

MINUTES REGULAR MEETING BOARD OF PARK COMMISSIONERS

April 15, 2021

The Regular Meeting of the Board of Park Commissioners was called to order by President Patinkin at 7:01 p.m. via Zoom video. The Secretary called the roll and the following were:

PRESENT: Antokal, Caron, Cohen, Lapin, Patinkin (5)

ABSENT: None (0)

and there was a quorum in attendance. Also present was Jeff Nehila, Secretary/Executive Director; Jeff Harvey, Jay Zahn, Laura McCarty, Tony Korzyniewski, Jason Mannina, staff members.

APPROVAL OF MINUTES

Motion made by Vice-President Caron, seconded by Commissioner Lapin, to approve the Minutes of the March 18, 2021, Regular Meeting; and the April 1, 2021, Workshop Meeting. Roll call vote as follows:

AYES: Caron, Lapin, Antokal, Cohen, Patinkin (5)

NAYS: None (0)

Motion passed in a roll call vote.

FINANCE REPORT

Approval of Disbursements

Motion made by Treasurer Cohen, seconded by Commissioner Antokal, to approve the Voucher Listing dated, April 15, 2021 in the amount of \$761,955.61 which includes \$800.97 of travel and training expenses.

Discussion followed:

Treasurer Cohen asked about the two companies we are using for tree service. Staff explained that the two companies provide different types of services.

Treasurer Cohen asked what fitness equipment was purchased. Staff responded that we purchased 4 new stationary bikes for our circuit classes. They will be used in the studios not on the fitness floor.

Vice-President Caron asked about the water credit for Clavey Park. Staff responded that we received a statement for a credit. Staff stated that it is a correction for a large water bill previously received.

Vice-President Caron asked about the roof leaks at Sachs. Staff responded that the leaks are on the east building from ice damming.

Commissioner Lapin asked what is going on with the copier at JPCC. Staff responded that we are switching over to new copiers throughout the district and the charges are for returning all of the old copiers.

Commissioner Lapin asked about the large water bill for Jaycee. Staff responded that it is due to making ice for the free skate and hockey rink.

Commissioner Lapin asked about the three charges for the air compressors. Staff responded that the charges are for purchasing parts for the garage air compressor.

Commissioner Lapin asked about the two purchases of rock salt on the same day for the same cost. Staff responded that we picked up two loads of salt on the same day and paid for them separately.

Commissioner Lapin asked about the multiple purchases for Woodland dugout roof. Staff responded that we had to pick up different lumber and trim and some of it was a special order so some charges were separate.

Commissioner Antokal asked about the Clavey drainage work. Staff responded that we had budgeted money for drainage work for behind field 3 and this cost is for design services for that project.

Commissioner Antokal asked about the Woodland dugout rivets. Staff responded that we added metal roofs to the Woodland dugouts, and the rivets attach the sheet metal roof to the sides.

Commissioner Antokal asked about the clubhouse utility bills. Staff responded that we had to change from paying the utility bills on the P-card to paying them by check. When we pay on them on the P-card it creates an accounting delay, so the payment doesn't show up until the next month.

Treasurer Cohen asked about there being no reporting of resident or non-resident for 2020 for the golf course. Staff responded that due to the way the online tee times were handled, we didn't capture that information. For 2021, however, we will be able to capture resident and non-resident data.

President Patinkin asked about the cost of the replacement lights in the Bulls Gym. Staff responded that the entire project was about \$15,000 but with the ComEd incentive of a little over \$10,000 we received, our balance to pay was about \$5,000.

Roll call vote as follows:

AYES: Cohen, Antokal, Caron, Lapin, Patinkin (5)

NAYS: None (0)

Motion passed in a roll call vote.

PUBLIC COMMENT

Director Nehila read emails that were marked Public Comment and were received prior to the meeting from Lara Ziegler and Meredith Lacaillade.

COMMITTEE LIAISON REPORTS

Golf Advisory Committee

A verbal report was given on the April 8, 2021 Golf Advisory Committee meeting. A new member was welcomed to the committee. Discussion topics included opening operations, junior golf lessons and summer camps, course conditions, permanent tee time status and marketing initiatives.

PTC Members' Council

A verbal report was given on the April 8, 2021 PTC Members' Council meeting. The Center has 525 active members as of March 30. The Center has gained 12 new members since the beginning of the year. A Native Plant Sale will be held on Saturday, April 17 in the parking lot. Two times blocks have been set with 50 people allowed in each time block. Virtual programming continues to be well attended.

