Call to Order
President Minogue called the Workshop Meeting to order at 7:00 p.m.

Roll Call of Commissioners
Upon roll call those answering present were Commissioners Kinzler, Nephew, Hess, Creech, Dallman and President Minogue. ABSENT: Commissioner Aubrey

Staff members present were Executive Director Atwell, Superintendent of Finance & Personnel Woods, Superintendent of Parks Scarmardo. Recreation Supervisor Kroger, Communications & Marketing Coordinator Talenco and Executive Assistant Sesto. Attorney Adams was also present.

Changes to the Agenda
None

Public Participation
Mr. Jeff Dickson, 439 Bryant, addressed the Board on behalf of the Park District’s travel soccer program. Mr. Dickson stated the program had grown dramatically with 31 teams and 325 participants. They are in need of more field space. The fall program can only function because they are able to utilize softball fields. Because of the construction of the building at Ackerman one field was lost. The travel program worked with the Parks Department and Chris Evans to make sure there were enough fields for the fall program.

Mr. Dickson stated that if they are not able to utilize all of lower Ackerman, they will be out of space and not able to support the program successfully. He asked that when the Board considers long range planning that they keep in mind that the travel soccer program will have to start turning people away or find alternatives. Mr. Dickson also commented on the fact that the Park District cannot rest fields, take them temporarily out of use, because the fields are also used by Glenbard West and outside groups.

Mr. Bill Hupp, 405 Dawn, addressed the Board on behalf of Glen Ellyn Youth Soccer Organization. Mr. Hupp noted in the minutes reference to the Glen Ellyn youth sports leaders group. He explained that the idea behind that started with a conversation after the candidates forum at Hadley Jr. High between himself, Ron Aubrey and Sally Goggins relative to trying to find out the real needs for fields for all programs and organizations in the community. The group is hoping to present a report on an overall community needs analysis.

Mr. Hupp stated that the situation for house league in the spring was tough because of weather and the growth of the program. Because travel soccer practices twice as much as house league soccer and because of the lack of space at Ackerman, it precluded the house teams from being able to practice at Ackerman. They worked with staff to find space away from Ackerman. The organization hopes to find five or six locations to set up fields and hopefully give some rest to the fields at Ackerman in addition to providing adequate practice space.

Mr. Hupp wanted to hear more about the budget for the Ackerman Sports Complex. He noticed that by his calculations soccer leagues are 57% of the revenue.

Mr. Brad Blewett, 350 Center Street, stated that he is the secretary for Glen Ellyn Youth Soccer Organization and passionate about soccer. In the four years he has been participating in the sport he has been disappointed that not once had they ever been contacted by members of the Board. They could tell them that the field
situation is poor. They were told that when the Ackerman facility was going to be built additional field space was going to be made available and that did not transpire. To solve the problems they have with limited field space and a growth in program enrollment he suggested fields could be created that are drainable and lights could be put in so that practice hours could be extended. Mr. Blewett also felt lower Ackerman could be reorganized to make more open space for soccer.

The Board thanked Mr. Dickson, Mr. Hupp and Mr. Blewett for their comments.

Commissioner Kinzler suggested that there be a Board representative to the various athletic associations.

President Minogue commented that the Board had discussed that in the past and felt it was a good topic to discuss at their Board Retreat.

**Glen Ellyn Infant Welfare Request for Event at Lake Ellyn Boathouse**

Director Atwell presented a request from Glen Infant Welfare to hold an event at Lake Ellyn Park & Boathouse. The organization raises and donates over $100,000 to the community each year and is searching for an opportunity to assist the Glen Ellyn Parks Foundation and Glen Ellyn Park District in raising money for the construction of Safety Village in Maryknoll Park.

Infant Welfare would like to hold the event on Sunday, September 13 from 5:00 to 8:30 p.m. and are requesting use of the park and boathouse. They would like to serve beer at the event and were also requesting the Board allow them to fence in an area outside the Boathouse for adults to eat, have refreshments and listen to the music of “Elevation.” The area could be connected to the Boathouse to ensure security.

