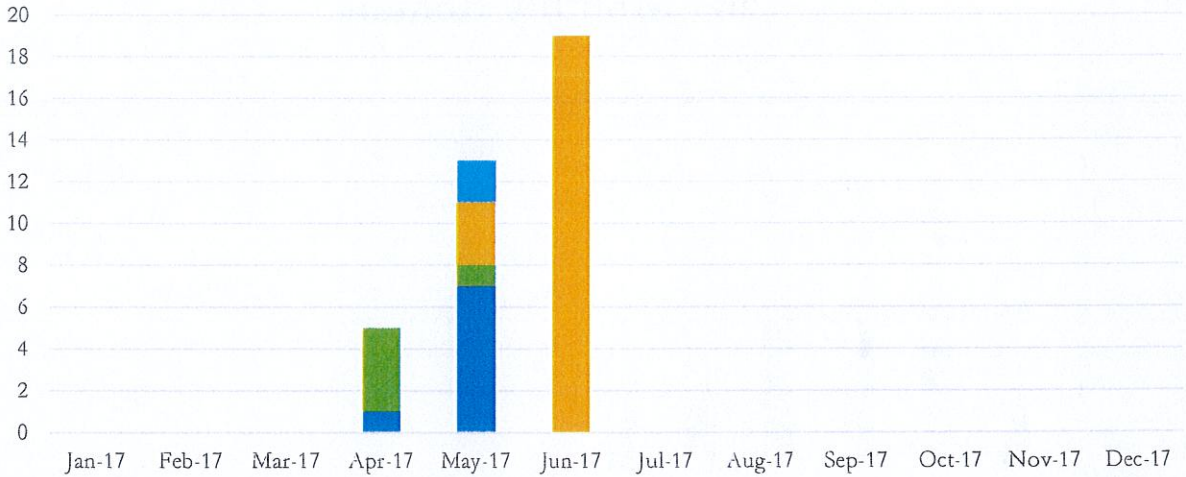


	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
MCC Gym	\$75	\$75	\$0	\$75	\$1,875	\$113						
MCC Pool Rentals	\$200	\$100	\$100	\$100	\$75	\$250						
MCC Room Rentals	\$30	\$330	\$140	\$90	\$60	\$300						

# Registration Department Report

**JUNE 2017**

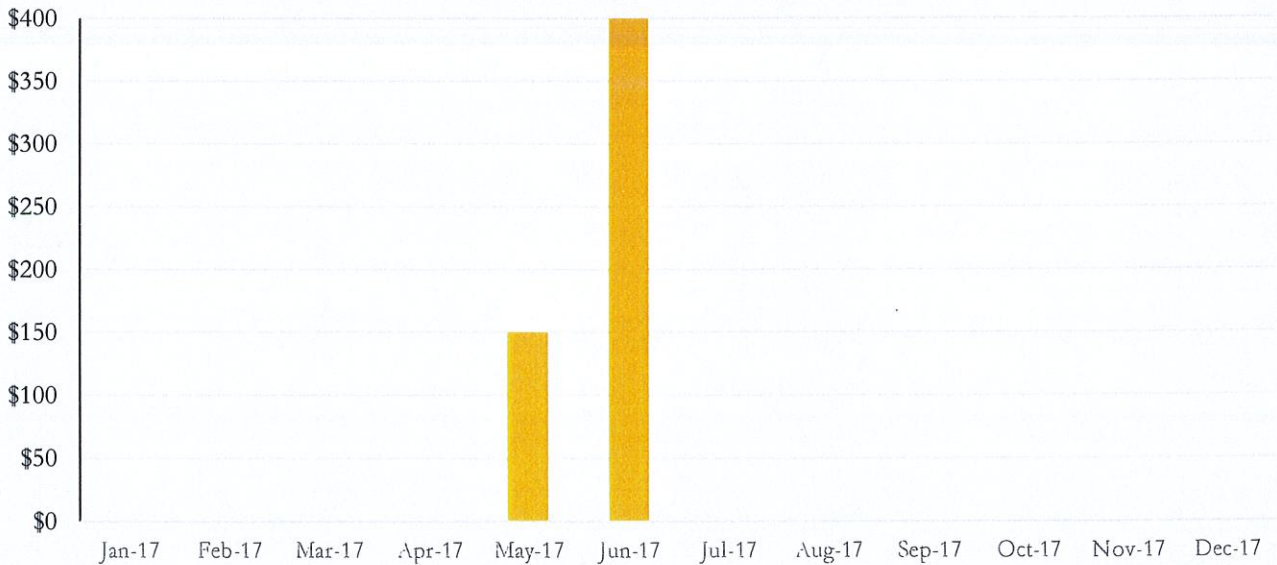
## Shelter Rentals 2017 Monthly Registrations



	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
<b>Athletic Field Permit:</b>	0	0	0	0	2							
<b>Shelters Rentals:</b>	0	0	0	0	3	19						
<b>Parking Lot Permits:</b>	0	0	0	4	1	0						
<b>Park Permits:</b>	0	0	0	1	7	0						

■ Park Permits: ■ Parking Lot Permits: ■ Shelters Rentals: ■ Athletic Field Permit:

## Shelter Rentals 2017 Monthly Revenue



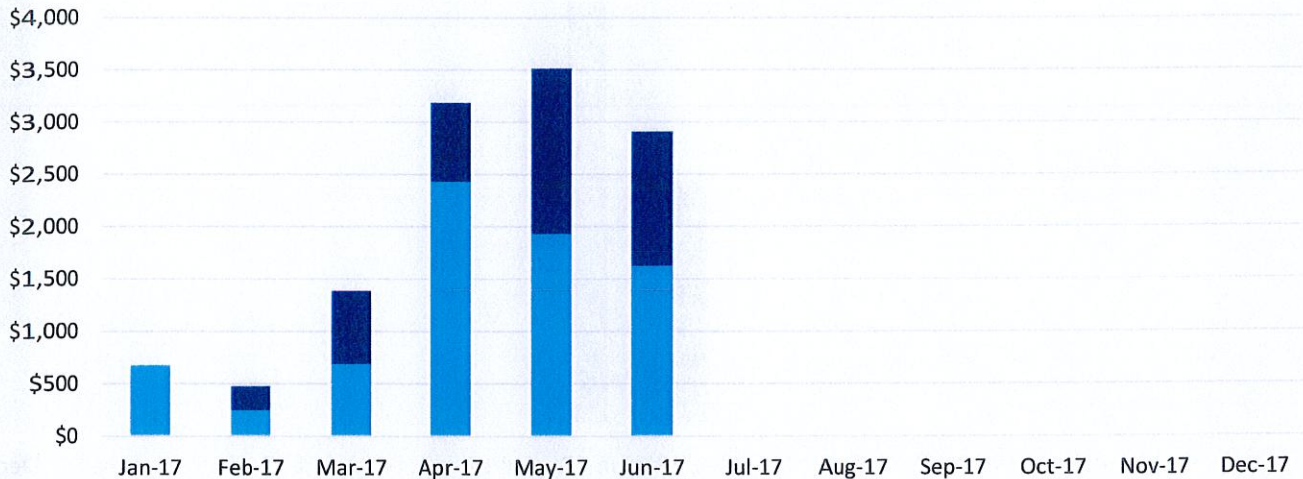
	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
<b>Shelters Rentals:</b>	\$0	\$0	\$0	\$0	\$150	\$1,000						

■ Shelters Rentals:

# Registration Department Report

**JUNE 2017**

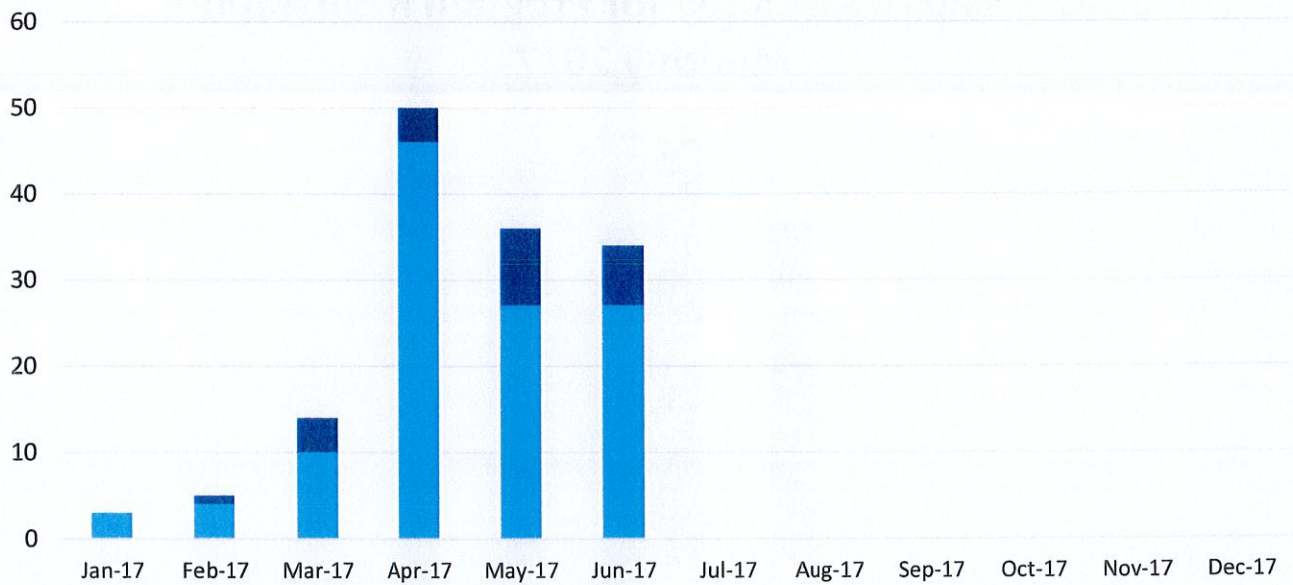
## Boat Launch 2017 Monthly Revenue



	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
NonResident	\$0	\$230	\$701	\$761	\$1,586	\$1,286						
Resident	\$672	\$246	\$685	\$2,425	\$1,928	\$1,622						

