

The May 19, 2010 meeting of the Dundee Township Park District Board of Commissioners held at the Randall Oaks Golf Course Clubhouse was called to order at 7:03 p.m. by President Frank Scarpelli. Commissioners responding to roll call were: Jim Bonkoski, John Meschewski, and Frank Scarpelli. Erin O'Leary and Craig Rakow were absent.

Consent Agenda

1. Approval of Items to be Considered for Consent Agenda – Meschewski made a motion with a second by Bonkoski to approve the Items to be Considered for Consent Agenda to include: May 5, 2010 Board Meeting Minutes, Budget Report, Payment of Bills, and May Personnel List. The motion passed 3 to 0.
2. Approval of Consent Agenda – Bonkoski made a motion with a second by Meschewski to approve the May 19, 2010 Consent Agenda. The motion passed 3 to 0.

Staff Reports

Director of Golf Operations Jeff Huseman explained that both golf courses made a profit last year. He reviewed a golf revenue and expense comparison report for the last 3 fiscal years. Randall Oaks ended the 2008 fiscal year with a loss of \$122,120 compared to ending the 2009 fiscal year with a profit of \$27,385. He stated that this was possible primarily because of reduced expenses. Food and Beverage revenue is down about 23 percent. The 2010 budget anticipates a profit of \$13,700 for Randall Oaks.

Huseman reported that Bonnie Dundee had a loss of \$75,788 for the 2008 fiscal year and a profit of \$123,688 for the 2009 fiscal year. Next year a profit of \$37,743 is budgeted for Bonnie Dundee. The increase is primarily due to increased sales, good expense management and the elimination of one full time position.

Season pass sales at Randall Oaks were up \$15,000 over last year. Season pass sales at Bonnie Dundee were down \$2,000 from last year. Rounds of golf at Randall Oaks were up 18% and rounds at Bonnie were up by 20%.

Huseman discussed improvements that are being made at Randall Oaks. Netting is being installed at the second hole by the instruction tee. New hot water heaters were installed in the Clubhouse. Both east facing banquet room doors are being replaced. The catering office is being updated. The roof of the Clubhouse will be replaced this summer. The outside grill is open on weekends starting this past weekend.

A lower weekend rate of \$39 per person for foursomes before 10 a.m. was added at Bonnie Dundee.

Discussion took place regarding the popcorn machine at Randall Oaks. Huseman explained that the machine is broke and is not repairable. There have been numerous

complaints from patrons who miss the popcorn. Huseman explained that the popcorn has been replaced with pretzels. A new machine would cost \$700.

Food and Beverage Manager Bill Soplanda told the Board that he believes the popcorn caused a mess on the floor and the bar. He feels Randall Oaks is a more upscale establishment than the type of place that serves free popcorn. His philosophy is to not serve free food when you have food available to sell to patrons. If a new popcorn machine is purchased, he would like the snack shop to be in control of handing the popcorn out. It would need to be controlled better than it was previously. Discussion followed regarding liquor sales and prices. Scarpelli suggested doing a comparison of liquor sales for the period since the popcorn has not been available versus liquor sales last year when popcorn was available.

Executive Director Tom Mammoser stated that staff is dealing with a knee-jerk reaction to the popcorn being gone. Staff knew there would be a backlash from the situation. He agrees with Soplanda that the messiness caused by the popcorn can result in a conflicting image when there is an important event in the banquet area. He feels that the popcorn could be brought back if it is handled in a more controlled manner.

Scarpelli inquired about having two different pricing menus for alcohol sold on the beverage cart compared to liquor sold at the bar. Soplanda explained that the prices are the same no matter where the liquor is sold and the reasons behind keeping it that way.

Bonnie Dundee Golf Course Manager Jim Opp said that the goal for the season will be to repeat the financial success of last fiscal year. There were 32,000 rounds of golf played at Bonnie last year. The \$39 weekend rate was not successful at Bonnie, but they will keep that offer for permanent tee time holders this year. They have picked up a few new outings for this season. Staff is in place and he reported that he has a few more employees this year. The course is in great shape and is drying out after the heavy rain a week ago. There is a new Monday night league of 20 players. All other leagues have returned. The Elgin Sun City league grew from 30 to 50 players. The numbers for league play in general is up from last year. Opp reported that he has one new volunteer employee who works two days a week.

Randall Oaks Golf Course Manager Steve Gillie reported that green and cart fees are up about 25% over last year for the same time period. There is one new league signed up for Thursdays. Permanent tee time numbers are the same as last year. There are 184 permanent tee time players over the two weekend days. Season membership is projected to increase by 17% this year. Outing bookings are ahead of last year. Driving range growth is about 5% over last year. The Pro Shop sales have been very strong. Sales on Demo Day totaled \$11,000 compared to \$4,800 last year. Lesson programs are also showing growth. Last night was the open house for the Junior Golf program and there was a very good turnout. Gillie stated that it has been a very positive start to the golf season.

