

BEFORE THE DOWNERS GROVE PARK DISTRICT
BOARD OF PARK COMMISSIONERS

IN RE THE MATTER OF:)
)
Meeting Minutes)

BOARD OF PARK COMMISSIONERS MEETING
February 21, 2013
7:00 o'clock P.M.

PROCEEDINGS HAD before the VILLAGE OF
DOWNERS GROVE BOARD OF PARK COMMISSIONERS, taken at
the Downers Grove Village Hall, 801 Burlington
Avenue, Downers Grove, Illinois, before Marlane K.
Marshall, C.S.R., License #084-001134, a Notary
Public qualified and commissioned for the State of
Illinois.

3

1 MR. CUSHING: Welcome to the February 21st, 2013
2 meeting of the Downers Grove Park District Board. I
3 would like to call the meeting to order. Roll call,
4 please.

5 MS. RANK: Miss Barr?

6 MS. BARR: Here.

7 MS. RANK: Mr. Cushing?

8 MR. CUSHING: Here.

9 MS. BARR: Mr. Gelwicks? Miss Mahoney?

10 MS. MAHONEY: Here.

11 MS. RANK: Mr. Roman?

12 MR. ROMAN: Here.

13 MR. CUSHING: Would all please rise for the
14 Pledge?

15 (Whereupon the Pledge of Allegiance
16 was recited.)

17 MR. CUSHING: First item on the agenda is
18 visitors. Do we have any visitors that would like
19 to address the board? Nobody at this time.

20 So is there any correspondence?

21 MR. McADAM: Not this evening.

22 MR. CUSHING: All right. We will move on to

2

1 BOARD OF PARK COMMISSIONERS PRESENT:
2 MR. MATT CUSHING, Vice President
3 MS. CATHERINE C. MAHONEY, Treasurer
4 MS. JANET BARR, Secretary
5 MR. MARK ROMAN, Commissioner
6

7 PARK DISTRICT STAFF PRESENT:
8 MR. BILL McADAM, Executive Director
9 MS. RENEE HERBST, Director of
Administrative Services
10

11 MR. JAY KELLY, Director of
Recreation

12 MR. GEOFF PENMAN, Director of
Operations and Development
13

14 MR. MIKE SIEFKEN, Parks Operation
Manager

15 MR. PAUL FYLE, Landscape Architect

16 MS. BRANDI BECKLEY, Public Information
Supervisor
17

18 MS. PAM RANK, Clerk

19 MR. JEFF POZEN, Golf Course
Superintendent

20 MR. RYAN STULGIN, Golf Club Manager

21
22

4

1 reports then.

2 MR. McADAM: Under the consent agenda for this
3 evening we have the approval of minutes January 12th,
4 2013 capital meeting, February 7th, 2013 regular and
5 executive session minutes; the treasurer's report;
6 the payment of the bills in the amount of \$586,166.96;
7 payout number 35, Engineering Resource Associates,
8 Inc., Lyman Woods streambank stabilization project,
9 Site Area III, Phase III; consideration and action
10 on Ordinance 1218 abating the tax hereto levied for
11 the year 2012 to pay debt service on the General
12 Obligation Refunding Park Bonds, Alternate Revenue
13 Source, 2013A of the Downers Grove Park District,
14 DuPage County, Illinois.

15 MR. CUSHING: Can I have a motion?

16 MS. MAHONEY: I will move to accept the consent
17 agenda as presented including the payment of the
18 bills of \$586,166.96.

19 MR. ROMAN: Second.

20 MR. CUSHING: Roll call, please?

21 MS. RANK: Miss Mahoney?

22 MS. MAHONEY: Aye.

1 MS. RANK: Mr. Roman?
 2 MR. ROMAN: Aye.
 3 MS. RANK: Miss Barr?
 4 MS. BARR: Aye.
 5 MS. RANK: Mr. Cushing?
 6 MR. CUSHING: Aye. Motion approved. The action
 7 items?

8 MR. McADAM: The first one is consideration of
 9 bids, Gilbert Park playground renovation. Paul and
 10 Geoff are enroute. They were at a county meeting
 11 earlier today. So I will fill in for Paul at this
 12 point.

13 As the board is aware you authorized letting
 14 a bid for Gilbert Park playground renovation. Staff
 15 has budgeted \$90,000 for that reconstruction and
 16 replacement of the playground which was in the current
 17 budget. We received six bids. The low bidder was
 18 Hacienda Landscaping, Incorporated for a base bid of
 19 \$71,500 and alternate number one, which is the purchase
 20 and installation of a new engineered wood fiber safety
 21 surface for \$7,900 for a total bid price of \$79,400.
 22 And staff recommends awarding a contract to Hacienda

1 Landscaping for the base bid plus alternate number
 2 one for a total contract of \$79,400. And if you
 3 have any questions we'd be happy to entertain them.

