

SPECIAL REVENUE FACILITIES COMMITTEE

Glenview Park District-Park & Facility Services East
1100 Roosevelt, Glenview, IL 60025
Regular Meeting Minutes
Thursday, October 4, 2018 @ 6:00 p.m.

1. Roll Call

Commissioner Jen Roberts called the meeting to order at 6:02 pm and the roll was called.

Commissioners present: Jen Roberts, Bob Patton, Angie Katsamakakis, Dave Dillon, Bill Casey, Dave Tosh

Official Staff present: Executive Director Mike McCarty, Superintendent of Special Facilities Lori Lovell, Superintendent of Park & Facility Services Jim Warnstedt, Ice Center Manager Jim Weides, Manager of Program Services Brian Montgomery, Director of Golf Ron Cassidy, Manager of Prairie Club Kristen Kechik, Health & Fitness Manager Kathleen McInnis, Tennis Club General Manager Mark Baladad, Director of Brand Strategies and Community Engagement Jena Johnson, Partnership Manager AJ Sheth, Recording Secretary Tanya Trapani

Guests: Tom Poulos, Anna Syzbowski, Scott Morlock and Frank Parisi of Williams Architects, John Emser and Dave Olson of WB Olson, Jerry Aulisio of AT Group, Dean Lytton and Frank Merkel of Kemper Sports Management

Late Arrivals, Early Departure: Dave Olson arrived at 6:03pm, Bill Casey arrived at 6:07pm, Dean Lytton and Frank Merkel arrived at 6:12pm, Dave Tosh arrived at 6:23pm, Tom Poulos, Anna Syzbowski, Frank Parisi, Scott Morlock, Dave Olson, John Emser, Jim Warnstedt, AJ Sheth, Jim Weides, Brian Montgomery left at 7:32pm, Kristen Kechik arrived at 7:51pm, Dean Lytton and Frank Merkel left at 7:55pm, Kathleen McInnis left at 8:01pm, Jena Johnson left at 8:03pm

Commissioners/Official Staff absent: None

2. AGENDA TOPICS

a) Glenview Ice Center Renovation, Update

The committee was provided an update on the Glenview Ice Center, Renovation Project including schematic design, project schedule and budget.

At the September 22, 2016 Board Meeting, the Board of Park Commissioners approved the agreement with Williams Architects for Phase 1, the Needs Analysis and Feasibility Study along with Phase 2, Pre-Referendum Conceptual Design. Phase 1 included the needs assessment, site analysis, facility study, and cost and constructability analysis for the Glenview Ice Center design/engineering and consulting services.

In April of 2018, the Glenview Park District engaged with Williams Architects for Phase 3, Basic Architectural & Engineering Services for the renovation of the Glenview Ice Center and covers the Schematic Design Phase, Design Development Phase, Construction Documents & Permitting Phase, Bidding & Negotiation, Construction Observation & Administration Phase, Post Construction Services and Project Close Out – 2 Year warranty.

Frank Parisi of Williams Architects noted that schematic design plans were presented to the Village of Glenview and staff is currently working with the project team to address the items brought forward by the Village staff. Frank Parisi presented an update on the parking lot design. The committee discussed various options for traffic flow within the parking lot. Jerry Aulisio of AT Group noted that the results from the traffic study will identify how the exits and entrances onto Landwehr Road should be controlled.

Anna Syzbowski of Williams Architects discussed the program square footage of the existing building compared to the proposed. The committee reviewed the changes made to the facility layout, including seating, room allocations and functionality and potential skins for the exterior of the building. Commissioner Dave Dillon suggested switching the team benches and spectator benches in the Studio Rink to avoid spectator crossing over the Zamboni path. Manager of Program Services Brian Montgomery noted that the safety issue regarding the Zamboni path could be resolved through operations. The committee further discussed potential safety issues surrounding the Zamboni paths and within the Zamboni bays. The project team provided the committee with an animation including a view of the exterior of the building and the major interior spaces. Commissioner Bill Casey suggested adding an overhang to the front of the building to protect visitors from inclement weather.

Frank Parisi provided the committee with potential green initiatives that would be incorporated into the facility, including controlled storm water runoff, the use of bioswales and low maintenance landscaping, the reuse of the main ice rink, energy efficient mechanical and lighting systems. Jerry Aulisio of AT Group provided the committee with an updated project budget and timeline, including construction bidding. Staff received input and consensus from the committee on the schematic design plans put forth by Williams Architects and the project team.

b) Glenview Ice Center, Zamboni

Staff requested consideration for approval of the purchase of Zamboni Model 546, a propane powered unit, utilizing the 2018/2019 capital replacement program.

Superintendent of Special Facilities Lori Lovell shared that the Glenview Ice Center allocated capital replacement dollars for the purchase of a replacement Zamboni, ice resurfacing machine, in the 2018/2019 budget. Once approved, the equipment will be purchased through SourceWell, formerly the National Joint Power Alliance, a joint purchasing program used by the Park District. The current Zamboni is being traded in, the trade in value is \$25,000.

Superintendent Lovell noted that staff is looking to replace the current Zamboni now due to a 6-month lead time on delivery, the current Zamboni is 12 years old and requires additional maintenance to maintain operation, and the replacement Zamboni will be used while the facility is under construction.

