

## **SPECIAL REVENUE FACILITIES COMMITTEE**

Glenview Park District Administration Building

1930 Prairie Street, Glenview, IL 60025

Regular Meeting Minutes

Thursday, June 2, 2016 @ 8:30 a.m.

### **1. Roll Call**

Chairman Dave Dillon called the meeting to order at 8:31 am and the roll was called.

**Commissioners present:** Commissioners Dave Dillon, Charlie Kuhn, Bill Casey

**Official Staff present:** Executive Director Mike McCarty, Superintendent of Special Facilities Lori Lovell, Ice Center Manager Jim Weides, Manager of Program Services Brian Montgomery, Recording Secretary Tanya Trapani and Administrative Assistant Amy Wille

**Guests:**

**Late Arrivals, Early Departure:** Dan Peterson arrived at 8:33 am

**Commissioners/Official Staff absent:** Commissioner Dave Tosh

### **2. AGENDA TOPICS**

#### **a. Glenview Ice Center Annual Operating Recommendations**

Staff requested consideration of the Glenview Ice Center (GIC) Annual Operating Recommendations for the 2016-2017 season.

Minimal fee increases were recommended for the 2016-2017 season, 2-4% increases were recommended in the Youth Hockey League and for rental of the main sheet of ice.

Staff completed a local market comparison prior to developing 2016-2017 Annual Operating Recommendations. The local market comparison equates our competitor's ice rental expected pricing with the Glenview Ice Center proposed pricing model. The proposed rates listed on the market comparison will go into effect in September with the start of the season. Commissioner Dan Peterson suggested that the rental rates for prime and non-prime hours be different.

Due to the configuration of the multi-purpose room, staff recommended changing the rental structure to allow renters the use of the full space (both the kitchen area and large room) for one fee.

The committee recommended the Ice Center Annual Operating Recommendations to move to full board approval with an increase of fees for the Youth Hockey League and an adjustment to the original proposed peak ice time fees. Other minor changes in verbiage were recommended and will be implemented.

**b. Glenview Ice Center – RFP Scope of Services 42.19**

The committee discussed the scope of services to be included in the Request for Proposal (RFP) for the Glenview Ice Center.

At the April 7, 2016 Special Revenue Facilities Committee Meeting, the Committee authorized staff to proceed with the development of an RFP for conceptual design services for the Glenview Ice Center.

Staff developed the RFP with a scope of services that includes twelve models ranging from complete renovation to a new facility. Staff sought input on the scope of services prior to advertising. Staff plan to advertise by end of June and present a contract in August.

Staff sought a consensus from the committee on the scope of services. Staff would then proceed with the distribution of the RFP and selection of a design and consulting services team for the Glenview Ice Center.

The committee discussed all of the options and agreed on removing options 4, 7 and 10 from the Request for Proposal for the Glenview Ice Center which included 1 NHL size sheet of ice and 1 instructional rink.

**c. Glenview Prairie Club – Project Management Agreement Recommendation**

Staff requested consideration of the Project Management Agreement for Glenview Prairie Club renovation project with AT Group of Park Ridge, Illinois for the amount of \$22,750.

At the April Park Board Meeting, the Board authorized staff to proceed with the development of bid documents and a timeline for the renovation and installation of two additional platform tennis courts at Glenview Prairie Club.

The 2015-2018 GPD Strategic Plan includes strategic objective 8.04 to analyze need and cost for two additional paddle courts and make recommendation.

The proposed Agreement covers representation, negotiations, and management services for the Pre-Design Phase, Design Phase, Construction Phase and Post Construction Phase of the Glenview Prairie Club – Platform Tennis Court Addition.

In the 2016-2017 fiscal year, the District will incur an estimated financial impact of \$22,750. The funds will come from capital development and are slightly less, \$1,250, than budgeted for this phase of the project.

The committee recommended the approval of the Project Management Agreement for the Glenview Prairie Club platform tennis court addition with the AT Group, Park Ridge, Illinois in the amount of \$22,750 move to full board approval.

**d. Glenview Prairie Club – Platform Tennis League Update**

Executive Director McCarty and Superintendent Lovell provided the committee an overview of the American Paddle Tennis Association history and updated them on the recent occurrences impacting the Glenview Prairie Club – Platform Tennis participation in the league.

At the April 7, 2016 SRF Committee staff discussed changes that were being proposed by the Chicago Platform Tennis League. The proposed changes would limit the number of teams based on the number of courts available and also limit players to only playing at one club.

Superintendent Lovell explained that based on the formula, if GPC were to remain at 4 courts, we would be limited to 12 men’s teams, a decrease from our current 18 teams. The potential of limited players to only one club could be many as 18 men’s league players. Currently we have 18 men’s league players that play at multiple clubs and 15 of these are Glenview residents.

Staff along with representatives from seven other Park Districts have met with representatives from the Chicago Platform Tennis League and discussed alternate strategies. The league has agreed to postpone the two modifications for a minimum of two seasons and is working with staff to develop other methods to address the issues. Staff has also received financials and called an additional meeting of the Executive Directors on Tuesday, May 31, 2016.

**3. Other**

Superintendent Lovell shared a complimentary letter from the Glenview Lions Club who spoke very highly of our staff and facility after having their annual golf outing at the Glenview Park Golf Club.

**4. Matters from the Public**

None

**5. Adjourn**

Commissioner Dave Dillon moved seconded by Commissioner Charlie Kuhn to adjourn the Open Session at 9:42am On Voice Vote: All present voted aye, motion carried.

ATTEST:

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Daniel B. Peterson  
Board President

Approved this 28<sup>th</sup> day of July 2016

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Michael D. McCarty  
Board Secretary