4 MR. CUSHING: Anybody have any questions? Okay.
 5 Can we have a motion?

6 MS. BARR: I will move that staff -- I will
 7 move that the board award a contract to Hacienda
 8 Landscaping for the base bid plus alternate number
 9 one for a total contract of \$79,400.

10 MS. MAHONEY: Second.

11 MR. CUSHING: Roll call, please?

12 MS. RANK: Miss Barr?

13 MS. BARR: Aye.

14 MS. RANK: Miss Mahoney?

15 MS. MAHONEY: Aye.

16 MS. RANK: Mr. Cushing?

17 MR. CUSHING: Aye.

18 MS. RANK: Mr. Roman?

19 MR. ROMAN: Aye.

20 (Whereupon Mr. Paul Fyle and Mr.

21 Geoff Penman entered the meeting.)

22 MR. McADAM: The next action item this evening

1 is seeking approval to enter a four-year lease agree-
 2 ment with Konica Minolta for the Lincoln Center copier.
 3 And Jay would be happy to answer any questions you
 4 might have on that.

5 MR. CUSHING: Anybody have any questions?

6 MS. MAHONEY: My only question is did we look
 7 at any other providers?

8 MR. KELLY: We did not this time. Given that
 9 it was not a high priority given the circumstances
 10 of, you know, the agreement based on the dollar
 11 amount that they were going to allot due to their
 12 error in billing it just became very prevalent to
 13 take advantage of the opportunity.

14 MS. MAHONEY: Okay.

15 MR. CUSHING: Anybody? No? Do we have a
 16 motion?

17 MS. MAHONEY: I move to approve -- to have
 18 staff enter into a four-year lease agreement with
 19 Konica Minolta, Lincoln Center LC copy machine.

20 MS. BARR: Second.

21 MR. CUSHING: Roll call, please?

22 MS. RANK: Miss Mahoney?

1 MS. MAHONEY: Aye.

2 MS. RANK: Miss Barr?

3 MS. BARR: Aye.

4 MS. RANK: Mr. Cushing?

5 MR. CUSHING: Aye.

6 MS. RANK: Mr. Roman?

7 MR. ROMAN: Aye.

8 MR. CUSHING: Motion is approved.

9 MR. McADAM: Our last action item for this
 10 evening is concession update, seeking approval to
 11 enter into a one-year lease agreement for Doerhoefer
 12 and Memorial Parks. And Jay would be happy to answer
 13 any questions.

14 MR. CUSHING: Any questions for Jay? We have
 15 to have him do something. Then can we have a motion?

16 MR. ROMAN: Move to approve a one-year lease
 17 extension of concession service agreement with current
 18 vendors at Doerhoefer and Memorial Parks.

19 MS. MAHONEY: Second.

20 MR. CUSHING: Okay. Roll call, please?

21 MS. RANK: Mr. Roman?

22 MR. ROMAN: Aye.

1 MS. RANK: Miss Mahoney?
 2 MS. MAHONEY: Aye.
 3 MS. RANK: Miss Barr?
 4 MS. BARR: Aye.
 5 MS. RANK: Mr. Cushing?
 6 MR. CUSHING: Aye. Motion is approved. That is
 7 all the action items.
 8 We will move on to board business. Any
 9 commissioner comments? Anything anyone wants to add
 10 at this point?
 11 If not we will move right on to the staff
 12 reports.
 13 MR. McADAM: Thank you. I just have a couple
 14 items in my report this evening. The first one is
 15 to remind the board and to invite the community that
 16 the old Jaycees group on March 2nd at 12:00 o'clock
 17 will be meeting at Patriots Park to rededicate the
 18 plaque where the old shelter used to be. And
 19 following the short presentation they will be meeting
 20 for some socializing over at I'll Have Another. And
 21 if anybody has any questions they can feel free to
 22 call Mr. Bruce Swanson at 976-2514. And it should

1 be a nice day.
 2 And I wanted to just recognize staff and
 3 thank the Neighbors of Downers Grove publication for
 4 working together. And in their latest magazine we
 5 had a bunch of mentions with the Fitness Center and
 6 the Rec Center. And it was very nice to get the word
 7 out of all the things that we provide to the
 8 community.
 9 And lastly I saw Paul and Geoff come in,
 10 but I will steal their thunder a little bit. They
 11 were at the county this evening for a zoning hearing
 12 for the Memorial lighting project, and that passed
 13 out of the plan commission five zero. So we'll move
 14 on the process and hopefully get final approval for
 15 the next one.
 16 MR. CUSHING: Great. Next report, Recreation.
 17 MR. KELLY: Good evening. Highlighting the
 18 Recreation report for February, I am going to break
 19 it down into categories this month.
 20 In programming our preschool registration
 21 was up 2% for next year. Our youth adult athletic
 22 programs continue to go very strong with record