■ Resident ■ NonResident

## Boat Launch 2017 Monthly Registrations



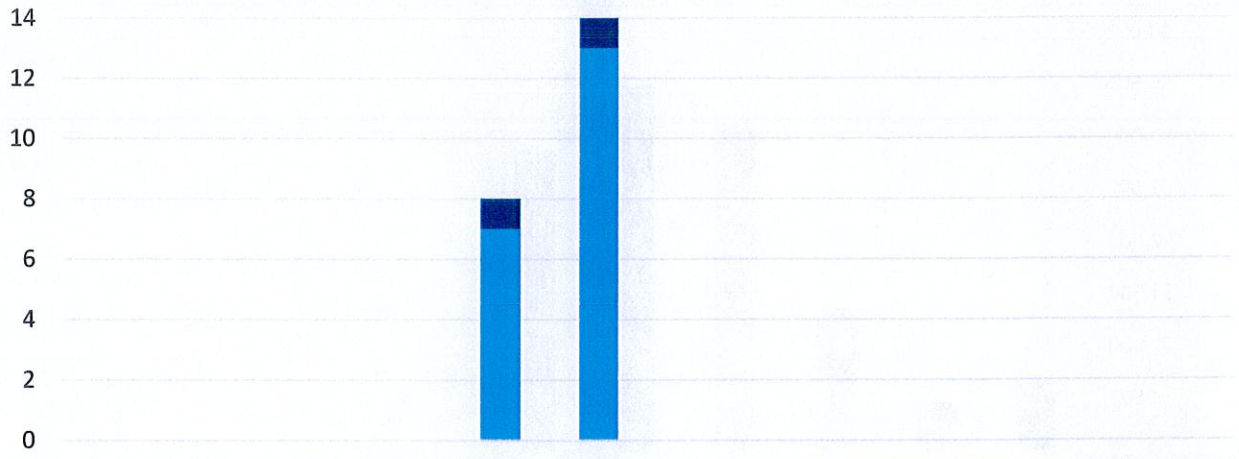
	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
NonResident	0	1	4	4	9	7						
Resident	3	4	10	46	27	27						

■ Resident ■ NonResident

# Registration Department Report

JUNE 2017

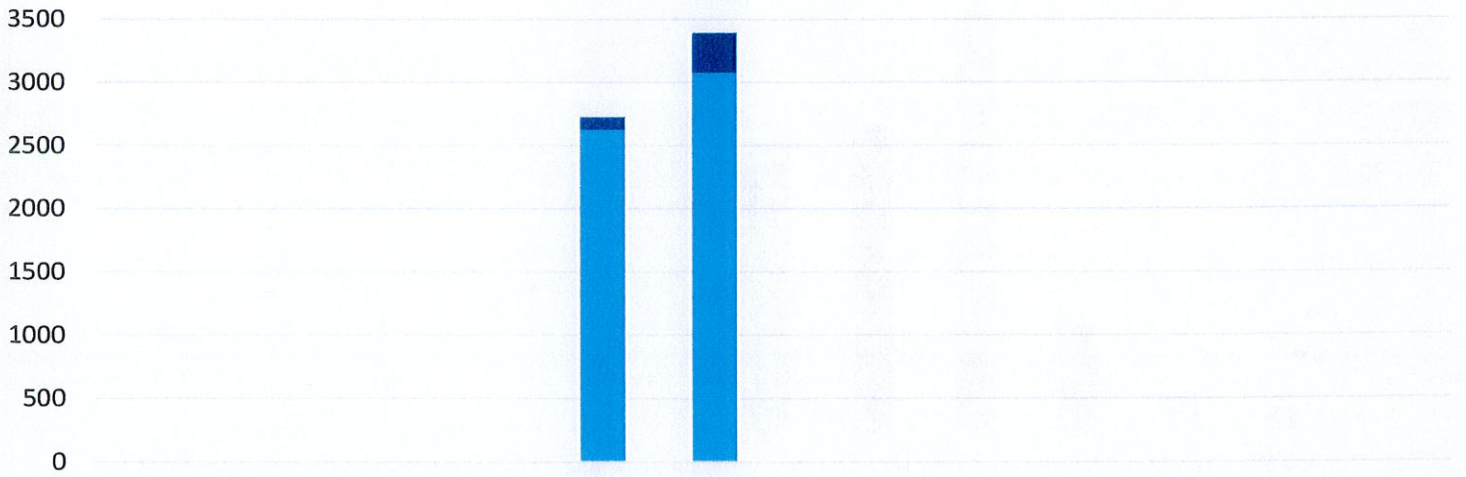
## # of Families Benefitting from Scholarships Monthly 2017



	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
MPF Payment					1	3						
Absorbed by Program					7	13						