Director Atwell reported that Superintendent Esposito had received similar requests from people who were having a wedding at the Boathouse. Individuals have also asked to have the dock fenced off. It has been the Board’s policy to not allow anyone to fence off the dock so that the public can enjoy fishing off the dock. It has also been the policy to not allow alcohol outside the Boathouse. The fenced in area for the Infant Welfare event would not be on the dock but on the south side of the Boathouse. Staff discussed the possibility of separating the fenced-in area from the Boathouse so that people coming to the park that day could use the washrooms.

Board members expressed concern that approving the request could set a precedent where other organizations would want to do the same.

Director Atwell commented that because the purpose of the event is to raise money for Safety Village, Infant Welfare was basically partnering with the Park District and Foundation. Glen Ellyn Infant Welfare and the caterer would be required to provide all proper insurance and name the Park District as an additional insured.

When asked for his opinion if the Board would agree to the request Attorney Adams commented that the staff would have to make sure the Park District has proper insurance from the event sponsor, including dram shop insurance, the event sponsor has to have an alcohol permit, Bassett training and would have to follow Village Ordinances. He was not aware of any local ordinance requirements that would stand in the way.

To distinguish the event from other organizations that may ask to have alcohol outside the Boathouse, if in fact Infant Welfare is a partner for a project that the Park District and Foundation are working on, the Board can draw a distinction between groups that are having a fund raising event that has no direct connection to the Park District and a group that is using the facility for the benefit of something that is specifically being handled by the Park District.

After discussion the Board agreed that because the purpose of the event was to raise money for Safety Village they would make an exception to their policy and allow Infant Welfare to have a fenced-in area to serve alcohol at their event in Lake Ellyn Park on September 13, 2009.
Director Atwell commented that staff will meet with Infant Welfare at Lake Ellyn to designate an area for the fenced-in area and work with them to ensure that all insurance and permit requirements are met.

Pay Request #9 for Ackerman Park Sports Complex
Superintendent Scarmardo presented Pay Request #9, in the amount of $867,628.53, for work completed on the Ackerman Sports Complex project and gave an update of the progress of the work. The pay request was for work completed on electrical, masonry, plumbing, a portion of the site work, concrete work, HVAC installation, fire protection, glazing, painting, steel fabrication and professional services.

When asked if Professional Building Services had reviewed the pay request Superintendent Scarmardo explained that they review the request before it is submitted to staff for payment.

Staff recommended, and the Board agreed, to place formal approval of Pay Request #9, in the amount of $867,628.53, on the August 18, 2009 Regular Meeting consent agenda.

Ackerman Park Sports Complex Change Order
Superintendent Scarmardo explained that in July 2008 when bids were advertised for the Ackerman Sports Complex the Park District did not receive a bid for some trades. The bid for electric hand dryers, toilet accessories, fire extinguishers, toilet partitions, and column covers was advertised again and only one bid was received. The bid was rejected because the Board felt it was too high.

Professional Building Services obtained pricing for the items needed and requested a price quote from Cosgrove Construction, the low bidder for the carpentry work in the Ackerman Sports Complex. Cosgrove submitted pricing and a change order to their contract totaling $86,762.00. That price is lower than the estimated budget price of $113,631.

Staff recommended and the Board agreed to place the Cosgrove Construction change order, in the amount of $86,762.00, on the August 18, 2009 Regular Meeting consent agenda.

Continued Discussion on the Preliminary Budget for Ackerman Sports Complex
Commissioner Creech thanked Director Atwell for giving her the history of the Ackerman Sports Complex project and Supervisor Kroger for answering her questions on the budget. She asked how the $326,000 anticipated revenue figure for soccer leagues was determined.

Supervisor Kroger explained that the number was based on both youth travel and adult leagues. He and former Recreation Supervisor Chris Evans did a lot of research the last couple of years on other travel programs such as Schaumburg, Darien, and Glendale Heights and traditionally the indoor season is split up into three sessions. They then came up with a league fee for a team based on eight teams for a ten week season so it is really 30 weeks out of the year and not 52 weeks when the seasons run. They then established a league fee, based on how many of the Park District’s Laker teams want to be a part of the league. If there was one Laker team that wanted to be a part of the league there would be no fee. If there were two or more teams that wanted to be in the league the fee for other teams would have to be raised to cover the costs. The leagues are Thursday, Friday, Saturday and Sunday. The fee for a youth team for one session is $1,200 per team. The adult league fee is $800 because they are two weeks less and don’t have some of the costs associated with youth leagues. Adding up all the league fees is how they came up with the total dollar amount.