1 numbers in both basketball, youth basketball and our
 2 adult leagues. We did host a gymnastics meet at the
 3 high school back on February 10th with five organi-
 4 zations in attendance and it went very well. At the
 5 Active Adult Center in the month we had over 1200
 6 active adults participating.
 7 In fitness we had over 13,000 -- actually
 8 near 14,000 visits to the Fitness Center in the month
 9 of January. We had 24 participants in a group exercise
 10 program which is up 5% from last year. Personal
 11 training is up 21% from the previous years. And our
 12 active membership grew by one from last year year to
 13 date; however, from January we are up 44 members.
 14 So it's nice to see some growth in that realm.
 15 Special event highlights. I just want to
 16 let you know all bands have been booked for the
 17 summer concert series. As a reminder we did add one
 18 concert this year, so we'll have four which is a
 19 nice addition.
 20 Moving into facilities, the Rec Center and
 21 Lincoln Center have been busy. Rich and Mike have
 22 been working on a winter project list which is

1 basically cooperation between the parks department
 2 and rec department to do painting and updating
 3 throughout the facilities in house which is always
 4 nice to get completed during the winter months.
 5 Rentals are up 9% in our facilities.
 6 Julie over at the museum has been very
 7 active and creative in using our social media, Twitter,
 8 Facebook and Skype, and working with the school
 9 district, I believe it's the 2nd grade, in doing
 10 just a lot of interactive over the internet with the
 11 school district and the kids. And it's been very
 12 positive on both sides.
 13 At Lyman we had 125 visitors. Our
 14 volunteer base has been working out at Belmont Prairie
 15 continuing to clear invasive species out there. And
 16 we served eight groups out at the Interpretive Center
 17 throughout the month of January as well.
 18 Wrapping up with golf, Ryan has been very
 19 busy with rentals and, thank goodness, preparing for
 20 the golf season right around the corner March 9th.
 21 Unless you have any questions that's my report.
 22 MR. CUSHING: Anyone?

1 MS. MAHONEY: I do. Can't let you off. First
 2 I appreciate the opening of the general information
 3 desk in the lobby at Lincoln Center. I think that's
 4 a great use of that unfriendly space. So now I think
 5 it's more friendly.
 6 And my other question is in your planning
 7 for the summer season or fall season, spring, are
 8 you looking to get other activities besides the summer
 9 concerts at the pavilion?
 10 MR. KELLY: Yes. It'll be -- Actually it's
 11 interesting you asked that because just yesterday
 12 the rec staff, we just began our brainstorming process.
 13 Yesterday was focused on programs. Next Friday's
 14 will be focused on special events. And by all means
 15 it's clear and we understand that Fishel Park and
 16 that pavilion will be utilized at all opportunities.
 17 But just in general we're looking at expanding our
 18 program areas, maximizing our space and expanding
 19 our special events too.
 20 MS. MAHONEY: If I might suggest, don't forget
 21 about Linda Kunze, Downtown Management.
 22 MR. KELLY: Oh, yes. By all means. We have met

1 with Michael Cassa from the EDC as well to make sure
 2 we're in cooperation with everyone.
 3 MS. MAHONEY: Okay. Great. Thanks.
 4 MR. KELLY: You're welcome.
 5 MR. CUSHING: On to Marketing.
 6 MS. BECKLEY: Good evening. Can I just say what
 7 Jay said? Marketing staff has been busy through
 8 January and February. The Summer Camp Guide is out
 9 and copies are in front of you. It came out on line
 10 February 8th and in hard copy on February 15th.
 11 This Saturday is the fourth annual Big Pig
 12 Pig Championship of the World. And it is at 9:30 in
 13 the morning. The park district has received over
 14 \$10,000 value in promotions and in-kind donations for
 15 this event. Every participant will receive a goodie
 16 bag with approximately \$50 in product and coupons
 17 inside. And we hope everybody has been brushing up
 18 on their trick shots for Saturday.
 19 4500 Fitness is holding its annual member-
 20 ship drive March 1st through the 15th with zero enroll-
 21 ment fee.
 22 The Membership Appreciation Day and the