Deerfield Park Foundation

A verbal report was given on the April 12, 2021 Deerfield Park Foundation meeting. There was no quorum in attendance to approve any business, but an informal discussion on fundraising was held. Upcoming fundraising efforts include a golf raffle, Moonlight Golf on October 1 and another dining event.

NEW BUSINESS

Appointment to Citizen's Pool Advisory Committee

Motion made by Vice-President Caron, seconded by Commissioner Antokal, to appoint Sari Winick and Lauren Patinkin to the Deerfield Park District Pool Advisory Committee for a 3-year term effective April 15, 2021. Roll call vote as follows:

AYES: Caron, Antokal, Caron, Cohen, Patinkin (5)

NAYS: None (0)

Motion passed in a roll call vote.

Blumberg Park Playground Renovation Project Payout Request #1

Motion made by Treasurer Cohen, seconded by Vice-President Caron, to approve Payment Request #1 for the work completed on the Blumberg Park Playground Renovation Project in the amount of \$36,001.80 as submitted by Hacienda Landscaping, Inc. Roll call vote as follows:

AYES: Cohen, Caron, Antokal, Lapin, Patinkin (5)

NAYS: None (0)

Motion passed in a roll call vote.

Professional Research Services for 2021 Community Needs Assessment Proposal

Motion made by Commissioner Lapin, seconded by Vice-President Caron, to approve the proposal from Public Research Group for Professional Research Services for a Community Needs Assessment to include all components of their proposal for an amount not to exceed \$20,000.00. Roll call vote as follows:

AYES: Lapin, Caron, Antokal, Cohen, Patinkin (5)

NAYS: None (0)

Motion passed in a roll call vote.

Purchase Approval – South Park School East Playground Equipment

Motion made by Treasurer Cohen, seconded by Commissioner Lapin, to approve the purchase of specified playground equipment for South Park School East Playground from PlayTower LT Farmington, Inc. through Sourcewell cooperative purchasing program in the total amount of \$70,000. This includes a 2-5-year-old structure, 5 independent play apparatuses and age-appropriate swings. Roll call vote as follows:

AYES: Cohen, Lapin, Antokal, Caron, Patinkin (5)

NAYS: None (0)

Motion passed in a roll call vote.

Bid Approval – South Park School East Playground Renovation

Motion made by Treasurer Cohen, seconded by Vice-President Caron, to approve the base bid of \$110,272, Alternate #2 for \$1,800 and Alternate #3 for \$13,076 from D & J Landscape, Inc., Plainfield, IL in the total amount of \$125,148 for the construction of the east playground at South Park School. Roll call vote as follow:

AYES: Cohen, Caron, Antokal, Lapin, Patinkin (5)

NAYS: None (0)

Motion passed in a roll call vote.

Pool Operations and Fees

Vice-President Caron began the discussion by commenting that she agrees with the emails received and would like the district to sell passes this summer. She also believes the \$10 per person fee is too high for resident families to pay. The board understands that the pools do not make money and need to be subsidized. This isn't the year to make the cost effectiveness the priority for the park district. She commented that when the budget was approved in November there was no vaccine. Now everyone 16 years and older are eligible for the vaccine.

Commissioner Lapin stated that he agreed with Vice-President Caron and suggested the daily fee be calculated using the cost per person for our pool passes. He suggested a \$10 fee for the first person in a family and \$3 per person for each additional person.

Commissioner Caron mentioned that Glenview Park District is offering passes this year and supports pass sales and suggested a no refund policy if closures due to COVID occurred.

Treasurer Cohen believes we should only have daily admission for this season. We should offer a flat rate of \$6-\$7 for residents and a flat rate of \$10 for non-residents. This will keep things simple if we have to shut down for a COVID exposure. He would support returning to passes next season.

Commissioner Antokal agreed but preferred a hybrid model of pool passes and daily admissions. He stated that we should double the cost of passes from the 2019 rate and have a set number of registration time slots available for passholders such as 45 slots and leave some time slots available for daily fee users. He agreed with the \$7 resident and \$10 non-resident daily fee. It's the board's responsibility to make the pool available to as many people in the community as possible.

