

The March 21, 2007 meeting of the Dundee Township Park District Board of Commissioners held at Randall Oaks Golf Course Clubhouse was called to order at 7:00 p.m. by President Craig Rakow. Commissioners responding to roll call were: Jim Bonkoski, Bud Lachel, Craig Rakow and Frank Scarpelli. June Keibler was absent.

Consent Agenda

Rakow asked for a motion to approve the Consent Agenda for: Approval of March 7, 2007 Board Meeting Minutes, Payment of Bills, and March Personnel List. Scarpelli made a motion with a second by Bonkoski to approve the Consent Agenda. The motion passed 4 to 0.

Staff Reports

Director of Golf Frank Chiappa informed the Board that Randall Oaks Golf Course will open for the season on Friday, March 30th. Staff has been preparing carts and getting the range ready. There has been good range traffic on the warmer days. Several league meetings have been held. There is a new Friday evening league starting this season. The league meetings have been well received. Food and Beverage Director Jeff Howard handles the food service for the meetings and Chiappa and Golf Pro Steve Gillie talk to the league members and answer any questions they may have about the golf operations. Spring merchandise is arriving daily and the Pro Shop is up and running.

Executive Director Tom Mammoser discussed the status of the Dundee Crown Charger golf outing. Staff met with Al Zinke from Dundee Crown last fall to discuss the costs they incurred when the outing was held at the Golf Club of Illinois last year. The District put together a proposal for Dundee Crown to hold the outing at Randall Oaks this year. The District matched or was lower on every component of the outing compared to what GCI charged the year before. The District also included a season pass in its proposal that Dundee Crown could use as a raffle prize. The District is waiting to hear back from Zinke on their decision. Discussion followed regarding the outing and how it will impact the Friday night league.

Bonnie Dundee Clubhouse Manager Jim Opp told the Board that Bonnie Dundee Golf Course is scheduled to open this Friday. With the major rain that came down today the status of the course will be assessed Friday morning. The Clubhouse has been cleaned and is set up and ready to go. The food and beverage operation is ready. There are tee times set up for this weekend. The same Monday through Thursday leagues as last year have returned this season. Opp plans to offer special promotions on Fridays and the barbeque grill will be available on Friday and weekends. He estimates that 85% of the outings will return this year. Three permanent tee time groups did not return this year.

Superintendent of Golf Maintenance Mike Sprouse explained that he wants to make the decision tomorrow if Bonnie Dundee Golf Course will be ready to open due to the heavy rain today. Generally Bonnie Dundee recovers pretty quickly from heavy rains. Staff has been doing spring cleanup at both courses. The initial observation of turf at both courses coming out of winter looks pretty good. He anticipates doing some initial mowing next week. Staff is doing some tree removal at Randall Oaks. The Park Services staff is

building a new portable toilet enclosure on the 3rd and 5th tees. Last fall an enclosure was built on the 13th hole. There are some issues at Randall Oaks that have never happened before which are occurring as a result of the Opus development on the southern edge of the course. In the past, the out flow of water from the golf course was always through the Weismann property. The course was vulnerable to flooding as a result of failed field tile on the Weismann farm property. If the course was under extreme wet conditions, the water would flow to the farm and in time would absorb into the ground. Things changed when the mass grading was done by Opus to develop the property. Grading was done at the northeast corner which blocked any water from standing during a large rainfall. The water now runs back onto the golf course. The engineer that worked on the golf course renovation project was called in to look at the situation and concurred that this is not a good thing. He drew up a model of what could happen under certain circumstances and what would be required to rectify the situation. Staff met with the Village of West Dundee regarding the issue. They acknowledged that there is a problem and began measures to correct it. In the meantime, with the melted snow from a couple weeks ago, the situation worsened. There was no outflow and pumping had no result. Representatives from West Dundee and Opus met and put together a recovery plan for the short term. Sprouse stated that staff from West Dundee has been very attentive to the situation. They initiated pumping and had staff on site two or three times a day to monitor things. The situation has now improved but there needs to be a long term solution to the problem. Sprouse feels that in the long run when the problem is addressed the situation will be much better than when the water was left to drain into the farm field.