1 ten-year anniversary celebration will be held on
 2 Monday, March 11th, with free drawings and refreshments
 3 throughout the day.
 4 And finally for the month of January all
 5 of our media coverage for the park district totaled
 6 44 articles, 21 photos and four advertisements and
 7 then in February in Neighbors Magazine that Bill
 8 touched on. With that I can answer any questions.
 9 MR. CUSHING: How is registration for the Big
 10 Pig?
 11 MS. BECKLEY: As of today we had 111 signed up.
 12 So not bad.
 13 MR. CUSHING: How is that compared -- How many
 14 did we have last year?
 15 MS. BECKLEY: We had 98 last year. I believe
 16 we had 89 the year before and the first year we had
 17 sixty something. So a gradual improvement.
 18 MR. CUSHING: Do we get walk-ins on the day of?
 19 MS. BECKLEY: What's that?
 20 MR. CUSHING: Walks-ins the day of? Walk-ins.
 21 Not really?
 22 MS. BECKLEY: I don't know that we have some

1 walk-ins.
 2 MR. CUSHING: Okay. Any other questions?
 3 Thank you, Brandi.
 4 The next report is the Planning report.
 5 MR. FYLE: Good evening. As Bill mentioned for
 6 the Memorial Park sports lighting project we had a
 7 meeting out at DuPage County this evening at the
 8 Zoning Board of Appeals and did receive approval on
 9 our zoning petition. So now we have a couple more
 10 meetings for the zoning petition. We'll go to the
 11 Development Committee on March 5th and then the County
 12 Board on March 12th. So a couple more steps in that
 13 process. And plans are also being reviewed by the
 14 Building Department. So we should be able to get a
 15 building permit at the same time as we receive our
 16 zoning permit.
 17 At Gilbert and Doerhoefer Parks we have
 18 been changing over the sports lighting control system
 19 from the old push button system that's no longer
 20 useful. And they've finished that work on the
 21 Doerhoefer football field. So that's been converted
 22 now to the Musco control link system, and they're

1 currently working on the baseball field at Doerhoefer.
2 So those should be done in the next week or so and
3 then they'll be moving over to finish Gilbert.

4 At Lyman Woods we're currently out to bid
5 for the streambank stabilization maintenance, the
6 three-year maintenance contract. We are opening bids
7 on that March 12th and bringing those for your
8 consideration at the March 21st meeting.

9 Gilbert playground. As you heard earlier
10 this evening we opened bids and we now have approval
11 to move forward with that. We currently have the
12 bond and insurance and everything we needed from the
13 contractor, so we're ready to roll with them. We'll
14 be meeting with them next week and get them going on
15 ordering the equipment so we can have that delivered
16 in April and installed at that time.

17 And also related to the existing playground,
18 the park district has been in discussion with the Kids
19 Around the World organization for them to be able to
20 complete the removal of the existing equipment. You
21 may remember that they were able to do the removal
22 for equipment that we had at Washington Park. That

1 equipment was taken and reinstalled actually in
2 Kyrgyzstan. So they take the equipment and use it
3 in other parts of the world.

4 And then finally Barth Pond dredging. We
5 did receive a draft RFQ for design build services, a
6 draft that the village had prepared and sent to us
7 for review. And we did send some review comments
8 back to the village today. So with that I would be
9 happy to answer any questions.

10 MS. BARR: Paul, was there any changes related
11 to fencing that you had to do at the Memorial light-
12 ing project? I forget what you were discussing.

13 MR. FYLE: We did meet with one of the neighbors.
14 The zoning board had proposed fencing, but the
15 neighbor actually did not want fencing.

16 MS. BARR: Okay.

17 MR. FYLE: So we met with this person and we
18 worked through some of their concerns and were able
19 to move forward.

20 MS. BARR: Very good.

21 MR. ROMAN: How are we doing with setting up
22 the contractors that were provided by DGYB for the

1 lighting?

2 MR. FYLE: We have met with several of the
3 contractors. So we have met the major contractors
4 on site, reviewed the scope of work with them, and
5 we're currently waiting for some information from
6 them. We have asked for references so that we can
7 follow up and make sure that they're well qualified
8 and they have done this sort of work before. So
9 we're waiting for that from the contractors at this
10 time.

11 MR. CUSHING: Still on schedule with getting --
12 with all that information?

13 MR. FYLE: We need to talk to DGYB to make sure
14 that information is coming in. We need to be getting
15 that soon now that we have --

16 MR. CUSHING: Gotten approval.

17 MR. FYLE: -- gotten one of the approvals we
18 needed. We need certainly to be getting that
19 information.

20 MS. MAHONEY: And just thank you for the work
21 coordinating with Kids Around the World.

22 MR. FYLE: Oh, fine.

1 MS. MAHONEY: That's very good.

2 MR. CUSHING: Thanks, Paul. On to the Parks
3 report.

4 MR. PENMAN: Good evening. Thank you, Paul.
5 Park operations for the past month have stayed busy
6 as normal with routine tasks, seasonal tasks and a
7 number of things including regular ice skating
8 inspections, preventative maintenance on our equipment
9 and vehicles. As we get through our winter months it's
10 a great opportunity to be able to work on those and
11 do things that we sometimes don't have the time for
12 in season.

