

The July 18, 2007 meeting of the Dundee Township Park District Board of Commissioners held at 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, Erin Peterson, Craig Rakow and Frank Scarpelli.

#### Consent Agenda

President Scarpelli asked for a motion to approve the Consent Agenda for: Approval of June 20, 2007 Board Meeting Minutes, Payment of Bills, and July Personnel List. Rakow made a motion with a second by Meschewski to approve the Consent Agenda. The motion passed 5 to 0.

#### Staff Reports

Director of Golf Frank Chieppa informed the Board that play at Randall Oaks Golf Course has been very good. The number of rounds for May and June were well above what they were for May and June of 2006. The Knox Outing was held in June and the number of participants was slightly lower than previous years but the outing went extremely well. Last Friday the Dundee Crown Charger Classic was held for the first time in four years at Randall Oaks. There were 149 golfers and Chieppa received numerous positive comments on the outing. Today an outing was held for the Knights of Columbus organization from Morton Grove with 72 participants. There is another big outing scheduled for this Friday with 133 golfers. Junior Golf is now in the middle of the second session. 129 children were enrolled in the first session and 118 children are participating in the second session. This week the Northern Illinois University golf camp is taking place which involves kids from all over the Chicagoland area. The husband and wife tournament will be held a week from Sunday with 26 couples signed up. The Dundee Open will be held on September 29<sup>th</sup> and 30<sup>th</sup>.

Superintendent of Golf Maintenance Mike Sprouse explained that the courses have just entered what is traditionally the highest stress period of the season for growing grass. Up to this point the disease structure has been minimal and growing conditions have been good. Staff is mainly involved in routine maintenance of the courses. Prior to the Knox Outing, cart path paving was completed. Work will be done to improve the quality of the 18<sup>th</sup> hole. Staff made improvements with new plantings along the 14<sup>th</sup> hole near the south side of the maintenance facility. Old timbers at the 15<sup>th</sup> tee were replaced with a concrete curbing system. At Bonnie Dundee Golf Course a fence will be installed along Route 68 for security purposes. Discussion followed regarding what improvements will be done to the 18<sup>th</sup> hole at Randall Oaks.

Food and Beverage Director Jeff Howard told the Board that the banquet revenue is up considerably for the months of May and June over last year's figures. The snack shop and bar and grill area revenue is a little ahead of last year. Looking ahead to the fall, bookings for September and October indicate those will be busy months as well. A new employee was hired for the kitchen last week who is a culinary student at Elgin Community College and Howard hopes he will become a strong part of the team.

## Citizens to be Heard

None.

## Director's Report

1. Randall Oaks Golf Course Survey Results – Executive Director Tom Mammoser explained that a golf course survey was done at the end of June. Before he reviewed the survey, he stated that he wanted to share other information relative to golf. During the months of May and June, Randall Oaks Golf Course had a 14 percent increase in greens fees and carts over the same time period last year. Bonnie Dundee Golf Course for the same two months had a 7.5 percent increase in carts and greens fees. Last year the driving range revenue for May and June at Randall Oaks was \$17,000 and this year the range revenue was \$23,000 which is a 35 percent increase. The profitability of the Pro Shop at Randall Oaks is up 63 percent over last year for May and June. The snack bar revenue is up 8 percent over last year. Banquet revenue is up approximately 10 percent over last year. Golf rounds at Randall Oaks during the month of June were 6437 which is the highest number of rounds in June since 1999. In May there were 5937 rounds of golf at Randall Oaks which is the highest number of rounds since 1998. Mammoser stated that these are very good numbers. He believes it has been helpful to have the consulting services of Jeff Huseman who has reinforced many of the practices that have been in place as well as given strong emphasis on customer service. Mammoser stated that the expenses for the golf courses are greater than they were in 1999 so there is no margin for error, but the statistics reflect a good trend in golf.

Mammoser reviewed the golf survey results with the Board. There were 177 respondents to the survey. 51 percent said the condition of the course was superb and 92 percent said the condition of the course was above average. For the pro shop experience, 56 percent said their experience was superb and 84 percent said their experience was above average. 57 percent said service of the starters and marshals was superb and 85 percent said above average. 82 percent said the Clubhouse appearance was above average. 87 percent said the overall helpfulness of staff was above average. 75 percent said the value for the money was above average. 83 percent said the overall rating of golf experience was above average. Discussion followed regarding other aspects of the survey. Mammoser stated that the survey results can be used as a tool to learn from.

2. Randall Oaks Golf Course/Opus Development Update – A meeting was held on Monday and was attended by Mammoser, Scarpelli, Sprouse, representatives from Weston, Opus and the engineers from Jacob/Hefner. Mammoser feels that a solution has been found which will not cost a lot of money. There is some discrepancy as far as what information Opus used to create their plan. It appears that Opus is willing to do what the District

would like done. The plan needs to go to the Village of West Dundee for their engineer's approval. Sprouse said that it comes down to managing the release rate of stormwater from the Opus property. They need to consider the golf course, the school property and the residential area. They will install a restrictor plate on the outflow and install a permanent culvert structure to replace the temporary culverts.