Superintendent of Golf Maintenance Mike Sprouse stated that the department is balancing responsibilities with the fewer number of staff this season. He discussed the mowing schedules. Greens have been aerated at both courses. There was flooding on the 14th hole as a result of the heavy rains last Thursday. Staff has done some minor tree planting along the range at Randall Oaks. At Bonnie they planted trees at the 11th hole. Sand was replaced in some of the bunkers at Bonnie. Bunkers were repaired at Randall Oaks. The Links course is coming along very well. The greens are growing in nicely. The fairways are lagging a bit behind but he hopes they will catch up by August. Discussion ensued about the rain last week and what type of routine checking Sprouse does to help alleviate flooding situations. Discussion also took place regarding aeration of greens and informing golfers when the course will be affected by the work.

Food and Beverage Manager Bill Soplanda told the Board that he has now been with the District for four months. He stated that Randall Oaks is a wonderful place to work. He has held one on one meetings with all staff and has also met with all the vendors. He has set goals for staff. He has reviewed all contracts. He has decided to eliminate some of the cleaning services in order to save money. He is also adjusting product orders which will also save money. He is involved in negotiations with Pepsi on next year's contract. He is in the process of evaluating banquet sales. Currently there are only four weddings scheduled for this summer and two of them are for employees. Other area banquet halls that he contacted are sold out. He wants to figure out why people are not looking to Randall Oaks. He would like to bring the number of weddings to 15-20 per year. He is working on developing a new menu. The Easter brunch that was held was very successful and made \$1700 in profit. Next year he will add a Mother's Day brunch as well. He plans to do a cost analysis on a monthly basis in order to stay proactive with where the department stands. He would like to see a Friday fish fry implemented this fall. He is looking forward to working with the golf department on outings scheduled for this summer especially the Knox Outing in particular.

Meschewski asked about ordering food from the course using a cell phone to pick up on the turn. Perhaps a sign could be posted on the ninth hole with information about placing an order. Soplanda stated that he will look at options to make that happen.

Scarpelli stated that this is going to be Jeff Huseman's last Board meeting. He thanked Huseman for the time and effort he has put in to the golf department during a difficult managerial time as well as a difficult time for the golf industry. Huseman has helped to get the golf department back on track. Mammoser stated that it has been a very good relationship between Huseman and the Park District. He thanked the Board for allowing Huseman's role to be expanded from consultation work to full time status. Between the 2008 and 2009 season the golf department made a \$350,000 turnaround. Huseman was able to do a lot in a short period of time. Huseman is leaving the District in a much better place than when he first started with the District.

Citizens to be Heard

John Cichowski of East Dundee stated he was representing the Dundee Township Lions Club. He inquired about the sign at the entrance to Lions Park and why the logo was taken away from the sign. Deputy Director Don Kappel explained that the Lions Club renovated the two signs. Cichowski also questioned the signage at Bartels Park and why William C. was not on the sign. Kappel explained that it was an oversight when the new sign was constructed and that it will be corrected. Scarpelli explained that several years ago the Board decided to have all Park District signage replaced with new signs that fit into a standard format so that all parks belonging to the District would be recognized as being Park District parks.

Director's Report

1. NISRA Golf Outing, June 10, Randall Oaks Golf Course – Mammoser reported that the NISRA golf outing will be held on June 10th at Randall Oaks Golf Course. The District has one foursome reserved and Mammoser asked the Board to let him know if they want to participate.
2. Bonnie Dundee Sidewalk Update – Mammoser stated that the Village of East Dundee has agreed to donate \$15,000 towards the project in the form of \$5,000 over the next three years. Cichowski was very helpful in working with the Village Board to get that done. Mammoser stated that the Library is not going to donate any funds towards the project. Mammoser has not heard if the Township will donate funds for the project. Plote has indicated there is still a shortage of funds for the project. Plote has donated \$30,000-\$40,000 of their total share of \$70,000. The cost estimate of the entire project is \$163,000. Mammoser hopes the project will move ahead and anticipates having a decision by early June. Cichowski stated that he understands IDOT does not want any shrubbery on the side of the road, only sidewalk and grass. He also stated that a culvert will be needed by the drive. He questioned the funds being short by \$30,000. Mammoser stated the Park District has only been involved in the fundraising aspect of the project. The engineering and the design has been done by Plote with IDOT approval.

President's Report

None.

Old Business

None.

New Business

1. Ordinance No. 10-04, an Ordinance authorizing the issuance of General Obligation Park Bonds (Alternate Revenue Source) – Scarpelli read the Ordinance. The Board is not recommending going to issue for the full \$20,000,000 but to have the ability to do so.

Meschewski made a motion with a second Bonkoski by to adopt Ordinance No. 10-04, an Ordinance authorizing the issuance of General Obligation Park Bonds (Alternate Revenue Source) of the Dundee Township Park District, Kane and Cook Counties, Illinois, in an aggregate principal amount of not to exceed \$20,000,000. The motion passed 3 to 0.