13 Preparations are being made at Mar-Duke
14 Farm as far as getting the stakes and things together.

15 Staff was able to grade ballfields on
16 Doerhoefer 2 and 3. That was right at the early
17 part thirty days ago but when we had some of that more
18 mild weather.

19 Staff worked with our IT department to
20 install Wi-Fi antennas and hardware at McCollum and
21 at the golf course.

22 And then staff -- we did have some graffiti

1 early in the month at McCollum Park. So staff spent
2 quite a bit of time taking care of some graffiti and
3 some vandalism over there.

4 We primed and painted walls at the new
5 concession building. Also finished up the plumbing
6 chase inside the building at McCollum Park.

7 Another good thing that happens a lot of
8 times during winter is a lot of the forestry projects
9 get done, in-house pruning. We also did some in-house
10 tree removals. Six trees came out -- excuse me --
11 seven trees in six parks as well as we have a
12 contractor who has been out and doing winter pruning
13 in those areas as well.

14 And the Christmas tree recycling program,
15 we held that this past year at Whitlock and McCollum
16 Parks. And it resulted in the collection of 125 trees.
17 So I can answer any questions.

18 MS. BARR: I was curious about the Wi-Fi antennas.
19 Is that just for park staff or is that for the general
20 public?

21 MR. PENMAN: Those are primarily to take wired
22 connections out for staff and for those things. But

1 I know we did have conversations with regard to
2 expanding that at some point in time. But right now
3 we're just trying to improve that signal.

4 MR. McADAM: That's staff's goal to take advantage
5 of that and be able to -- at least as soon as possible
6 at McCollum be able to offer Wi-Fi to the public.

7 MS. BARR: And the golf course also?

8 MR. McADAM: We would be looking to do the same
9 once they're up and running. It depends on the
10 connections and feeds that we have.

11 MS. BARR: Okay.

12 MS. MAHONEY: I have a question regarding ice
13 skating at Barth Pond.

14 MR. PENMAN: Okay.

15 MS. MAHONEY: I have been asked over the last
16 month what is the park district's approved depth for
17 the ice to be before they take down the signs. I know
18 the signs are there. And it got widely used and the
19 signs were still there. So I know I have asked this
20 question many years ago and I didn't remember the
21 answer.

22 MR. PENMAN: Well, we look for eight inches.

1 MS. MAHONEY: Eight inches.

2 MR. PENMAN: Is what we're looking for to open
3 it up for the public. We have had some conversations
4 recently with PDRMA who is our risk management agency,
5 and what that eight inches is is it's if you have
6 got a whole hockey team out there.

7 MS. MAHONEY: Which you do.

8 MR. PENMAN: That happens at times. And when
9 you have got that kind of impact on the ice it's not
10 too safe until you get to that depth. So we're
11 working on trying to be able -- I'm sorry?

12 MS. MAHONEY: Oh, no, no.

13 MR. PENMAN: Do you have something else?

14 MS. MAHONEY: Yes. How deep is Barth Pond? I
15 mean Prince Pond.

16 MR. PENMAN: Prince Pond. Excuse me. Do you
17 know? I want to say it's five or six feet.

18 MR. SIEFKEN: Average.

19 MS. MAHONEY: So it's got to be totally frozen
20 then?

21 MR. PENMAN: No, no, no, not feet, inches. Eight
22 inches.

1 MS. MAHONEY: Oh, inches. I'm sorry.

2 MR. PENMAN: And I know that seems like a lot
3 but, you know, if it's one person out there that's a
4 much different impact than us opening it to the public
5 and having it be, you know, where we'd have a lot of
6 people out there. So we're in the process of
7 rewriting those standards, and our intent is to get
8 that rewritten and published on the website.

9 And one point to add to that, at times in
10 order to keep that surface nice we may have to have
11 staff out there, and we'll do calculations to
12 determine -- if we have one person out there with a
13 snowblower we can determine the weight that we're
14 looking at and at what depth we can do certain things
15 to it. But as a rule we don't want to open it and
16 say, you know, it's open to the public without having
17 that and talking with our risk management agency.