Commissioner Nephew asked if it was the intention to have either a manager or assistant manager on duty at all times. When adding the hours per week they would work she came up with 85 yet the facility is open 115 hours per week.

Supervisor Kroger explained that the during the fitness center early morning hours when the front desk isn’t open, between 5:00 a.m. and 8:00 a.m. and other off hours the fitness center manager and custodian will be supervising the facility.
Commissioner Nephew asked for clarification on the extra $6,000 that was budgeted for marketing.

Supervisor Kroger explained that the budget last year for Recreation marketing was $14,000 and $6,000 was added to that for the Ackerman facility.

Commissioner Kinzler suggested surveying the SARC fitness center members and ask them if they will use the Ackerman facility once it opens, continue to use the SARC facility, or both. If 80% of the people said they were going to use Ackerman exclusively it may be worth moving the SARC equipment to Ackerman to save money.

Director Atwell commented that he felt surveying the SARC members was a good idea when Commissioner Kinzler brought it up at their last meeting so he asked Assistant Superintendent Defiglia to conduct the survey. Because Director Atwell uses the fitness center in the morning he had asked people which facility they would use and all said they would continue to use SARC. He did not know how people who use the facility during the day or evening would feel but if the survey shows the majority would go to Ackerman the Board could make a decision on the future use of the SARC fitness center.

Commissioner Creech commented on the anticipated $20,000 revenue from the White Sox lease of the ball cages. She determined that the Sox batting cage area was a little shy of 6500 sq. ft. and the total facility is a little over 88,000 sq. ft. If you take the percentage of the building that the batting cages occupy and multiply out the total utilities for that space is about $13,500 and the cost for maintenance adds another $5500. She asked how the $20,000 was determined.

Director Atwell explained that it was determined by conversations with the White Sox and what numbers they are looking at producing, and researching other facilities where they have leased space such as LaGrange and Tinley Park. There is no downside for the Park District as far as safety and professionalism as the Sox will have an adult in there at all times that runs not only the cages but does training. This is much safer than having an assistant coach or dad operate the cages.

Commissioner Creech said she was looking at it as a financial concern since the Park District spent an additional $680,000 on the batting cage space.

Commissioner Kinzler suggested that since the Park District may not be able to negotiate the lease price but they could negotiate the length of the lease. After two years utility costs will have increased so the Park District could increase the monthly lease.

Superintendent Scarmardo commented that the Sox will be responsible for the maintenance of the batting cages and all the light bulbs are high energy fluorescent bulbs. He did not feel the utility costs would be $13,000 for the batting cage space.

Commissioner Kinzler suggested putting in a separate electric meter for the batting cage area and have the Sox pay their own utility costs. Superintendent Scarmardo stated he would look into doing that.

Attorney Adams thanked Commissioners Creech and Kinzler for their comments and stated he and staff are still in the process of negotiating the lease with the White Sox. He felt there were a lot of things that are not resolved and wanted to make sure the deal works for the Park District however, the numbers are only one component. As for the length of the lease, he and Director Atwell had discussed that earlier in the day. He felt there were opportunities for a larger revenue stream down the road even if the years one through three did not have a good return on investment. The Board will make the final decision whether they want to enter into the lease agreement.

Commissioner Creech commented on the possible arrangement with WDSRA for permanent space in the facility and them being willing to pay up to $1,000,000 for the space. The space for the Bulls/Sox is seven
times the size of the space for WDSRA but a fifth of the revenue.

Director Atwell commented that they are still in negotiations with WDSRA and their partnership will be for 99 years, not a three to six year lease like the proposed White Sox agreement.

Attorney Adams commented that there is an opportunity to do more as far as the White Sox but there is a limit as to how much they can push them. Ultimately it will be the decision of the Board to determine whether it is a deal they want to enter into or not, based on what he and Director Atwell are able to negotiate. The Board will have ample opportunity to evaluate the negotiated agreement.

At their last meeting discussion took place on the fee for users of the walking track. Commissioner Creech felt a one-time user fee for residents to cover the cost of the key card would be a strong marketing decision for the Park District.

