AGENDA
DUNDEE TOWNSHIP PARK DISTRICT
Board of Commissioners Meeting
September 6, 2017
7:00 p.m.

LOCATION: RANDALL OAKS GOLF COURSE CLUBHOUSE

I. Call to Order

II. Staff Reports
   1. Mike Sprouse-Golf Grounds
   2. Bill Soplanda-Golf Food & Beverage
   3. Steve Gillie-Golf Pro Shop

III. Citizens to be Heard

IV. Consent Agenda
   1. Approval of Items to be Considered for Consent Agenda
      a. August 16, 2017 Board Meeting Minutes
      b. Payment of Bills
   2. Approval of Consent Agenda

V. Director’s Report
   1. Lifezone 360 Conceptual Plan
   2. ROGC Entrance Improvement

VI. President’s Report

VII. Old Business

VIII. New Business
   1. Custodial Services Bid
   2. Besinger Family Agreement Amendment
   3. September 20, 2017 Board Meeting Location

IX. Closed Session

X. Action, if any, on matters considered in Closed Session

XI. Adjournment
The September 6, 2017 meeting of the Dundee Township Park District Board of Commissioners held at the Randall Oaks Golf Course Clubhouse was called to order at 7:01 p.m. by President Frank Scarpelli. Commissioners responding to roll call were: Jim Bonkoski, John Meschewski, Erin O'Leary, Craig Rakow, and Frank Scarpelli.

Staff Reports
Golf Course Superintendent Mike Sprouse reviewed a power point presentation that covered the following topics:

- The results, impact and aftermath of the significant July 2017 rain events on the turf. The Randall Oaks Golf Course received 9.12” of rain with the Bonnie Dundee Golf Course receiving 9.60”. Sprouse highlighted how effective the results from the recent raising of the fairway and rough on the 16th hole at Randall Oaks.

- Sprouse discussed some of the many cultural practices that are regularly performed to the turf and water features throughout the summer. Highlighted were: aeration/venting, rolling, bimonthly topdressing, fertilization and aquatic management.

- Update on the tree maintenance program and what has been accomplished thus far in 2017.

- Information relative to the status and condition of the irrigation pump stations at Randall Oaks and Bonnie Dundee.

- Highlights from improvement projects that have been completed this summer. Randall Oaks #18 – main tee enlargement. Acorn Course – elimination of the tees and creation of teeing pads.

- Sprouse showed pictures of some of the special flags and tee markers that the grounds department purchases and utilizes in an effort to make certain events special for the organizations that are holding their events at our courses.

- Bonnie Dundee – forward tees: Sprouse showed the effect of adding a second set of tee markers to small forward tees that were originally sized to accommodate one set of tee markers. In the future these tees will need to be enlarged.
Additionally, Sprouse provided supporting information for the proposed covered entry leading to the Randall Oaks Golf Club clubhouse.

Sprouse said that the fall is the perfect time to play golf. Treasurer John Meschewski thanked Sprouse and his staff for an excellent job on maintaining both golf courses annually.

Head Golf Professional Steve Gillie reviewed a power point presentation. He related that at the Bonnie Dundee Golf Course, golf rounds played are up every month of this 2017/2018 fiscal year compared to the last fiscal year. During the months of July and August, over 5,000 rounds of golf were played. Revenue is also up every month of this fiscal year. The weekend fee restructure offering seniors a flat fee 7 days a week, special pricing on slower weekdays (Wednesday/Thursday), and creative play on the use of both nine holes have all helped increase play at BDGC. Accordingly, many different demographics now use the Bonnie Dundee Golf Course.

Rounds played at Randall Oaks Golf Course increased slightly from June through August of this 2017/2018 fiscal year compared to the last fiscal year. Play was down in the month of May. Revenue is about the same for the June to August period compared to last fiscal year. Last year was a record breaker in revenue at ROGC.

Gillie stated that annual membership sales are up $20,000 this year versus last year. Membership revenue is also generated from high schools and colleges playing at the golf courses. Currently, Dundee Crown and Barrington High Schools play at the BDGC. Jacobs High School, Hampshire High School, Judson University and Elgin Community College play at ROGC. Additionally, driving range sales are up $16,000.

Junior golf has 374 registrants for the three programs offered compared to last year’s 368. Junior golf generates a good revenue stream for the Park District while servicing the community. Gillie announced that the Randall Oaks All-Star team won the Midwest regional championship this weekend.

Food and Beverage Operations Director Bill Soplanda reported that Friday Night Fish Fry at the Randall Oaks Golf Club returns this Friday. This special event has grown over the last four years. From 320 guests the first year offered to over 3,800 last year. Soplanda related that Friday Night Fish Fry averages approximately 80 guests a night and is offered year round except for summers. Additionally, he said other special events offered throughout the year are growing every year; among the most popular include Mother’s Day Brunch, Easter Brunch, and Breakfast with Santa.
Banquet & Event Manager Denise Kwilas has left the Park District. Her replacement Kim Panzarella will begin September 7 on a part-time basis and move into full-time in November. Her background is extensive in the catering and sales areas. Panzarella will be an excellent addition to the food and beverage team.

Soplanda stated that as of September, there are 39 booked weddings for the 2017-2018 fiscal year compared to 43 last fiscal year. He has no doubt that number will be surpassed. The Randall Oaks Golf Course is still one of the most reasonable facilities in the area.

Peterson added that Sprouse, Gillie, and Soplanda are very dedicated staff. Peterson provided the Board with a 10-yr history of both golf courses' revenue/expense and net surplus/deficit. Going forward, Director of Finance Greg Gannon and Peterson will look more closely into the golf operations targeting budget and expenses. Peterson reviewed an article published in the Chicago Tribune of the City of Highland Park and Park District of Highland Park concerning the future of golf at the country club that the City owns and the Park District maintains.