18 MR. ROMAN: Do you happen to know how thick the
19 ice got this year?

20 MR. PENMAN: There were times it was five inches.

21 MS. MAHONEY: It was used. There were a ton of
22 people out there one weekend.

1 MR. PENMAN: I am sure.
 2 MS. MAHONEY: There was.
 3 MR. CUSHING: My kids used it.
 4 MS. MAHONEY: Okay. Thanks. I was just curious.
 5 MR. PENMAN: Anything else?
 6 MR. CUSHING: Anything else? No. Thank you very
 7 much. All right. SEASPAR report.
 8 MR. ROMAN: The major agenda item for the SEASPAR
 9 meeting this month was the release of the SEASPAR
 10 2013-'15 strategic plan. Barbara Heller of Heller &
 11 Heller Consulting came in and had a discussion on
 12 the actual strategic plan. They did hand this out
 13 as a PDF to the board members, and I believe Bill
 14 got a copy as well. Anybody who is interested in
 15 having a look at the strategic plan can contact either
 16 one of us and get a copy of that.
 17 And then the only other thing I had was a
 18 reminder to the community that there's going to be a
 19 SEASPAR benefit held on Thursday, May the 2nd, at
 20 7:00 o'clock at the Tivoli Theater. They're bringing
 21 in American English which is a tribute -- Beatles
 22 tribute band. So tickets are available now.

1 MR. CUSHING: Good. Okay. That's it for reports.
 2 So next item is unfinished business. We have a couple
 3 items.
 4 MR. McADAM: On unfinished business we have a
 5 strategic plan update. I wanted to let you know we
 6 are in that process. Last week the staff met with
 7 our facilitators from Face to Face Communications
 8 and laid out the process that we're looking at with
 9 the different forums that we'll be conducting with
 10 staff, with the board, with our stakeholders in the
 11 community and community members in general. Also an
 12 outreach program using various different kind of means
 13 of social media, some interaction using our facilities
 14 with our participants, possibly some white boards,
 15 some different methods.
 16 The next step is looking at dates to hold
 17 those forums. Once we get those days firmed up then
 18 we'll start the invite process to those forums as
 19 well as the communication to the public. Anybody
 20 that is interested in participating with them we'd
 21 really like to have their participation. We're
 22 looking at each one of them being an hour and a half,

1 not much longer than that. So we're asking for some
 2 time input from folks but not too much as well.
 3 We're looking to be moving along pretty
 4 quickly within the next three months on that process
 5 and shortly thereafter being able to have some drafts
 6 of the strategic planning done.
 7 MR. CUSHING: Okay. Anyone else with unfinished
 8 business? Okay. Move on to new business. We have
 9 a couple items.
 10 MR. McADAM: The first item is just the budget
 11 process overview. Just wanted to update the board
 12 that staff is working on the budget preparation for
 13 the next fiscal year. And the staff has been meeting
 14 in departments as well as department heads and some
 15 of the key staff as a budget team, and we're making
 16 some very good progress on the budget process. We
 17 should have a draft to you within probably the next
 18 four or six weeks.
 19 We're also having scheduled what we have
 20 done traditionally having a one-night kind of big
 21 budget night. We're planning on breaking them up
 22 over a couple board meetings into area specific.

1 And actually tonight we had originally scheduled to
 2 have our operations department go. We have moved
 3 them -- combined them with administration. There
 4 were some things that we wanted to tie up and firm
 5 up and get some research done before we brought that
 6 forward. It's an overview for you. And we took
 7 advantage of doing kind of a final prep on the golf
 8 budget. At our capital meeting we did an overview,
 9 got some feedback. Tonight staff is here for the golf
 10 course to give the kind of final on that. And then
 11 next two weeks in the board meeting we'll have a final
 12 budget for your consideration so we can open,
 13 hopefully, March 8th. That's our target date for that.
 14 So just wanted to give an update on the budget
 15 process. We're very pleased with how it's moving
 16 along.
 17 And the next item was the golf course
 18 final presentation. And Ryan and Geoff are here. I
 19 believe Ryan has a presentation for you.
 20 MR. STULGIN: Good evening. Actually, Commis-
 21 sioner Barr, a comment on your question earlier
 22 regarding Wi-Fi. Our IT coordinator is actually

1 meeting at the clubhouse Wednesday next week and
2 testing signal strength. By all indications it'll
3 be available in the clubhouse and give or take, you
4 know, 50 to 100 feet outside of the clubhouse into
5 the parking lot and around the surrounding area of
6 the clubhouse.

7 MS. BARR: Beautiful. Great.

8 MR. STULGIN: All right. As Bill mentioned this
9 presentation is a continuation of the budget discussion
10 we had on January 12th. The January 12th meeting
11 dealt with a lot of 2012 calendar year information,
12 revenue, rounds and so forth. And this presentation
13 will focus more on the fiscal year 2013-2014.

14 As you can see we're still hitting home the
15 point Original Site of America's First 18-Hole Golf
16 Course. We're going to continue to do so with all
17 of our marketing materials and golf publications.