■ Absorbed by Program ■ MPF Payment

## Scholarships Distributed for Program Registrations Monthly 2017

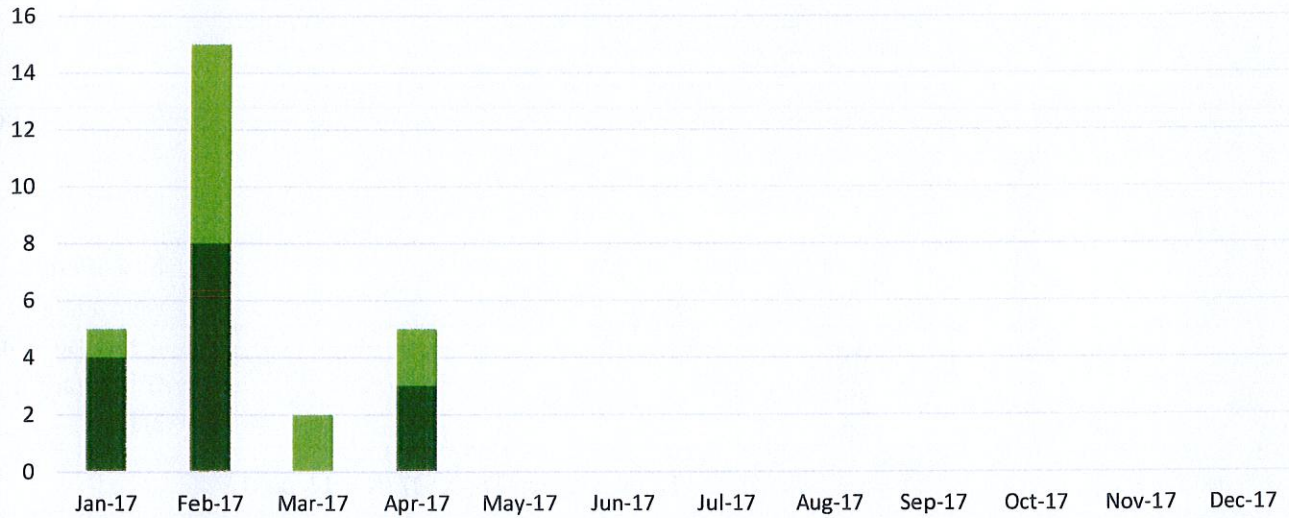


■ Absorbed by Program ■ MPF Payment

# Registration Department Report

JUNE 2017

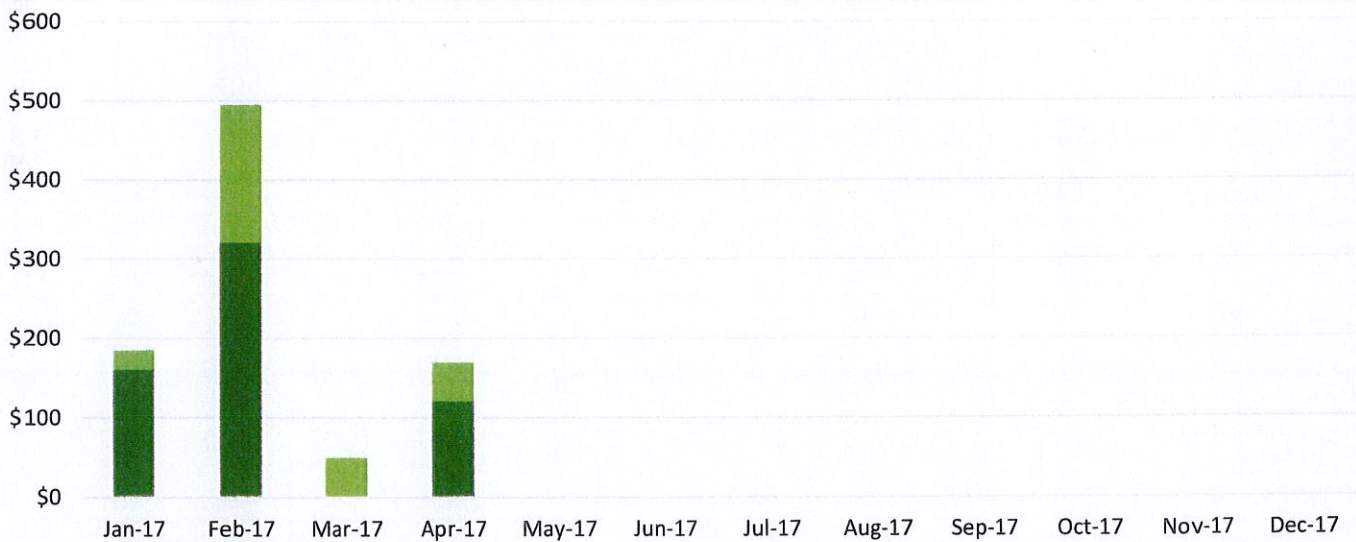
## Garden Plot 2017 Monthly Registrations



	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
Small Plot	1	7	2	2	0	0						
Large Plot	4	8	0	3	0	0						

■ Large Plot ■ Small Plot

## Garden Plot 2017 Monthly Revenue



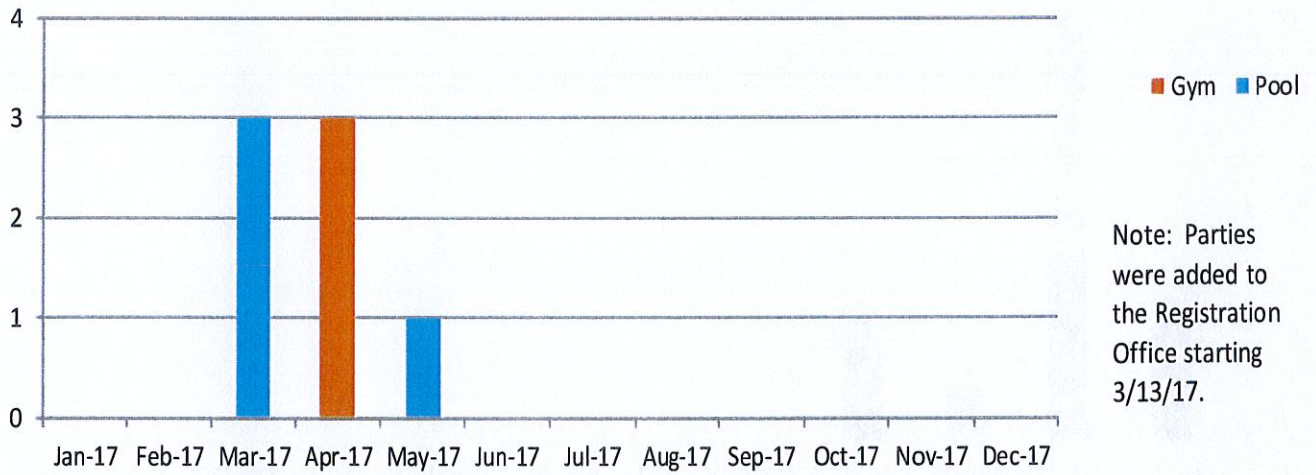
	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
Small Plot	\$25	\$175	\$50	\$50	\$0	\$0						
Large Plot	\$160	\$320	\$0	\$120	\$0	\$0						

