

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

Monday, September 11, 2017

7:30 p.m.

AGENDA

Call To Order:

Pledge of Allegiance:

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

Approval of Minutes: Committee Meeting August 28, 2017
Regular Meeting August 28, 2017
Executive Session August 28, 2017

Approval of Disbursements: Warrants 083117, 090317, 090517,
090817, 091117 \$ 370,135.98

Correspondence:

Old Business:

New Business:

Board Business:

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 speak 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
August 28, 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 Vice President ORTEGA.

Present were Commissioners FRASIER KNUDSON, McGRATH and ORTEGA. Staff present included Executive Director RESNICK, Superintendent of Recreation KIPP, Golf Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG and Superintendent of Business Services & Technology MILLER.

Executive Director RESNICK stated she felt the price for the consultant to assess the value of our buildings was too high. She was aware of work the firm had done with other agencies and it was not equitable. Commissioner McGRATH said if naming rights could be sold for more than the cost of the consultant's fee, it would be worth it. Staff will discuss fees with the consultant and report back to the Board.

The Park District had been contacted by Mundelein High School to discuss ideas for programming on the Village Green property if the High School keeps the property. Staff is looking at ideas that will generate revenue and will share these with the High School.

The Board was updated on the search for a new Superintendent of Recreation.

Executive Director RESNICK requested an Executive Session to discuss possible real estate acquisition and a personnel issue.

President DOLAN arrived at 7:15 p.m.

Commissioner ORTEGA moved to adjourn to Executive Session at 7:15 p.m. for the purpose of Personnel 5 ILCS 120/2 (c)(1) and Purchase or Lease of Real Estate 5 ILCS 120/2 (c)(5), second by Commissioner FRASIER. A roll call vote was taken with Commissioners ORTEGA, FRASIER, KNUDSON, McGRATH and DOLAN voting yes.

The Committee Meeting adjourned at 7:15 p.m.

Secretary

**MUNDELEIN PARK AND RECREATION DISTRICT BOARD OF
PARK COMMISSIONERS, MUNDELEIN, LAKE COUNTY, ILLINOIS
HELD MONDAY, AUGUST 28, 2017 AT 7:30 P.M. AT THE
MUNDELEIN COMMUNITY CENTER ADMINISTRATION OFFICES,
1401 NORTH MIDLOTHIAN ROAD, MUNDELEIN, ILLINOIS**

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, Superintendent of Recreation KIPP, Golf Operations Manager BROLLEY, Golf Course Superintendent DORUFF, Superintendent of Buildings & Grounds SOLBERG and Superintendent of Business Services & Technology MILLER.

Commissioner ORTEGA moved to approve the minutes of the Committee and Regular Meeting of August 14, 2017, second by Commissioner McGRATH. President DOLAN repeated the motion and asked if there were any corrections or additions and none were made. A voice vote was taken with all voting yes.

Commissioner KNUDSON moved to approve Warrants 081617, 082217, 082517 and 082817 in the amount of \$677,710.93, second by Commissioner FRASIER. President DOLAN repeated the motion and asked if there were any questions and none were raised. A roll call vote was taken with Commissioners KNUDSON, FRASIER, McGRATH, ORTEGA and DOLAN voting yes.

Commissioner ORTEGA moved to place the July financials on file, second by Commissioner McGRATH. 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 FRASIER moved to place the July Police report on file, second by Commissioner KNUDSON. 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.

Board Business

Commissioner KNUDSON asked about the progress of construction of the new building. Executive Director RESNICK said it was on time and on budget as of now. President DOLAN updated everyone on the IAPD Picnics. The Wheeling picnic was cancelled due to low enrollment, but the Joliet picnic had 150 attend. President DOLAN announced the September 25 Board meeting will be cancelled.

Staff Reports

Golf

President DOLAN asked about outings at the golf course. Golf Operations Manager BROLLEY said we have a lot of smaller outings of 24-40 golfers. Commissioner ORTEGA asked why we seemed to be doing better than other golf course. Golf Operations Manager BROLLEY said the course is in good shape, we charge a reasonable fee and staff does a good job retaining customers by treating them well. President DOLAN complimented staff on the condition of the course especially with the challenging weather this year. Commissioner KNUDSON commented on the effectiveness of the dogs deterring geese on the course.

Parks

President DOLAN asked about the areas that were under water for three weeks after the heavy rains in July. Superintendent of Buildings & Grounds SOLBERG said the back of Longmeadow Park and part of the path around the pond on the east side of Leathers Park. Commissioner FRASIER complimented intern John Brueckbauer on applying for and getting the grant through Morton Arboretum. President DOLAN stated he liked the idea of the end of season cookout for the Parks Department and asked if other areas did the same type of thing. Superintendent of Recreation KIPP said that aquatics and camp staff have similar events.