As per the 2018/2019 Capital Replacement Plan presented at the January 2018 Finance Committee Meeting, the fiscal impact will be \$74,932.55; a savings of \$10,067.45 from the budgeted capital replacement amount.

Frank Parisi explained that the reasons for choosing to purchase a propane Zamboni compared to an electric Zamboni include the cost of the Zamboni and additional code requirements for housing an electric Zamboni which would impact construction costs.

Frank noted that the cost of battery replacement on an electric Zamboni far exceeds any cost savings.

The committee endorsed the staff recommendation that the purchase of the Zamboni Model 546, in the amount of \$74,932.55 from Frank J. Zamboni & Co. Inc. of Paramount, California, be moved to the full board for approval at the October 25, 2018 Board Meeting, under the consent agenda.

c) Park Center Health & Fitness Annual Operating Recommendations

Staff requested consideration of the proposed Park Center Health & Fitness Annual Operating Recommendations for FY 2019-2020.

Health & Fitness Manager Kathleen McInnis explained that a 2-3% increase was recommended in all fitness memberships and personal training services for FY 2019-2020. Platinum monthly membership fees will continue to increase up to \$5/month per person on the member's anniversary. This will continue annually until existing members' monthly platinum rate reaches the current rate.

The financial impact to the fitness budget for the proposed 2-3% annual recommendation fees projects an increase in revenue of \$51,600/year for fitness memberships and \$11,000/year for personal training services. There are also nearly 290 Platinum memberships which will increase \$5/per month starting in June which will bring in approximately \$17,400/year.

The committee endorsed the staff recommendation that the proposed Park Center Health & Fitness Annual Operating Recommendations be moved to the full board for approval at the October 25, 2018 Board Meeting, under the consent agenda.

d) Glenview Tennis Center Annual Operating Recommendations

Staff requested consideration of the proposed Glenview Tennis Club (GTC) Annual Operating recommendations for FY 2019-2020.

Superintendent Lovell explained that the changes proposed for the Glenview Tennis Club are minimal and included an approximate 3% increase in court time fees, approximately 2.13% to 3.33% increase to membership fees and 3.85% to 11.11% increase in group lesson fees.

The proposed annual recommendations project an increase in revenue of \$33,934 to the Glenview Tennis Club operation (Prime Time Court Rentals-\$3,150, Memberships-\$2,284, Adult and Junior Group Lessons-\$28,500).

The committee endorsed the staff recommendation that the proposed Glenview Tennis Club Annual Operating Recommendations be moved to the full board for approval at the October 25, 2018 Board Meeting, under the consent agenda.

e) Glenview Park Golf Club Annual Operating Recommendations

Staff requested consideration of the proposed Glenview Park Golf Club (GPGC) Annual Operating Recommendations for the 2019 season.

Superintendent Lovell noted that the changes proposed for Glenview Park Golf Club are minimal. The proposed changes for the 2019 season included a 2.25% increase on prime fees and season passes. Season passes will include the added value of Glenview Prairie Club. Language was added to define the daytime league financial requirements.

The proposed annual recommendations project an increase in revenue of \$20,528 to the Glenview Park Golf Club operation. Approximately \$5,631 from season passes and \$14,897 from prime season tee times.

The committee endorsed the staff recommendation that the proposed Glenview Park Golf Club's Annual Operating Recommendations be moved to the full board for approval at the October 25, 2018 Board Meeting, under the consent agenda.

f) Glenview Prairie Club Golf Annual Operating Recommendations

Staff requested consideration of the proposed Glenview Prairie Club (GPC), Golf Annual Operating Recommendations for the 2019 season.

Superintendent Lovell explained that the proposed changes are minimal and included an approximate 4% increase to season pass prices and an approximate 10% increase to non-resident rate. The fiscal impact of these changes will be positive yet minimal.

The committee endorsed the staff recommendation that the proposed Glenview Prairie Club's Golf Annual Operating Recommendations be moved to the full board for approval at the October 25, 2018 Board Meeting, under the consent agenda.

g) Glenview Park Golf Club, Food & Beverage Update

Dean Lytton of Kemper Sports Management provided an update on the Glenview Park Golf Club, Café operations.

At the September 13, 2018 Special Revenue Facilities Committee Meeting an update was provided and additional information was requested. Dean Lytton provided further information regarding staffing costs, sales revenue, banquet rentals, customer service and the intended use of the gazebo.

Executive Director Mike McCarty stated that his main concern is the large discrepancy in staffing costs. Dean Lytton noted that he has been working with Park District Finance staff to sort through financial reports.

h) Glenview Prairie Club Platform Update

Superintendent Lovell provided a written report and brief update on the Glenview Prairie Club, platform league. Commissioner Bob Patton commended staff on the improvements made to the paddle league and noted that the changes were very well received by participants.

Superintendent Lovell noted that staff is continuing to review the results of the platform league surveys to determine how to further improve the league.

3. Other Business

None

4. Matters from the Public

None

5. Adjourn

Chairman Bill Casey moved seconded by Commissioner Jen Roberts to adjourn the Open Session at 8:10 pm. On Voice Vote: All present voted aye, motion carried.

ATTEST:

David M. Dillon
Board President

Michael D. McCarty
Board Secretary

Approved this 15th day of November 2018.