

SPECIAL REVENUE FACILITIES COMMITTEE MEETING

Glenview Park District Administration Building

1930 Prairie Street

Glenview, Il 60025

Regular Meeting Minutes

Monday, December 17, 2012 - 8:30 am

1. Roll Call

Ted Przybylo called the meeting to order at 8:37 am and the roll was called.

Commissioners/Official Staff present: Commissioners Przybylo, Patton, Peterson, Casey and Kuhn; Charles Balling, Executive Director; Cheryl Deom, Superintendent of Special Facilities; Ron Cassidy, Manager Glenview Park Golf Club; Blake Manhart, Manager Glenview National 9 Golf Club; Dave Woolf, Manager Glenview Tennis Club; Robert Quill, Superintendent of Leisure Services; Cheryl Noll, Recording Secretary

Commissioners/Official Staff absent: None

2. Agenda Topics

a. Glenview Tennis Club 2013 Annual Recommendations

Dave Woolf reviewed the document noting minor changes. With 2013/14 being the inaugural year for the new paddle tennis operation, staff is unsure of the potential revenue impact it could have with indoor tennis club operations and revenues. With that in mind staff felt we should be conservative about raising tennis club fees this upcoming season. The positive component is that the revenue stays with the park district at either facility. Staff estimated a potential 10% revenue reduction at the tennis club in the next fiscal year. Dave Woolf did report that there is the potential to maintain tennis club revenue if some of the “evening” tennis club players move to paddle. Evening permanent court time could easily be replaced with more classes and programs during those more desirable and in demand hours. However this would not be the case if we lost group play in the mornings at the club.

Junior court time was listed in annual recommendations as being from 3-6 pm but there have never been available courts at that time. The new recommendations now allow a junior to play at a reduced rate from 12-6 pm on Saturday and Sunday. There was a small increase in the non-resident rate for membership. Outdoor tennis court advance reservation rates went up to a \$1/hour.

Commissioners suggested better clarifications in some areas of the annual recommendations that had been unclear on the policy intent. Staff will clarify and make needed changes.

b. Glenview Park Golf Club 2013 Annual Recommendations

Ron Cassidy reviewed the recommendations indicating three main focuses this year: 1) Look for more opportunities to coexist and cross market the two courses in an effort to encourage golfers from both courses to take advantage of the different offerings and benefits at both sites. This would be accomplished through marketing and some new season pass offerings.

2) Continue to focus on increasing the programming at both courses to expand the interest base and attract new golfers to come out and try golf. 3) Differential pricing – This new fee structure that will be offered at both courses will allow for a different fee to be charged depending upon the time of the day, thus driving the more cost conscious golfer to potentially being attracted to the less popular tee times at the course which would be offered at a more affordable value for them.

Open Kitchens is in their 2nd year of their 3 year food service contract. Staff feels their relationship and the service that Open Kitchens offers continues to evolve. Staff will be determining the timing and process for review of the contract and future food service direction.

Commissioners suggested better clarifications in some areas of the annual recommendations that had been unclear on the policy intent. Staff will clarify and make needed changes.

Commissioner Casey suggested staff to take a look at bundling/marketing different park district facility memberships in the future.

Executive Director Balling left at 9:45 am

c. Glenview National 9 Golf Club 2013 Annual Recommendations

Blake Manhart reviewed recommendation changes which included changing the maximum age of a junior from 15 to 17 years of age and a slight increase in rental club fees. The new differential rate structure and new season passes should help to capture more of the market and build customer loyalty. There will no longer be a higher rate to play golf on the weekends at National 9, the higher rate would be charged during the more popular course hours and again better value golf fees would be charged during the less popular tee times at the course.

Commissioners suggested better clarifications in some areas of the annual recommendations that had been unclear on the policy intent. Staff will clarify and make needed changes.

Commissioner Kuhn would like to see some type of a golf cart discount given to seniors or golfers when they are playing during the less popular tee times to encourage greater use of golf carts and improved rental revenue. Staff will review the feasibility of the request.