Recreation

Commissioner ORTEGA said he thought the new floor at the Regent Center looked great and asked if there was much feedback. Superintendent of Recreation KIPP said the members were very happy with the remodeling. President DOLAN asked about camp enrollment being lower at the end of the season due to moving to the Community Center. He asked if this wasn't the case every year. Superintendent of Recreation KIPP said it was, but this year there was an extra week and with the 4th of July falling in the middle of the week, that session's enrollment was lower also. Commissioner KNUDSON asked about Barefoot Bay's performance. Superintendent of Recreation KIPP said season pass sales were strong but the wet and cooler weather hurt daily pass sales. President DOLAN asked about the Silver Sneaker program. Superintendent of Recreation KIPP said it will not generate much revenue for the District, but it may get more people into the facility and expose them to the Park District more. Commissioner McGRATH commented that he liked the graphs in the Rec Report and that it was good to see the amount of scholarships awarded. President DOLAN complimented staff on the good safety audits in aquatics.

Business Services

President DOLAN asked what a Wibit is. Superintendent of Business Services & Technology MILLER said it is the inflatable obstacle course at the beach.

President DOLAN announced the following service anniversaries; Nan Coutre, 30 years; Tony Elsasser, 2 years; Denise LeBeef, 17 years; April Lohr, 16 years; Jill Miller, 22 years; Tessy Perinchery, 19 years; Karen Peterson, 8 years; Alyssa Reitz, 1 year, John Rogers, 1 year, and Adrienne Zagozdzon-Marquez, 17 years.

There being no further business, Commissioner ORTEGA moved to adjourn at 7:48 p.m. second by Commissioner McGRATH. The motion was unanimously approved.

Secretary

**MEETING REMINDER
MONDAY, SEPTEMBER 11, 2017**

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

Action Items

Old Business

New Business

Updates

1. Ice Rink Feasibility
2. Naming Rights Proposal
3. Driving Range
4. Holcomb Properties

Updates

Enclosed is information for the Board to discuss regarding the feasibility of a semi-permanent ice rink at Community Park.

Tracie Ouimet spoke with a representative from the Superlative Group regarding their proposal for determining the value of naming rights. Their original proposal was \$25,000 to determine naming rights for the new building and \$10,000 for the remaining properties. They have revised this to \$25,000 for the new building and five additional properties.

We are one step closer to a “pre-application” meeting with the Army Corp of Engineers to discuss the possibility of building a driving range at Steeple Chase Golf Club. We now have a Project Manager assigned.

We now own 102 and 110 Goodwin. A letter was sent to all residents of the Holcomb subdivision letting them know this and the plans for developing a park. I am meeting with a landscape architect next week to discuss ideas and costs.

**Mundelein Park & Recreation District
Memorandum**

TO: Board of Commissioners

FR: Margaret Resnick,^{MR} Executive Director

RE: Ice Rink Analysis

DT: September 7, 2017

The Board asked staff to research the costs to construct and operate a semi-permanent, outdoor ice rink. The attached shows the estimated start up costs as well as projected annual revenues and expenses.

There were a number of assumptions made in this exercise.

First, we assumed the rink would be operational for ten weeks in the winter. This would be mid-December through early March. Summer programming could include inline hockey leagues and arena lacrosse leagues. We would not rent inline skates.

Second, to determine pricing for revenues, we looked at area rinks and spoke with area skaters. We only estimated one party and two rentals a week along with three league games a week (for five weeks) to allow time for open skate. Without open times, we won't be able to rent skates and will lose out on that revenue. Another option would be to increase rental and/or party times and eliminate the skate rentals. This would reduce skate purchasing and storage and staff issuing equipment. We could eliminate the purchase of a sharpener which would also reduce staff time, but we would need to add in the expense of sending the skates out to be sharpened.

Third, the price for the resurfacing machine is for a used machine. There are much less expensive options, but they are more labor intensive and will not produce the same quality ice. If we purchase the larger (ride on) machine, we will need to build a shed type building to keep it at the rink.

Finally, we did not include any costs to put a shelter type structure over the rink. The reason this would be beneficial is to keep the sun off the ice. The warmth of the sun on the ice will cause melting which will require more maintenance. It will also keep some snow off the ice.

Ice Rink Feasability

EXPENSES

Start Up Costs

Concrete Pad & System	\$	340,000
Resurfacing Machine (used)	\$	30,000
Skates (60 x \$50)	\$	3,000
Additional Netting	\$	3,850
Sharpener	\$	750
Total	\$	<u>377,600</u>

Annual Costs

Utilities	\$	20,000
Glycol	\$	9,000
Parks Labor	\$	7,500
Recreation Labor	\$	2,000
Winter Leagues (Refs/Supplies)	\$	1,600
Summer Hockey (Refs/Supplies)	\$	3,400
Lacrosse Leagues (Refs/Supplies)	\$	3,400
Concessions	\$	1,000
Total	\$	<u>47,900</u>

REVENUES

Skate Rental (100 x \$8)	\$	800
Winer Leagues (6 teams @ \$350)	\$	2,100
Winter Parties (10 x \$150)	\$	1,500
Winter Rentals (20 x \$100)	\$	2,000
Summer Hockey Leagues (18 teams x \$250)	\$	4,500
Arena Lacrosse Leagues (18 teams x \$250)	\$	4,500
Concessions	\$	2,000
Total	\$	<u>17,400</u>

Annual Surplus/(Deficit)	\$	<u><u>(30,500)</u></u>
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