■ Large Plot ■ Small Plot

# Registration Department Report

JUNE 2017

## 2017 Monthly MCC Party Rentals

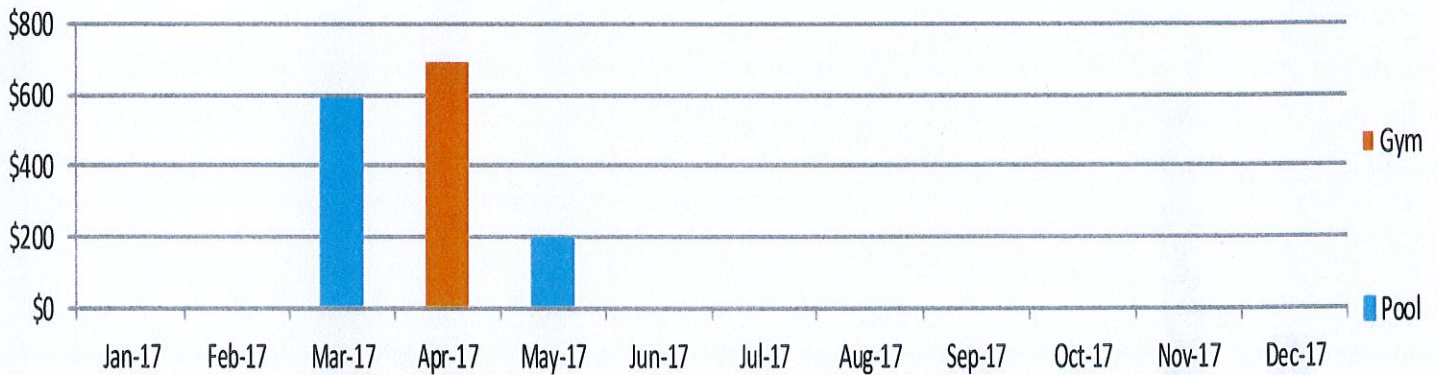


Note: Parties were added to the Registration Office starting 3/13/17.

	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
Gym			0	3	0	0						
Pool			3	0	1	0						

## 2017 Monthly MCC Party Revenue

Note: Parties were added to the Registration Office starting 3/13/17.

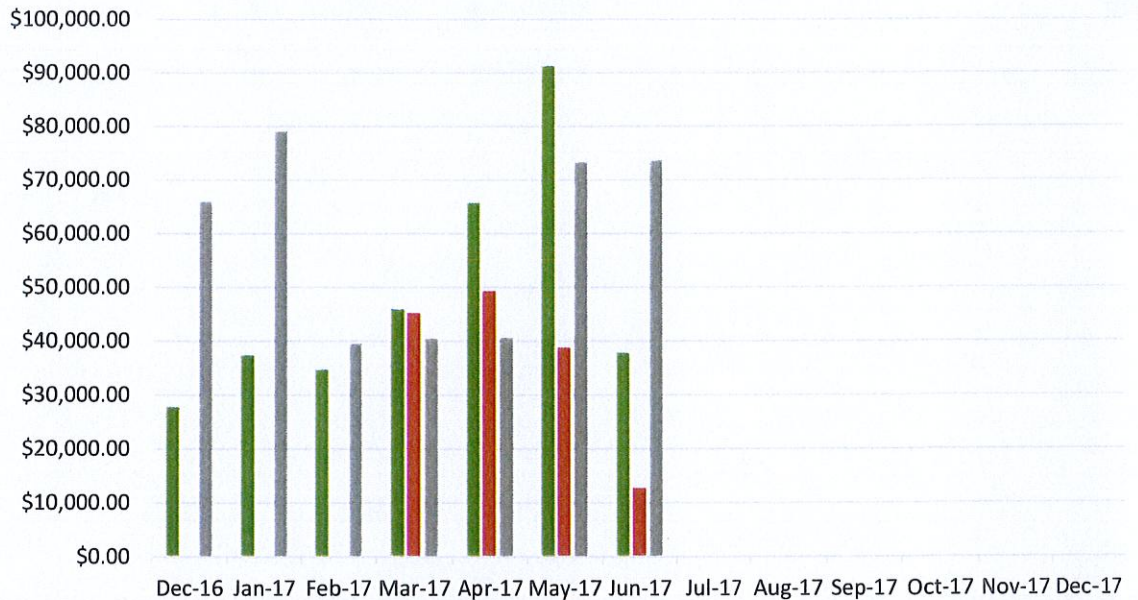


	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
Gym				\$691		\$0						
Pool			\$585		\$195	\$0						