President Minogue commented that as she recalled the discussion was regarding senior citizens. The proposed fee was $10 and $5 of that was to cover the cost of producing the card.

Recreation Supervisor Kroger commented that over the past couple of weeks he contacted other facilities that have walking tracks. Geneva is raising their fee this year from $5 to $25 for an annual walking fee, Downers Grove is going up to $100 for an annual fee for a resident with a daily fee of $2 and $3 for a non-resident, and Elk Grove is raising their walking track fee to a three month pass for $50 or a 12 month pass for $105. They do have free walking for active adults over 65 years of age.

One of staff’s concerns is there are only so many amenities you can offer fitness center members so to offer the walking track for free would devalue the membership, whatever the cost. A lot of the revenue for the facility will be in the fitness memberships so staff wants to be able to offer as many things under that membership fee as possible.

One reason why the other park districts are raising their fee was because the walking tracks are becoming overcrowded and fitness members are complaining that there is not enough space because of the number of daily users. People who have a membership to the walking track only are also complaining about daily users. He felt the Park District needed to be careful, especially in the first year, to be able to attract members. He did not have a problem offering active adults a price break but he felt it would be a mistake to offer something for free when it is an amenity for people who are paying a membership.

Commissioner Kinzler suggested they could wait to see the first year and may find that there are some summer months when the track is used less. If that is the case staff could have a promotion to offer senior week.

As for the facilities that are increasing their prices, Commissioner Nephew asked how many years it had taken to build up to the number of walkers they have. Ackerman will be a new facility and at first it will be fairly empty.

Supervisor Kroger stated the Geneva facility has only been open one year and they have 2,000 walkers.

Commissioner Hess felt a $10 fee was more than reasonable, senior or not, especially when surrounding communities are raising their prices very significantly. There are costs to cover with the pass as well as clerical time.

Commissioner Dallman commended staff on doing a great job on preparing the proposed operating budget for Ackerman. He appreciated all their hard work and efforts and going into detail when answering questions. Every question asked by the Board was answered with a very intelligent thought out answer. Staff has clearly done their homework. He recommended going with staff’s recommendations for the entire budget as outlined. From the beginning he has not wanted to be involved with the day-to-day operations and the Board always has
the flexibility, as with all programs, to make changes as needed.

President Minogue agreed and stated she had no problem with the $10 fee for the walking track as it covers the costs. $5 covers the pass itself and there is staff who input the information as well as administrative costs.

Director Atwell explained that staff was looking for Board approval on the proposed fees so they could be advertised.

Commissioner Nephew commented that she had additional questions on the budget but needed time to look at more numbers.

Staff was directed to place continued discussion on the proposed Ackerman Sports Complex budget under Unfinished Business for the August 18, 2009 Regular Meeting.

**Matters from Staff**

Supervisor Kroger announced that the 14U Phillies Girls Softball team won the Class A USSSA National Tournament in Florida.

President Minogue asked that the team be invited to a Board meeting.

Communications & Marketing Supervisor reminded the Board of the August 9 Poochapalooza event at SARC and the Glen Ellyn Chamber of Commerce Steak Fry on August 19.

Supervisor Kroger announced that the Glen Ellyn Gators took first place in the West Suburban Swim Team Conference for the first time in 15 years. They will also be invited to attend a Board meeting.

**Matters from Commissioners**

Commissioner Dallman asked if the Board would have the opportunity to recognize Katie DeRose who made the lifesaving move at Sunset.

Director Atwell stated that Superintendent Esposito was asking her to attend the August 18 meeting.

Commissioner Dallman thanked Mr. Dickson, Mr. Hupp and Mr. Blewett for their comments. Having served on GEYSO and GEYSA he felt their passion but being on the Park Board he cannot just focus on soccer. The Board has to focus on all program needs. There are people on the Board who clearly want to make sure all the youth of Glen Ellyn get their fair time. If the Park District had all the money in the world he would want to have all the fields redone. He again thanked staff for preparing the Ackerman budget and commented that the Board and staff have worked on the project for a long time and in a matter of six to eight months it will be real.