Mammoser explained that Opus's initial plans for the drainage system were flawed and it created a bad situation for the golf course. The course saw worse flooding conditions than it had prior to the development. The engineering firm of Burke works for the Village of West Dundee as an arbitrator in regards to the situation. The Village has been very responsive since they were made aware of the problem. There has been no dispute that things are not right. Under the Village's direction, Burke has been expediting the process. The first step is to fix the drain tiles which will help. The next step is for a proposal to be drawn up by Opus engineers. The District will have an opportunity to review that proposal along with Weston, our engineering firm. The hope is that out of this process the District will end up with a better situation than before the property was developed. Scarpelli asked if there has been any discussion with West Dundee or Opus regarding reimbursing the District for any fees incurred by the District for Weston's fees. Mammoser stated that thus far the expense for Weston has been fairly minimal. He has not approached the Village about reimbursement because he wanted things to keep moving towards a resolution for the immediate problem. The expenses can be assessed when the situation is under control. Mammoser stated the District will contact PDRMA to make them aware of the situation.

Sprouse stated that he would like the District to consider addressing a drainage issue with Dundee Township that exists directly behind the house owned by the Township that is adjacent to the golf maintenance facility. There is a low area there that holds water and it backed up into the septic system at the maintenance facility and caused the septic system to shut down.

In the absence of Food and Beverage Director Jeff Howard, Mammoser told the Board that an Easter Brunch will be held on April 8th at the Clubhouse. Current reservations total 200 and there will be two seating times. This event has not yet been advertised in the newspapers. The brunch has been advertised on the electronic message sign. Wedding bookings continue to be strong and inquiries are coming in for 2008 bookings. Customer service training for staff is proceeding well. Summer staff is being hired. A new hot cart and holding cabinet will be purchased for the kitchen that will allow for faster banquet delivery service for larger parties.

Director of Marketing Helen Shumate said she will meet tomorrow with Chieppa regarding golf course marketing. She has met with Howard in the food and beverage department and the recreation staff regarding marketing.

Citizens to be Heard

None.

Director's Report

1. Kane County Forest Preserve District Request re: Helms Woods – Mammoser explained that Kane County Forest Preserve sent the District a letter requesting financial assistance for the removal of buckthorn in Helms Woods which is adjacent to property owned by the Forest Preserve. They requested \$16,000 to eradicate the buckthorn that lies on the Park District portion of the woods that amounts to about ten acres. The Forest Preserve informed the District that they could reimburse the funds to the Forest Preserve over a two year period. Initially, Mammoser received an e-mail request from Drew Ullberg who is responsible for the Forest Preserve properties in the Dundee Township area. Mammoser responded back to Ullberg for clarification on a breakdown of the costs. Mammoser had stated in that e-mail that the District would like to have the Forest Preserve assist with funds for a trail linkage at Raceway Woods over a portion of the old track located on the Forest Preserve property south of the silo. Ullberg replied back that the Forest Preserve does not want to tie the two projects together. A separate division of the Forest Preserve would need to address the Raceway Woods issue. Mammoser feels it is unusual for the Forest Preserve to ask the Park District for funds. The Park District has been involved with the Forest Preserve in a cooperative way since the District acquired Raceway Woods in 1992. The Forest Preserve moves in a very slow manner. The trail system at Raceway Woods has always been a priority focus of the Park District. The District has done all it can do on the Park District portion of Raceway Woods for the trail system to work. To complete the trail system, work needs to be done on the Forest Preserve owned portion of Raceway Woods.

Mammoser explained that Commission June Keibler expressed thoughts on the subject by telephone today with Assistant Director Don Kappel.

She stated that the District should not confuse Raceway Woods and Helm, that each stands on their own merit. Two different Forest Preserve departments are working on Raceway Woods and Helms Woods so she does not think leveraging Helms for Raceway progress will get the District any further ahead. She thinks the Helms offer is very generous. She had talked to the Forest Preserve landscape architect previously and he said that Raceway Woods is moving up on the Forest Preserve's priority list. Keibler feels the District should enter into a land/water protection preserve with the Township and Forest Preserve similar to the nature preserve that exists at Kemper and Helms and that would move the Raceway Woods higher up the Forest Preserve's priority list. She feels we should take care of Helms and then work on Raceway Woods because we will not get another opportunity to preserve Helms Woods. Keibler is wholeheartedly in favor of the restoration proposal. She suggested that the District's portion of the fee could be reduced by reducing the number of acres that is worked upon on District property.

Rakow stated that he has cleared buckthorn off his own property and knows it is good to remove it. He stated that it is very invasive. Mammoser added that the Forest Preserve has done a substantial amount of work on their property to eradicate the buckthorn and they would like to move on to the District's property to eradicate it so that it doesn't come back on to their property. The amount of money they are asking for is prorated based on the amount of acreage the District owns at that location.