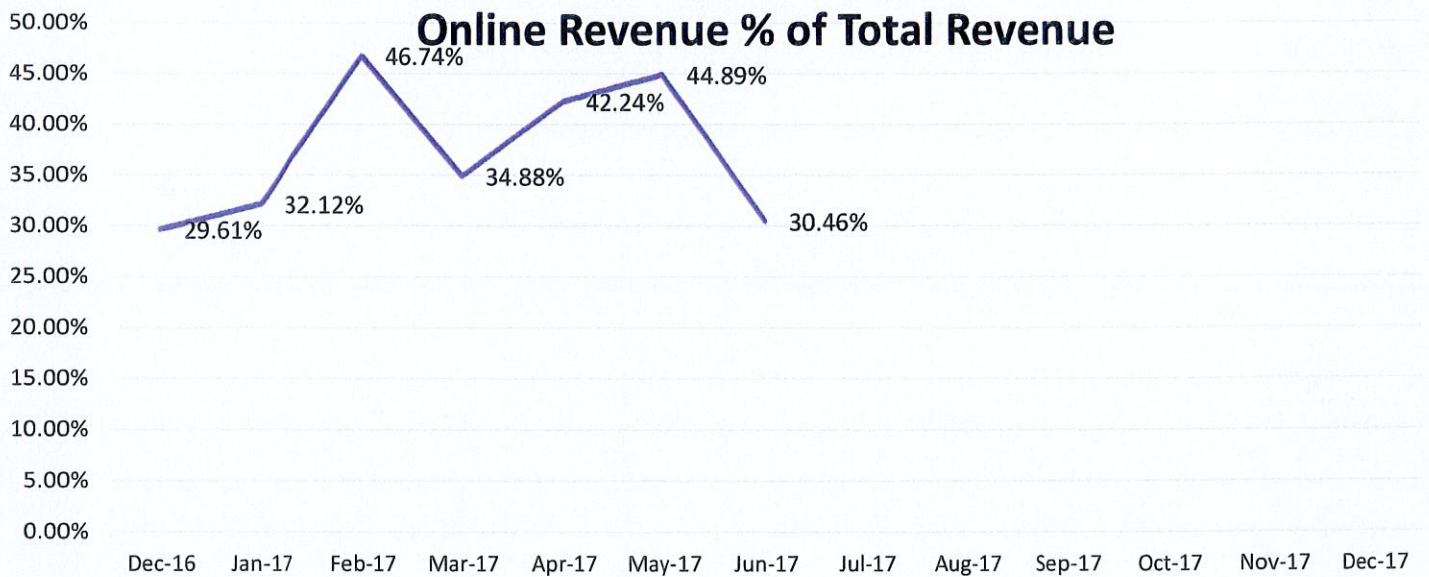
# Registration Department Report

JUNE 2017

## Online v Registration Office Cash Receipts Summary

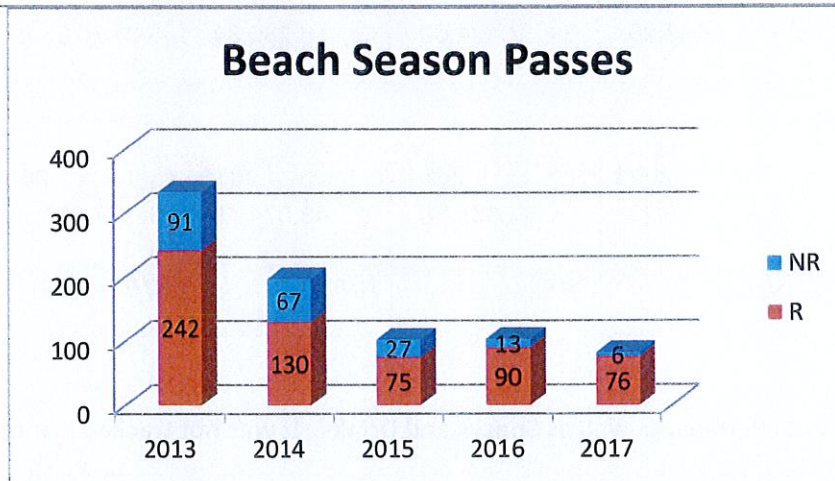
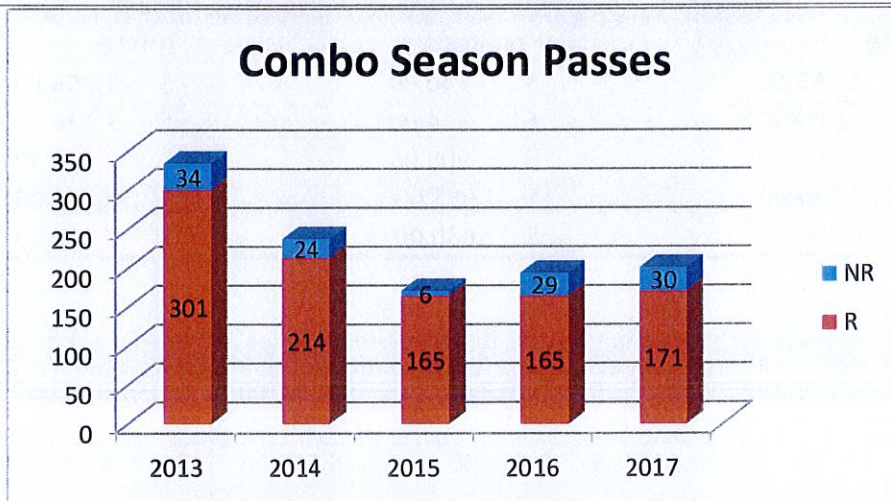
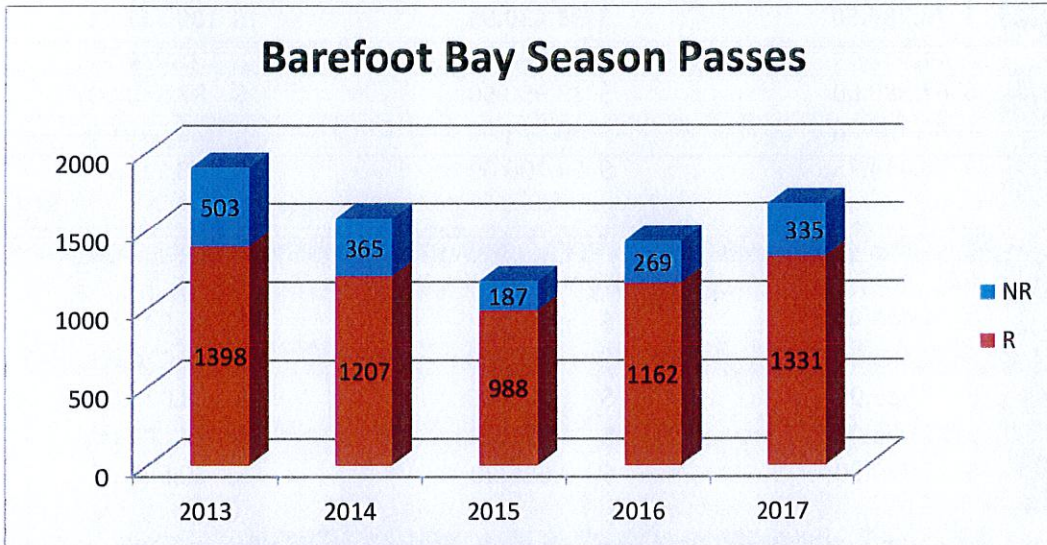