Citizens to be Heard
None.

Consent Agenda
1. Approval of Items to be Considered for Consent Agenda – Jim Bonkoski made a motion with a second by Erin O’Leary to approve the Items to be Considered for the Consent Agenda to include: Approval of August 16, 2017 Board Meeting Minutes and Payment of Bills. The motion passed 5 to 0.

2. Approval of Consent Agenda – Erin O’Leary made a motion with a second by John Meschewski to approve the September 6, 2017 Consent Agenda. The motion passed 5 to 0.

Director’s Report
Executive Director Dave Peterson introduced Deputy Director of Recreation Services Ross Bertone. Bertone stated he graduated from the University of Missouri and reviewed his 20+ years of background and park district experience. He worked the last thirteen years at the Round Lake Area Park District. Peterson added that Bertone has been reviewing procedures and meeting with recreational staff learning their roles/responsibilities. Staff is pleased to work with Bertone.
1. LifeZone 360 Conceptual Plan – Peterson explained that LifeZone 360 is the facility across from Spring Hill Mall located in the prior Target/Best Buy building. The building is very impressive and includes athletic fields, lacrosse, soccer, basketball courts, and training facilities. Peterson met with LifeZone staff that provided him with a preliminary idea of their vision. They would like to build a $10 million facility in the next few years that would house volleyball and basketball courts and hold 20 different tournaments throughout the year. The idea is that LifeZone would build the facility and the Park District would then purchase/maintain it. Peterson reviewed the Park District’s background and facilities with LifeZone staff. The Park District is not in a financial position to fund a $10 million project nor something considered within the Comprehensive Plan. Peterson appreciates LifeZone sharing their concept and he looks forward to seeing a business plan in the near future. Discussion followed. Peterson said the concept is a consideration for LifeZone and no action will be taken from the Park District at this time. He will keep the Board apprised of any new developments.

2. ROGC Entrance Improvement – Peterson reviewed the memo discussing the benefits of installing an entrance overhang at the Randall Oaks Golf Course. The proposed improvement was not budgeted in the 2018 fiscal year and is estimated to cost between $125,000 to $150,000 to construct. ROGC hosts many weddings, business functions, and golf events wherein guests come through the building and staff feels the enhancement of the entrance would pose an advantage for the Park District both aesthetically and functionally. An animation video prepared by an architect was shown to the Board.

Soplanda stated that an upgrade to the ROGC entrance would create a lasting first impression for the public. In cases of inclement weather, the improvement is essential in weddings for bride/grooms and their mothers and other guests in need of special accommodations. He shared pictures of local venues with notable entrances.

Sprouse reviewed the Hole #15 project at ROGC. He said staff is willing to delay this project to make room for the entrance overhang improvement. He feels that ROGC would benefit overall by refocusing and redirecting a percentage of the expense towards the enhancement of the ROGC’s entrance. Discussion followed. Sprouse said the goal would be to complete the overhang installation by the next golf season if the project goes forward.

Superintendent of Aquatics Services and Special Projects Larry Moscato added that the architect working with the Park District understands our needs and is willing to work with the Park District.
Further discussion ensued. Peterson said that because the project was not budgeted, he wanted to present the idea to the Board and gain consensus to allow staff to move forward and go through the bidding process. However, no formal action is needed from the Board.

President’s Report
None.

Old Business
None.

New Business
1. Custodial Services Bid – Mark Simon stated that the Board approved the bid for custodial services approximately three months ago. Over the last two months, the Park District has had repeated problems with the contractor in not fulfilling the scope of work they were hired to do. Staff would like permission from the Board to go with the next lowest bidder Eco Clean. The cost is a little higher; however, the amount is still within the budgeted funds for custodial services in the 2018 fiscal year. Peterson added that counsel recommended that the Park District go back to the Board and gain approval to go to the second lowest bidder. Discussion followed.

Craig Rakow made a motion with a second by John Meschewski to award the custodial bid to the second lowest bidder Eco Clean Maintenance of Elmhurst in an amount not to exceed $37,682 as presented. The motion passed 5 to 0.

2. Besinger Family Agreement Amendment – Peterson stated that at the last Board meeting, there was brief discussion regarding the Besinger Family Agreement that has been in place since the early 90’s. Staff would like to amend the current Agreement to allow the original eight Besinger family members, their respective children and grandchildren to use all Park District facilities free of charge. Eventually, the Agreement would be phased out. Staff seeks from the Board to enter into a resolution to work through this Agreement with the Besinger Family as presented in the memo provided to them. Both the Park District and the Besinger Family are aware of the proposed changes.

John Meschewski made a motion with a second by Jim Bonkoski to authorize staff to draft an amended Besinger Agreement based on information provided and to execute said Agreement. The motion passed 4 to 0. Frank Scarpelli recused.
3. September 20, 2017 Board Meeting Location – Peterson asked the Board to hold the upcoming Board meeting at the Randall Oaks Recreation Center rather than the Randall Oaks Golf Course Clubhouse in order to accommodate more people. The Randall Oaks Baseball Complex is Tri-Cities Little League’s home. He related that TCLL won three state championships this year. Peterson would like to recognize the three TCLL teams as well as commemorate the partnership between the Park District and TCLL. TCLL families will be invited to attend.

*Craig Rakow made a motion with a second by John Meschewski to move the September 20, 2017 Board meeting from the Randall Oaks Golf Course Clubhouse to the Randall Oaks Recreation Center as presented. The motion passed 5 to 0.*

**Additional New Business**
None.

**Approval of Closed Session Minutes**
*Jim Bonkoski made a motion with a second by John Meschewski to approve the Closed Session Minutes from August 16, 2017 as presented. The motion passed 5 to 0.*

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