3. Boys and Girls Club of Dundee Township Update – Mammoser stated that the Club will receive a significant reduction in its grant funding from \$345,000 down to \$100,000. This will mainly affect sites at Perry and Golfview Schools. The grant comes from the Federal government and they have reduced funding to Boys and Girls Clubs throughout the State of Illinois. There will be a reduction in the educational component offered by the Club to the children at Perry and Golfview Schools. The Club will ask the Village of Carpentersville to match the amount that the Park District is donating. The Club will move ahead with hiring a new Associate Executive Director whose focus will be on resource development, fundraising and Board development. The new position will be funded by Otto Engineering for the first year.
4. Lachel Tennis Court Dedication – Mammoser reported that the new tennis courts are completed and open for use. The lighting will not be completed until late August. A meeting was held with staff and Bud Lachel last week to discuss offering a tennis clinic. There is some landscape work that still needs to be completed at the site and Lachel's current schedule is limited, so it was determined to hold the tennis clinic next spring. A dedication ceremony may be scheduled for September depending on the landscaping progress.
5. NRPA Convention September 25-29, Indianapolis - The conference will be held in Indianapolis on September 25-29. Mammoser has reserved hotel rooms and asked the Board members to let him know by August 15<sup>th</sup> if they want to attend the conference.
6. West Dundee TIF – Mammoser reported that he met today with Village of West Dundee officials relative to the TIF. This relates to the property located at the southeast corner of Routes 31 and 72. Mammoser will have more information at the next Board Meeting so the Board can decide whether or not to endorse the TIF.

#### President's Report

None.

#### Old Business

1. Sleepy Hollow Pool Change Order Update – Mammoser reviewed a copy of a letter he sent to Lamp Incorporated explaining the District's concerns.

Scarpelli and Mammoser met with the engineer from WT to discuss the situation. The District is willing to pay for the difference between the first flow meter and the second flow meter but does not feel it should pay for the other charges that went into correcting the situation. The difference in cost between the first and second flow meter is \$711. WT will contact the parties involved in an attempt to resolve the issue.

2. Besinger Demolition – Mammoser reported that the demolition of the Besinger Center is halfway completed. The District has not had any calls from the public regarding the demolition. The Village of Carpentersville wanted to hold things up because the District had not disconnected from the storm sewer or water but they were informed that the District intends to still use water for the concession stand and storm sewer for possible future applications. The District has not heard anything about the grants for improvements yet. Restoration will take several months to complete.

### New Business

1. Permission to Bid Fitness Equipment – Mammoser reviewed information from Fitness Center Coordinator Ande Masoncup. There are currently 18 machines that are 8 years or older. Staff would like to replace the entire line including the modular equipment and the benches. Staff has tested various brands of equipment and feels that Cybex best meets the District's needs. The old equipment would be traded in for a reduction on the total purchase. There have been many advances in the design of new equipment. The District has competition from new health clubs that have opened recently in the area that use new state of the art equipment offered at a similar price point as that of the District. There is \$40,000 in the budget to cover the cost of the new equipment.

Rakow made a motion with a second by Meschewski to grant permission to go to bid for Fitness Equipment. The motion passed 5 to 0.

2. Locker Replacement Recreation and Fitness Center – Mammoser explained that staff will not need to go to bid for replacement of the men's lockers at the Recreation and Fitness Center because it will cost under \$20,000. Staff would like to install new metal lockers which should cost in the range of \$10,000-\$15,000. There might be some minor redesign to eliminate the shorter lockers and replace with longer lockers. Some lockers may be removed to create more seating area and to add handicap accessible lockers.

### Executive Session

At 8:16 p.m., Rakow 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 5 to 0.

At 8:22 p.m., Rakow made a motion with a second by Bonkoski to move that the Board reconvene into regular session. The motion passed 5 to 0.

Status Determination of Previous Executive Session Minutes

Meschewski made a motion with a second by Bonkoski to approve the release of Executive Session Minutes for the Board Meetings from June 7, 2006 through May 16, 2007 as presented. The motion passed 5 to 0.

Consideration for Destruction of Verbatim Audio Tape Recordings

Rakow made a motion with a second by Meschewski to approve destruction of verbatim audio tape recordings of Executive Session Meetings from July 6, 2005 through December 7, 2005 as presented. The motion passed 5 to 0.

Additional New Business

None.

Adjournment

Bonkoski made a motion with a second by Meschewski to adjourn the meeting. The motion passed 5 to 0. The meeting adjourned at 8:24 p.m.