

RECREATION, MUSEUM & SWIMMING POOLS COMMITTEE

Glenview Park District-Park Center Room 108A

2400 Chestnut, Glenview, IL 60026

Regular Meeting Minutes

Thursday, January 14, 2016 @ 8:30 a.m.

1. Roll Call

Chairman Charlie Kuhn called the meeting to order at 8:32 a.m. and the roll was called.

Commissioners present: Commissioners Charlie Kuhn, Dave Dillon, Dave Tosh, Dan Peterson, Bill Casey

Official Staff present: Executive Director Mike McCarty, Superintendent of Leisure Services Elsa Fischer, Superintendent of Park and Facility Services Jim Warnstedt, Assistant Director of Recreation & Aquatic Operations Amy Watson, Manager of Aquatics Sarah Lagesse, Recording Secretary Tanya Trapani

Guests: None

Late Arrivals, Early Departure: Dan Peterson arrived at 8:38am

Commissioners/Official Staff absent: None

2. AGENDA TOPICS

a. Outdoor Pools Annual Operating Recommendations

Combining the results of a customer survey, market research from area park districts and input from our consultants, Profitable Food Facilities, staff is recommending a number of changes for 2016 including revised pool hours, enhancements to the concession operations and new opportunities for outside rentals groups. Staff is confident that the changes in the annual recommendations as presented will result in an increase in concession sales, membership sales, daily admissions and pool rentals. Assistant Director of Recreation & Aquatic Operations Amy Watson and Manager of Aquatics Sarah Lagesse presented a Power Point Presentation as an overview of the changes that staff is recommending for the 2016 pool season.

Highlights of the proposed Annual Operating Recommendations include:

- Staff is not recommending any changes to daily or rental fees.
- Morning hours will be extended for both pools to meet the needs of families with young children. Because of the frequency of low attendance during evening hours, Roosevelt Pool will be closing an hour earlier.
- Staff is recommending a \$5.00 increase to all membership types. If purchased before May 19, each family membership will receive 5 guest passes to be used throughout the 2016 summer.
- The outdoor concession windows at both pools will be eliminated to improve customer service and efficiency at the main windows.
- Concession changes include revising the menu, including healthier food options, increasing the hours, improving communication between the cashier and staff working the grill, creating standard operating procedures, providing additional staff and adding menu signage.

Commissioner Dave Dillon suggested organized social events during slower times which were typically Friday evenings. Executive Director McCarty expressed that it was not an easy decision to close Roosevelt Pool early in the evening but staff received an overwhelming response about opening the pools earlier in the morning. Assistant Director of Recreation and Aquatic Operations Amy Watson noted that closing Roosevelt Pool earlier in the evening will allow for more rental opportunities. The committee recommended to have Flick Pool stay open later as it typically draws a larger crowd in the later hours and it will give the community an opportunity to swim later in the evenings. The committee also recommended for Roosevelt Pool to close one hour later than what was recommended by staff. The committee accepts the outdoor pool annual operating recommendations with recommended changes and to move forward to full board approval.

b. Boating on Lake Glenview Update

This initiative was discussed with the Board at the October 14, 2015 RMSP committee meeting. The committee concurred to proceed with recreational boating on Lake Glenview for summer 2016. Staff has conducted additional research on this issue and an update will be provided at the meeting. The boat ramp will be in a different location that was previously discussed. The new location utilizes the original boat launch constructed at the time Gallery Park and Lake Glenview were built. This boat launch was used for service crews to access the lake. The existing boat launch will need to be refurbished and widened to accommodate the new public use.

Staff has also met with Village officials and outlined the process to have Village approval changing the Village ordinance to allow boating on Lake Glenview. A draft resolution was introduced to the committee for consideration of the board. The committee recommended the draft resolution with minor changes for consideration of the board. Once the board approves a resolution allowing for boating on Lake Glenview, staff from the Park District and the Village will work together to create a Supplemental Use Agreement as well as change the Village ordinance.

Staff recommends that the committee approve, in concept, the new boat ramp location, pass a resolution approving boating on Lake Glenview and direct staff to work with Village staff to draft a Supplemental Use Agreement for this activity. Commissioner Charlie Kuhn suggested placing floating buoys in the areas that may have obstructions underneath the water. Minor changes in verbiage were recommended by the committee and will be implemented.

c. Purchase of Replacement Chairs for Park Center's Lakeview Room

The original chairs in the Lakeview Room are scheduled for replacement in 2016 and 2018. Due to their current condition, staff is recommending that these 300 chairs be replaced now through the US Communities Government Purchasing Alliance. Since this is a cooperative purchasing program, the District is not required to go out to bid for this purchase.

The Lakeview Room chairs are used for senior programs and events, weddings and a variety of other rentals. They are heavily used and it shows as many of the chairs have permanent stains. The old chairs will be divided up: the 100 best chairs will be moved to Schram Memorial chapel, additional chairs in good condition will go to other rooms at Park Center and other facilities. Chairs in poor condition will be disposed of per District policy. The cost for 300 chairs and 2 chair hand carts is \$37,078.10. Funds will come from a combination of the Capital Replacement Fund and the Park Center facility budget fund balance.

The committee accepts the recommendation to move towards full board approval for the purchase of replacement chairs for Park Center's Lakeview Room.

d. Splash Landings Roof & Park Center HVAC Replacement Update

The roof at Splash Landings and the HVAC units at Park Center will be replaced in August following the District's Triathlon on July 31. The mandatory pre-bid meeting for this project was held on December 28. The bid opening for this project was scheduled for January 8 but was pushed back to January 20 due to cold, snowy weather and the inability for the contractors to see the roof in person. Staff will present the bid results at the February RMSP Committee meeting.

3. Matters from the Public

None

4. Adjourn

Commissioner Dave Tosh moved seconded by Commissioner Dave Dillon to adjourn the Open Session at 10:11am On Voice Vote: All present voted aye, motion carried.

ATTEST:

William M. Casey
Board President

Michael D. McCarty
Board Secretary

Approved this 25th day of February 2016