Commissioner Creech commented that there were two items that were not on the agenda and were discussed at previous meetings. Online audio/visual of Board meetings and a facility and field use study. When talking about the audio/visual she was talking about a low cost solution so researched the cost and passed the results around to the Board. She determined the costs for video equipment at $417 and suggested posting on YouTube.

Regarding the facility/field usage study, Director Atwell explained it was not on the agenda because staff was getting numbers from a consultant.

Commissioner Creech said at the last meeting she tried to specify that it was something that could be done in-house. She was told staff has all the numbers so didn’t see the advantage to hiring an outside consultant. She put together a sample report form staff could use to fill in information as to what kinds of facilities the Park District has, how many hours they are being used and how many participants by month. Staff can track numbers annually so when there is a Board retreat or when the Board is looking at planning decisions and priorities they can see that soccer or lacrosse are using fields.
Director Atwell commented that whether staff conducted a facility/field use study would be a decision made by the Board.

Commissioner Hess commented that he did not think the Board had determined the need or the reason for the study. Because the new Commissioners has mentioned several times that decisions were made based on anecdotal information, he asked them what decisions had been made by the Park Board based on anecdotal information.

Commissioner Creech explained in reading through some of the meeting minutes, when the Board talked about the Ackerman Sports Complex, the rationale of the Board was there was a desperate need for gym space. The numbers in the minutes were 35,000 sq. ft. and the facility about to open is 88,000 sq. ft. Maybe there was information not referred to in the minutes but for someone reading through those things she did not see the need for an additional 50,000 sq. ft. of gym space.

Commissioner Hess stated he could tell Commissioner Creech that from being on the Board, projects are beat up pretty heavily before a decision is made. Not every comment or statement is reflected in the minutes. The only full size courts the Park District will have will be at the Ackerman facility. The Park District also has a large multi-purpose area that was sized based on input from the soccer committees. The whole issue started with adding a gym to MSRC and the Board reacted to the public’s request and did not build it. Then the proposal for the Ackerman facility was taken to referendum and the public voted and approved the facility. He did not know how that could be considered anecdotal.

Commissioner Nephew suggested taping the Board meetings and putting them online would prevent some of the problems because people could actually listen to the discussion.

Commissioner Hess said he would be more than happy to have the audio/visual and facility/field study on the next agenda so the Board can determine the need to do them. The Board is waiting for some additional information, some costs to come back, and that is the reason the issues were not on the agenda.

Commissioners Dallman and Nephew also did not have a problem placing the issues on the agenda.

Commissioner Kinzler commented that a field use study could show that baseball isn’t utilizing a field at Newton so it might be possible to turn the field into a soccer field. He felt that was one example of the type of information that could come out of the study.

Commissioner Kinzler also suggested a more simpler format for Superintendent Woods to report on the budget. He felt the format would make it easier to compare monthly revenue and expenses.

Superintendent Woods explained that the Board is given a budget report every month for every fund that shows revenue and expenses for prior year month figures compared to current month as well as prior year figures compared with year-to-date figures.

Commissioner Nephew felt Commissioner Kinzler would like to see a one-page report.

Superintendent Woods explained that the Board also receives a one page report every month that shows all the revenue and expenses by fund and prior year to date and prior month to date.

President Minogue suggested Commissioner Kinzler share his suggested budget format with Superintendent Woods.

Commissioner Hess suggested Commissioner Kinzler meet with Superintendent Woods so she could explain the current budget report format.
Commissioner Nephew commented that she was very impressed with how the lifeguards dealt with the situation at Sunset Pool. She has gone there several times this summer and has been impressed with the lifeguards. They are always very attentive, they do practice drills and she is very happy to see they seem to take their work very seriously.

Commissioner Hess commented he went to Maryknoll Park on Sunday to play bocce ball. Both courts were utilized, one horseshoe pit was being utilized and miniature golf was going gangbusters. The splash pad and zip line were busy as well. One of the more used features was the nature area that came with the property. Kids come with their nets and try to catch the frogs. It was great to see so many people using the park and if felt good to walk around and see the park being utilized for the intent the Board which was to have a family park.

**Adjournment**
There being no further business, Commissioner Dallman moved, seconded by Commissioner Creech, to adjourn the Workshop Meeting at 9:10 p.m. (*Motion Carried*)

Respectfully submitted,

Jeanine Sesto
Board Secretary