	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17
■ Online	\$27,714.84	\$37,345	\$34,623	\$45,880	\$65,672	\$91,236	\$37,774						
■ Auto Pay (LC, Parkview, Rec-Conn, BL, and Dance)				\$45,215	\$49,254	\$38,728	\$12,709						
■ Registration Office	\$65,876.73	\$78,934	\$39,454	\$40,458	\$40,548	\$73,275	\$73,542						





# November 1<sup>st</sup> - July 14<sup>th</sup> Sales



<b>Barefoot Bay Season Pass Revenue</b>			
	Res	Non-Res	Total
2017	\$ 76,286.50	\$ 33,430.95	\$ 109,717.45
2016	\$ 68,361.00	\$ 26,653.50	\$ 95,014.50
2015	\$ 67,580.00	\$ 19,950.50	\$ 87,530.50
2014	\$ 80,955.00	\$ 40,575.00	\$ 121,530.00
2013	\$ 93,414.75	\$ 54,700.00	\$ 148,114.75
<b>Combo Season Pass Revenue</b>			
	Res	Non-Res	Total
2017	\$ 5,948.40	\$ -	\$ 5,948.40
2016	\$ 7,485.00	\$ 535.00	\$ 8,020.00
2015	\$ 7,525.00	\$ 500.00	\$ 8,025.00
2014	\$ 12,075.00	\$ 1,725.00	\$ 13,800.00
2013	\$ 16,970.00	\$ 3,615.00	\$ 20,585.00
<b>Beach Season Pass Revenue</b>			
	Res	Non-Res	Total
2017	\$ 1,065.00	\$ 140.00	\$ 1,205.00
2016	\$ 1,400.00	\$ 334.00	\$ 1,734.00
2015	\$ 1,565.00	\$ 905.00	\$ 2,470.00
2014	\$ 2,536.00	\$ 1,965.00	\$ 4,501.00
2013	\$ 4,480.00	\$ 2,680.00	\$ 7,160.00

	2013	2014	2015	2016	2017
<b>Barefoot Bay Daily</b>	\$ 122,726.25	\$ 106,013.00	\$ 84,036.00	\$ 157,816.00	\$ 131,666.00
<b>Beach Daily</b>	\$ 10,210.00	\$ 5,610.00	\$ 5,640.00	\$ 6,399.00	\$ 6,492.00
<b>Spray Park Daily</b>	\$ 7,482.00	\$ 7,404.00	\$ 6,280.84	\$ 7,761.82	\$ 6,218.00

	2013	2014	2015	2016	2017
<b>BB Concessions</b>	\$ 49,396.25	\$ 55,637.00	\$ 48,074.75	\$ 77,804.75	\$ 63,132.75
<b>DLB Misc.</b>	N/A	N/A	N/A	N/A	\$ 1,560.00

\*DLB Misc includes Boat Rentals, as well as Snacks and Drinks. It was not tracked prior to this year.

Premium Memberships 2017							
	January	February	March	April	May	June	July
<b>Annual Memberships (Includes Add'l &amp; add ons)</b>							
Premium Annual	348	397	410	485	513	527	549
Ultimate ( Closed - no longer offering)	240	258	182	88	64	31	11
Indoor Pool Annual	228	254	266	305	308	301	312
Group Exercise Annual	87	91	95	100	104	106	81
Child Care Annual	1	1	1	1	1	1	1
Track	246	258	256	254	247	248	250
<b>Total</b>	1150	1259	1210	1233	1237	1214	1204
<b>Monthly Memberships (Include Add'l and add ons)</b>							
Premium Monthly	403	472	482	450	481	490	534
Indoor Pool Monthly	185	236	241	213	241	219	268
Group Exercise Monthly	99	116	123	119	133	116	140
Child Care Monthly	6	6	7	7	5	4	8
Track Monthly * Winter Special	3	3	0	0	0	0	0
<b>Total</b>	696	833	853	789	860	829	950
<b>Person Training Memberships</b>	23	48	47	33	50	38	46

<b>Park View 5 Year Comparison - month of June</b>		
	<b>Year</b>	
	<b>2013</b>	
<b>Revenue</b>	<b>\$79,500</b>	
<b>Expense</b>	<b>\$74,191</b>	
<b>Difference</b>		<b>\$5,309</b>
	<b>2014</b>	
<b>Revenue</b>	<b>\$75,424</b>	
<b>Expense</b>	<b>\$41,824</b>	
<b>Difference</b>		<b>\$33,600</b>
	<b>2015</b>	
<b>Revenue</b>	<b>\$74,006</b>	
<b>Expense</b>	<b>\$39,605</b>	
<b>Difference</b>		<b>\$34,401</b>
	<b>2016</b>	
<b>Revenue</b>	<b>\$74,480</b>	
<b>Expense</b>	<b>\$48,058</b>	
<b>Difference</b>		<b>\$26,422</b>
	<b>2017</b>	
<b>Revenue</b>	<b>\$59,831</b>	
<b>Expense</b>	<b>\$65,544</b>	
<b>Difference</b>		<b>-\$5,713</b>
<b>Indoor Pool</b>	<b>2014</b>	
<b>Revenue</b>	<b>\$75,739</b>	
<b>Expense</b>	<b>\$18,910</b>	
<b>Difference</b>		<b>\$56,829</b>
	<b>2015</b>	
<b>Revenue</b>	<b>\$28,708</b>	
<b>Expense</b>	<b>\$21,023</b>	
<b>Difference</b>		<b>\$7,685</b>
	<b>2016</b>	
<b>Revenue</b>	<b>\$24,555</b>	
<b>Expense</b>	<b>\$17,826</b>	
<b>Difference</b>		<b>\$6,729</b>
	<b>2017</b>	
<b>Revenue</b>	<b>\$16,295</b>	
<b>Expense</b>	<b>\$27,765</b>	
<b>Difference</b>		<b>-\$11,470</b>