18 This next slide pertains to our projected
19 revenues for the 2013-2014 season. The greens fees
20 are based upon freezing rates that we utilized last
21 year, not raising the rates for season passes, greens
22 fees or family passes. So these numbers are based

1 upon just keeping our rates flat and hoping for another
2 successful season like we had last year following
3 that successful model. So total resources we see
4 projected over a million dollars again this year at
5 \$1,014,890.

6 And this next slide actually is proposing
7 to introduce an 18-hole rate, 18-hole rates with
8 carts in an effort to try and entice more golfers to
9 take advantage of an 18-hole round. The figures on
10 the left are the proposed rates for a single rider
11 or a double rider. As of right now we don't have a
12 particular rate established. It's essentially the
13 rate that you pay whether you are residents or not
14 residents weekday or weekend. And we do have a replay
15 rate of \$10, but then golfers would have to pay the
16 second set of fees for golf cart rental. So these
17 proposed rates kind of consolidate some of the cart
18 rentals and try and entice golfers into potentially
19 taking advantage of an 18-hole round. You can see
20 there's some savings between the two. Like I said,
21 the ones on the right pertain to just no discounts,
22 just the flat rates that we offer right now.

1 And this next slide then pertains to the
2 value pass rates. And these are the ten-play cards
3 that we featured last year. And anticipated revenue
4 was based upon the quantity sold from the previous
5 year. So these numbers that we came up with are based
6 upon the previous year. By all indications we can
7 assume or at least -- yeah, assume that we would
8 receive at least the same amount of people purchasing
9 value passes.

10 Slide number five deals with the driving
11 range rates. And these were the one set of rates
12 that we did feel we had the opportunity to bump up a
13 little bit. They were previously for a small bucket
14 of balls which is 30 balls \$4.75, medium bucket which
15 is 60 balls \$6.75, and a large bucket of balls which
16 is 90 is at \$8.75. Based on some of the competition
17 in the area, the local competition, we see an oppor-
18 tunity to bump up the rates by a quarter to make them
19 even dollar amounts. And I think it also will ease
20 transactions at the front counter and get people in
21 and out. Still it's moving somewhat quickly.

22 We also have plans of implementing a new

1 ball machine once the fiscal year begins June 1st.
2 This new ball machine will have the capability to
3 accept debit or credit card purchases which will give
4 patrons the opportunity to bypass the clubhouse and
5 go straight to the driving range and be able to pick
6 out the amount of balls they would like. I think this
7 would be particularly effective with the lunchtime
8 crowd. We have a lot of patrons who come from north
9 on Finley in the Butterfield area, the business complex,
10 and they shoot down there and try and hit a bucket
11 of balls. And I think giving them an opportunity to
12 purchase those right there at the driving range could
13 be an asset for the course and an asset for the patrons
14 as well.

15 This next slide ties into our proposed
16 expenditures for the 2013-2014 season, and obviously
17 the vast majority is based on salaries and wages.
18 Based upon our research and some of the improvements
19 in projects we'd like to take on we feel this is a
20 pretty accurate number that we have established.

21 And going forward capital projects and
22 equipment were discussed at the January 12th meeting.

1 What this is is another focus or another opportunity
2 to review some of the equipment that we would like
3 to upgrade over at the course and also some capital
4 projects that we'd like to take on in a continued
5 effort to improve the course and make sure conditions
6 are pristine and, you know, are an asset for the people
7 of Downers Grove and the surrounding communities.

8 So that being said this next slide deals
9 with the total net operating golf course net income.
10 Total anticipated revenue is at \$1,014,890, and
11 operating expenses are \$877,095. That leaves a total
12 net operating income of \$137,795. And when you take
13 capital expenditures out of that, which was the
14 previous slide, we're left with a projected net income
15 of \$36,395.

16 And at this time, you know, golf course
17 staff does recommend the proposed policies and rates
18 for the upcoming season. And at this time I could
19 field any questions that the board may have.

20 MR. CUSHING: Okay. Questions?

21 MS. BARR: I don't have a problem with the budget
22 at all. It's fine. I just wanted to ask on the ball

1 machine is that something that the park district will
2 own or the vendor?

3 MR. STULGIN: We would own it. We would own the
4 ball machine. We have been exploring a couple of
5 different companies right now, but we do have a few
6 ideas. We would own it.

7 MS. BARR: Are they well tested? Because some-
8 times vending machines can have a lot of problems
9 with putting your money in and then no balls come out.
10 And I just wanted to make sure that we wouldn't have
11 a problem.