Barb Cremin, Superintendent of Administrative Operations arrived at 10:15 am

d. Glenview National 9 Clubhouse and Paddle Tennis Courts Update

Cheryl Deom reviewed the items that will be paid out of the owner's contingency budget from the project thus far. Barb Cremin indicated an inter-fund transfer could be done from recreation or corporate if additional funds for this project were needed. This would be a onetime use of these funds to insure that there would not be any missed opportunities related to the construction of the new clubhouse. The most efficient time to make any necessary minor changes is during the construction, which is when it would be most cost effective. The amount allocated for this potential use of funds would not exceed \$50,000. This dollar

allocation would be an insurance policy if needed and the recreation fund would probably be the best source for this transfer of funds. These funds would only be used if the contingency is not adequate to cover any potential increased costs of the project.

Barb Cremin left at 10:21 am

e. **VOG discussion point review for proposed 2014 GPGC course renovation**

Bob Quill reviewed his discussions with the Village of Glenview to find an efficient and agreeable way for the Village to partner financially with the Park District on solving some of the storm water draining challenges on the golf course and in some of the neighborhoods that surround the course. If the district wants to do a cooperative venture, this could be a project that everyone involved would receive a benefit, golfers and some of the affected neighbors. First and foremost, the major focus would remain a golf course renovation. The village would provide all funding related to any of the storm water management costs. Through the construction bid process, managed by the Park District, staff will be able to determine the per unit costs for all the necessary work and thus determine the value of the storm water improvement costs vs. the costs directly attributable to the golf course improvements. Design costs related to storm water management would also be funded by the Village. If there was still an issue with proper course drainage after the best efforts to correct, it would be the villages' responsibility to correct that issue in order to keep the course whole and playable. The District may get some storm water credits as a result of this project with MWRD. Nothing has been decided on this topic thus far. Due to the restroom construction on the course that was done in 1988, the District is required to get a permit from MWRD for this work. The talking points that were distributed would be used to draft the IGA and brought back to the board for their approval. The Glenview Park Golf course has not had any major re-grading and drainage improvements done to it in 30 years and the water that falls on the course now is not draining properly and restricts the playability of the golf course for our patrons and community.

Commissioner Kuhn left the meeting at 10:04 pm

f. **Glenview Park Golf Club Topographic Survey and Engineering Proposal**

Staff has completed negotiations with Gewalt Hamilton for engineering services related to the renovation of GPGC. Staff reviewed the document with the committee indicating that a portion of the contract would be the responsibility of the village. At this juncture staff is looking for the committee to recommend approval of the Gewalt Hamilton engineering services so the topographical study could be started before snow sets in. The topo is a major component that is needed for the project to move ahead and get accurate pricing estimates. The committee approved this recommendation to move ahead with this proposal.

Commissioner Peterson and Bob Quill left the meeting at 10:15 am

g. **Process to investigate re-naming of Glenview National 9 Golf Club**

Staff reviewed the process needed to take advantage of updating the image and identity of the Glenview National 9 Golf Club with the Paddle Tennis courts. Commissioner Patton would like the name "Glenview" in some portion of the facility name, especially for ease of location

during paddle club tournaments. Staff was given the okay by the committee to move forward with focus groups.

h. Other Business

- Ventilation process at the tennis club is done and works well. Additional fans will be added next year on the opposite side of the courts.
- Wilmette park district will work with GPGC on a reciprocal agreement in the form of a MOU; their golfers will be encouraged to play at our Glenview golf courses while they are under construction at resident rates and our golfers will be encouraged to go there if we move forward with our course construction in 2014.
- North Shore Country Club is going to host the Encompass Championship this year and wants to meet with us for cross marketing. Golf and marketing staff will pursue.

3. Matters from the Public

None

4. Committee Recommendations(s)

- *Approval of Glenview Tennis Club Annual Recommendations*
- *Approval of Glenview Park Golf Club Annual Recommendations*
- *Approval of Glenview National 9 Golf Club Annual Recommendations*
- *Approval of the proposal from Gewalt Hamilton for engineering services.*
- *Approval to move forward with focus groups for the renaming of Glenview National 9 Golf Club and paddle tennis courts.*

5. Adjourn

Commissioner Casey moved seconded by Commissioner Przybylo to adjourn the Open Session at 10:28 am. On Voice Vote: All present voted Aye. Motion Carried.

ATTEST:

Robert J. Patton
Board President

Charles T. Balling
Board Secretary

Approved this 17th day of January, 2013