2. Permission to Bid Gym Floor Recreation Center – Mammoser explained that the funds to replace the gym floor at the Recreation Center were put into the budget. Deputy Director Jim Miller and some of the recreation staff have been touring facilities to look at other gym floors for ideas. Miller stated that they have decided on a rolled floor somewhat similar to the current floor at the Recreation Center gym. They saw examples of the floor at two locations that they toured. He stated they want to stay away from poured floors which seem to have more problems. Mammoser stated that there is \$120,000 in the budget for a new floor. He said the bids should come back before the Board by midsummer and the floor would be installed the second week of August.

Meschewski made a motion with a second by Bonkoski to approve going to bid for Gym Floor at the Recreation and Fitness Center as discussed. The motion passed 3 to 0.

3. June 2, 2010 Board Meeting Location – Mammoser stated that the Randall Oaks Clubhouse will not be available for the June 2nd Board Meeting. Therefore, he would like to move the June 2nd meeting to the Recreation and Fitness Center in the Carpentersville room.

Bonkoski made a motion with a second by Meschewski to move the June 2, 2010 Board meeting to the Recreation and Fitness Center in the Carpentersville Room. The motion passed 5 to 0.

Executive Session

At 8:48 p.m., Meschewski made a motion with a second by Bonkoski to move that the Board convene into Executive Session under sections 2(c)(1), 2(c)(5), 2(c)(11), and 2(c)(21) of the Open Meeting Act for the purpose of discussing personnel, land acquisition, litigation, and reviewing prior meeting minutes. The motion passed 3 to 0.

At 9:48 p.m., Meschewski made a motion with a second by Bonkoski to move that the Board reconvene into regular session. The motion passed 3 to 0.

Approval of Executive Session Minutes

Meschewski made a motion with a second by Bonkoski to approve the Executive Session Minutes from May 5, 2010 as presented. The motion passed 3 to 0.

Additional New Business

None.

Recess Meeting

Meschewski made a motion with a second by Bonkoski to recess the meeting until May 26, 2010 at 6:30 p.m. at the Randall Oaks Golf Course Clubhouse. The motion passed 3 to 0. The meeting recessed at 9:50 p.m.

Reconvene Meeting at 6:30 p.m. on May 26, 2010 at the Randall Oaks Golf Course Clubhouse

President Frank Scarpelli asked for a motion to reconvene the May 19, 2010 meeting of the Dundee Township Park District Board of Commissioners. Meschewski made a motion with a second by Bonkoski to reconvene the meeting. The motion passed 5 to 0.

Commissioners responding to roll call were: Jim Bonkoski, John Meschewski, Erin O’Leary, Craig Rakow and Frank Scarpelli. The meeting reconvened at 6:40 p.m.

Board Workshop

Mammoser welcomed Bill Inman and Bob Ijams from Hitchcock Design Group. Inman reviewed the Comprehensive Plan process up to this point. He stated that the purpose of the meeting tonight is to prioritize the preferences that have been brought forth from the information that has been gathered.

Ijams stated that there are three main areas of alternative strategies: 1) District-wide alternatives, 2) property acquisition, and 3) park analysis.

District-wide alternatives – Ijams stated that staff already has a repair and replacement program schedule for playgrounds and facilities. A design prototype could be created for individual park sites so that a standard could be followed for new parks or improvements to existing sites. Improvements to park identity and access to parks would be beneficial.

Property acquisition – District service areas were mapped and revealed where there are gaps in facilities and parks. There are commercial areas that are lacking in amenities where the District does not own any land. Mammoser stated that the District has never had the opportunity to work with the Village of Sleepy Hollow on any park developments in that area.

Park analysis strategies – Ijams discussed the fact that Sleepy Hollow pool is nearing its life expectancy and that will create the need for a new west side pool in the future. Programming for the Bartels property will be contingent upon what happens at the Brunner property. The site at Randall Oaks Park is conducive from an access and visibility point of view for a new recreation center. Ijams reviewed and discussed strategies for each of the District’s major parks.

The Board participated in a discussion regarding the comprehensive review. Topics of discussion included ideas for an east side skate park, development of the Bartels and Brunner property, relocation or expansion of the maintenance department, and Hickory Hills, Williams and White Oaks Parks.

The Board concurred that the highest priority is the development of a west side recreation center at the Randall Oaks Park site. The second priority is a tie between development of the Brunner property and an east side skate park.

Ijams explained the next step will be to prepare the final recommendation for the comprehensive plan which will prioritize a five-year plan of action. The final document will be presented to the Board at the June 16th meeting for approval.

Executive Session

At 8:02 p.m., Meschewski made a motion with a second by O'Leary to move that the Board convene into Executive Session under sections 2(c)(1), 2(c)(5), 2(c)(11), and 2(c)(21) of the Open Meeting Act for the purpose of discussing personnel, land acquisition, litigation, and reviewing prior meeting minutes. The motion passed 5 to 0.

At 8:30 p.m., Meschewski made a motion with a second by Bonkoski to move that the Board reconvene into regular session. The motion passed 5 to 0.

Adjourn Meeting

Rakow made a motion with a second by Meschewski to adjourn the meeting. The motion passed 5 to 0. The meeting adjourned at 8:31 p.m.