12 MR. STULGIN: Sure. There is actually a similar
13 style of a ball machine being used at Flagg Creek
14 Golf Course in Indian Head Park. And the golf course
15 manager there we have had some discussions with but
16 nothing really sit down in depth. But he's been happy
17 with it. Actually the summit that Bill and myself
18 and some other people went to for the golf course, in
19 one of the surveys that they had one of the questions
20 was what is the best policy or new addition of your
21 course, and that ball machine was the -- I guess was
22 the best feature that they had in their course. So

1 we're trying to follow along that path. But I will
2 try and utilize local courses and try and take
3 advantage of their advice and, you know, see if we
4 can improve our driving range as well.

5 MS. BARR: Thank you.

6 MR. CUSHING: I like the 18-hole rate. Any idea
7 how many -- you know, last year how many 18-hole
8 rounds?

9 MR. STULGIN: Well, we did have replay rounds
10 last year. And last year we had 532 replay rounds
11 in comparison to 473 in 2011. So, unfortunately,
12 there is not a whole lot of, you know, exact informa-
13 tion on it, but yet we figured it could be, you
14 know, a demographic, or it could be an opportunity
15 for us to take advantage of it, those 18-hole golfers.

16 MR. CUSHING: Sure.

17 MR. McADAM: We're hoping that might increase
18 when a golfer comes in making a decision before they
19 actually go out do they play the nine or the 18 and
20 be persuaded to play the 18. Then we also know in
21 the pro shop if they are buying that out front and
22 not making the decision on the back end that they're

1 going to be playing 18. So on the tee sheet we can
2 be knowing they will be playing another round.

3 MR. STULGIN: We do receive quite a few phone
4 calls every year regarding rates, what is your rate
5 with the carts. So we decided to put all that
6 together obviously to have information if somebody
7 calls.

8 MR. CUSHING: That makes sense. Anybody else?

9 MR. McADAM: Geoff is here this evening as well,
10 the guy that keeps our product looking very, very
11 good and keeps the play up. And I walked the course
12 two days -- three days ago now. It was a little
13 chilly but it wasn't bad. It was a nice walk. And I
14 think it's always nice to see the course in good shape
15 during the summer, during the spring and that, but a
16 sign of a really healthy course is how it looks and
17 how it's wintering. It's been a tough winter. I
18 think Geoff would probably like a little snow cover
19 to give a little blanket. Haven't had too much of
20 that until tonight sometime. But things look really
21 good out there. The greens are wintering really well.
22 The tee boxes, we'll be doing some work over the

1 winter. And I just want to take the opportunity to
2 publicly thank him for keeping that course looking
3 as great as it does.

4 MR. STULGIN: Absolutely. He makes my life a
5 lot easier for me over there, and I am very thankful
6 for him and Vince and the staff.

7 MR. POZEN: Thank you.

8 MS. MAHONEY: And, you know, when it is golf
9 season people do comment on how nice the course is
10 all during the season. So we probably don't
11 acknowledge that as much as we should, but people do
12 recognize that.

13 MR. STULGIN: Thank you very much.

14 MR. CUSHING: Thanks, Ryan. Anybody else have
15 any new business? All right. So we have got another
16 opportunity for visitors to address the board. Any
17 other visitors that would like to address the board
18 at this time? I don't see anybody. So we do not have
19 executive session?

20 MR. McADAM: Correct.

21 MR. CUSHING: We have got nothing else. All
22 right. Can I have a motion to adjourn?

1 MS. BARR: I will move to adjourn.

2 MR. ROMAN: Second.

3 MR. CUSHING: Roll call?

4 MS. RANK: Miss Barr?

5 MS. BARR: Aye.

6 MS. RANK: Mr. Roman?

7 MR. ROMAN: Aye.

8 MS. RANK: Mr. Cushing?

9 MR. CUSHING: Aye.

10 MS. RANK: Miss Mahoney?

11 MS. MAHONEY: Aye.

12 MR. CUSHING: Motion is approved. The meeting
13 is over. Goodnight, everybody.

14 (Which were all the proceedings had
15 at the meeting of the above-entitled
16 cause.)
17
18
19
20
21
22

1 STATE OF ILLINOIS)
) SS.
2 COUNTY OF C O O K)

3
4 I, MARLANE K. MARSHALL, C.S.R., a
5 Notary Public duly qualified and commissioned for
6 the State of Illinois, County of Cook, do hereby
7 certify that I reported in shorthand the proceedings
8 had at the meeting of the above-entitled cause, and
9 that the foregoing transcript is a true, correct,
10 and complete report of the entire proceedings so
11 taken at the time and place hereinabove set forth.
12
13

14 _____
MARLANE K. MARSHALL
Notary Public
15 CSR License #084-001134
16

17 My commission expires:
18 March 13, 2016.
19
20
21
22

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