**Mundelein Parks & Recreation District**

**Memorandum**

To: Board of Commissioners

From: Linda Miller, Superintendent of Business Services and Technology

RE: July 2017 Monthly Report

DATE: July 18, 2017

**Finance**

Finance continues to be busy handling the summer increase in revenue and payable processing due to the seasonal Aquatics and Golf operations. The financial reports for June show an increase in cash which is largely due to the receipt of three property tax distributions received in June totaling \$2,089,190.74.

**Human Resources**

Anthony Nitti completed the payrolls for the periods of 6/11/17 – 6/24/17 for 391 employees and 6/25/17 – 7/8/17 for 386 employees. He is recruiting for the positions of Superintendent of Recreation, swim instructors and lifeguards for the Indoor Pool, a Dance Instructor, and a seasonal cook. He worked on the updates to the job descriptions. He coordinated the July wellness event which was a barbeque at the Diamond Lake Sports Complex.

**IT**

IT is working on the remainder of the replacement computers scheduled to be updated for this year. I met with the IT contractors to begin the development of our Long Term IT Plan.

**Risk Management**

**Employee Injury/Illness Report**

June 13	Parkman	Arm strain while lowering the extension ladder in the lighthouse feature in the Spray Park	None to date
June 23	Lifeguard	During in-service training, guard was running into the water and slipped and fell on his back and elbows	None to date
July 7	Lifeguard	Tripped over the curb and fell on the concrete, deep scrape and cut on right knee, leg	None to date
July 5	Maintenance at Bay	Missed a step when walking down the steps on the path	None
July 10	Lifeguard	Turned/rolled ankle on stairs to the Tower; missed work July 11	None to date

**Accident/Incident Summary**

June 15	Girl, 11	Camp – leg strain while jumping on trampoline on field trip	First-aid
June 15	Girl, 7	Camp – sitting on a ball and fell off and bumped head	First-aid
June 19	Girl, 6	Camp – pushing another child in a swing and the swing returned and hit her in the lip	First-aid
June 20	Boy, 5	Camp – fell off of the swing, hit head and bloody nose	First-aid
June 20	Boy, 10	Camp – playing basketball and jammed finger of the right hand	First-aid
June 21	Girl, 16	Parkview – hit her head on bathroom door when changing shorts	First-aid
June 21	Girl, 4	Pre-school Day Camp -Two children running and bumped heads, one ended up with a bump on her head	First-aid
June 23	Boy, 13	BFB – reported his bag was stolen – police were not called	
June 23	Girl, 7	Camp – passed out on bus, 9-1-1 was called and child taken to hospital – possible dehydration	EMS
June 23	Boy 6	Camp – running in the hall, fell and hit his head on the floor	First-aid
June 27	Boy, 10	Camp – playing hockey, hit twice in knee and then hit knee on floor (left)	First-aid
June 27	Boy, 7	Camp – fell off playground glider, said his neck hurt	None
June 30	Adult Female	Indoor Pool – water aerobics felt a puncture in foot “feels like glass” – no bleeding	First-aid
July 1	3 adults	BFB – Mundelein Police called when 3 patrons indicated to cashier that they were “tweaking” and smelled of marijuana; the male had to be rescued in the diving well	Police responded
July 1	Adult Male	BFB – inhaled water and had trouble catching breath; monitored for shortness of breath	EMS called
July 3	Adult Male	BFB – harassing the staff at the Bay asking for phone numbers and inappropriate remarks; Manager felt he was intoxicated	Police responded
July 6	Boy, 8	BFB – flipped out of tube in the Lazy River and hit head on the wall, EMS called and he was transported	EMS called
July 8	Girl, 6	BFB – jumped off edge of main pool, twisted and hit chin on edge of the wall – cut on chin	First-aid
July 10	Adult Woman	Park View – walking on the track, her hip “gave out” , small laceration to left elbow and left hip pain	EMS called and transported

**Property Loss**

June 17 & June 24	TBD	2 separate boat incidents; first on June 17 propeller hit a boulder by Boat House; second on June 24 when boat not properly brought into the Boat House
July 7	No cost	P-4 rear-ended by another driver. No damage. Other driver cited. Corner of Hawley and Midlothian

**Monthly Summary**

The monthly Safety Committee Meeting was held on June 28<sup>th</sup>. Emergency Action Plans were drafted, revised, finalized and distributed for the Park District locations. Results for samples from all District water fountains were received from McHenry Analytical Water Laboratory. Only one fountain exceeded the EPA standard, and one other fountain exceeded the new standard being applied in the near future to schools, pre-schools and day care centers. A second test conducted after running the water, resulted in levels within the EPA standards. When the new regulation regarding fountains for pre-schools is implemented, we will have to develop a water management plan which could be as simple as flushing the system for a time each day or as complicated as replacing plumbing for the fountains. Training in July was conducted on Fleet Safety. The emphasis of the training this year was defining and preventing distracted driving.