Mammoser stated that annually the District spends approximately \$10,000 at Raceway Woods on different projects. The Park District's mission is fairly broad as far as the different types of programs and services provided to the community whereas the Forest Preserve's mission is more narrow. They are not involved in active recreation and they do not have a lot of facilities. The Township's mission is more along the lines of preservation and conservation of their properties. \$16,000 in a \$15,000,000 budget is not a significant amount but it represents funds that may be taken away from another project. On the other hand, ignoring the buckthorn could have damaging effects on the property in the future.

Discussion followed and questions were asked that Mammoser could not answer about the buckthorn situation. He stated this matter could be tabled until Commissioner Keibler is present and the District could ask a representative from the Forest Preserve to attend the meeting to answer questions.

2. Golf Training Session Update – Mammoser stated that the District has been conducting a training program for golf course employees based on the contract with Jeff Huseman. The first general training session was held on Monday. About 38 staff attended and represented the golf

department from Randall Oaks as well as Bonnie Dundee, the food and beverage department and the golf grounds department. The class lasted just under five hours. The part time staff was made up primarily of the senior staff who are available now and did not include any college or other help that will be hired later. The session started out with a basic overview of the state of the golf industry. The training program emphasizes customer service, focusing on word of mouth advertising. The other point of the program is to stay away from discounts that create a spiral of doom where customers are loyal to discounts and not loyal to the course. Mammoser feels this is an effective and productive program. It needs to be noted that the District has two different golf courses with Randall Oaks and Bonnie Dundee. Bonnie Dundee has been distinguished by price point over the last several years. The District may not be able to move very far away from that at Bonnie Dundee. Staff needs to talk more about the focus at Bonnie Dundee Golf Course with Huseman. There will be follow-up meetings with individual staffing areas and specific training and skill development will take place in the future.

3. Five Year Capital Improvement Plan – Included in the Board Packets was a five year capital improvement program that is intended to be used as a planning tool. The information was compiled as a result of brainstorming sessions by staff. The costs shown for projects or purchase to be made over the next one or two years are more specific and costs shown for items to be considered for three or more years in the future are not as clear cut. The figures shown are estimates and may have been derived from specific discussions with vendors or contractors, or they may be best estimates from staff. The Recreation department timeline includes some projects that have smaller dollar amounts because they are for more specific assessments, compared to the larger dollar amounts under the Park Services department list that are for projects that are more general and include larger ticket items. The documents are intended for use to begin the planning process for future projects and purchases by the District.
4. Legislative Conference – Mammoser informed the Board that the Legislative Conference will be held May 1st and 2nd in Springfield. There is a Board Meeting scheduled for May 2nd. Further discussion regarding Mammoser's conference attendance will follow at a future Board Meeting.

President's Report

None.

Old Business

Raceway Woods Pedestrian Bridge – Mammoser stated that the pedestrian bridge at Raceway Woods was taken down last week. There was some concern expressed about the removal of the structure by the Redmers who are extensively involved in work at the property. One of the Redmer's focus is to preserve the race track. The District decided

to take the bridge down because of safety and liability concerns. It was an eyesore and was covered with graffiti. Assistant Director Kappel made a videotape of the demolition of the structure. The District did not believe the bridge could be easily renovated. The District paid \$2,500 for the demolition and all of the debris was removed from the site by the contractor.

New Business

1. Recreation Center Memorial Day Hours – Scarpelli stated that traditionally on Memorial Day and Mother’s Day the Recreation Center closes a few hours early. He would like staff to conduct a survey of the hours that other fitness centers are open on those days. Discussion followed regarding the pros and cons of changing the hours of operation for Memorial Day and Mother’s Day.
2. Boys and Girls Club Help at Raceway Woods – Lachel asked if it would be feasible for the Boys and Girls Club to help with work at Raceway Woods or Helms Woods. Mammoser stated that the Club has done a few things at Raceway Woods in the past. Gary Swick coordinates a program through the high school to work with students on projects at Raceway Woods.

Executive Session

At 8:21 p.m., Scarpelli 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) and 2(c)(21) of the Open Meeting Act for the purpose of discussing personnel, land acquisition and reviewing prior meeting minutes. The motion passed 4 to 0.

At 8:42 p.m., Scarpelli made a motion with a second by Bonkoski to move that the Board reconvene into regular session. The motion passed 4 to 0.

Approval of Executive Session Minutes

Scarpelli made a motion with a second by Bonkoski to approve the Executive Session Minutes from March 7, 2007. The motion passed 4 to 0.

Additional New Business

None.

Adjournment

Bonkoski made a motion with a second by Scarpelli to adjourn the meeting. The motion passed 4 to 0. The meeting adjourned at 8:43 p.m.