President Patinkin referred to public comment received that quoted our mission statement and agency goals which neglected to mention all of our agency goals which includes fiscal responsibility. He added that are way more people in Deerfield that don't use the pools than do use the pools. There's innumerable numbers of playgrounds for kids and recognizes what Commissioner Caron is saying. He added that Director McCarty is going to tell us we are going to lose \$600,000 this pool season. He commented that he can't come to a resolution and would like more time to discuss and review the data. He suggested making this a topic of discussion at the May workshop meeting if staff has the time to wait.

Director of Recreation McCarty presented information on pool operations and how staff came to the decisions they did. The plan for the 2021 pool season is to operate following Phase 4 guidelines of the Restore Illinois Plan and similarly to the way in which Mitchell Pool was efficiently and successfully operated last summer during the pandemic. The main operational differences between this summer and last summer include having the opportunity to open 2 pools, last summer Deerspring pool did not open, and being able to open on time and allow the community to enjoy a full pool season. Last year the opening of Mitchell Pool was delayed due to staff having to wait for COVID operational guidelines for pools and we were unable to open until July 6, cutting the season short by about 4 weeks.

The 2020 pool operating model was structured to ensure a safe and successful season for employees and visitors, and this was achieved by closely following social distancing and gathering guidelines. It was decided not to sell a regular pool season pass because pass holders would not have enjoyed the full value or benefits of the pass which in large part is being able to visit the pool whenever you want, without having to make a reservation and for an unlimited amount of time per visit. So instead, public swim was offered in two-hour time blocks in which each visitor paid \$9/visit and had to make a reservation prior to visiting to ensure capacity limitations could be adhered to. This system was ultimately very successful. Capacity at the beginning of the 2020 season was limited 50 visitors per time block but as the season progressed capacity was increased to 75 visitors per time block. The capacity plan for 2021 is to allow 100 visitors per time block and the admission fee is set at \$10/visitor. Residents and non-residents will have the opportunity to enjoy the pools, however residents will receive priority and be able to make a reservation beginning 5 days before the day they would like to visit and non-residents beginning only 2 days before the day they would like to visit.

In looking at the 2021 budget, a total of \$286,500 in revenue is budgeted for public swim revenue between both pools. The season will be 12.5 weeks in length (if there aren't any closures) and this budgeted projection was based on offering approximately 26 public swim time blocks between both pools each week and selling 75 reservations at \$10/visitor. However, we have decided that based on current guidelines and the way in which pool capacity can be determined that we will be able to accommodate 100 visitors during each time block.

In 2020 a total of \$55,809 was generated in public swim daily admission revenue for a five-week season. The season was supposed to be 7-weeks but we ended up having to close for 2-weeks due to a COVID exposure. And then to give you an idea, if a regular season pass were to be sold for the 2021 season over 1,500 passes would need to be sold to generate the public swim revenue budgeted for 2021 which again is \$286,500. This is based on the number of season passes typically sold (which is anywhere between 700-900 passes/season) and revenue generated during a regular season.

Director McCarty shared a few more budget highlights as it relates to pool operations: The net loss for Mitchell Pool in 2020, which again is the only pool that opened, was \$380,920. We are projecting a \$596,029 net loss for the 2021 season and this can be attributed to operating 2 pools for a full season.

And then in 2019 which was our last regular pool season pre-pandemic, the net loss for both pools was \$316,036 and again the reason the net loss was less than 2020 and the projected net loss for 2021 is because staff costs were lower as this was prior to the minimum wage hourly adjustment for all staff, and then during a regular season all services (rentals, larger swim lesson groups, daily fee admissions, coupon books, etc.) can be offered.

And then in taking a closer look at pool season pass history to refresh your memory on the types of passes sold, as well as the number of passes sold and revenue generated, the first chart includes the types of season passes sold during a regular season along with the early bird and regular season fee.

As you'll recall, prior to COVID, people could purchase a season pass which gave them an unlimited opportunity to participate in public swim throughout the season. The pass was purchased for a onetime fee and was available for an individual and for families with up to six individuals. The pass fee was discounted based on the number of individuals in a family. So the resident fees for each pass type as well as the savings/discount based on the number of individuals on the pass are included below.

	Early Bird Pricing Through 5/29	Savings/Individual	Regular Season Pricing After 5/29	Savings/Individual
Individual	\$104	N/A	\$135	N/A
Family of 2	\$144	\$32	\$180	\$45
Family of 3	\$170	\$47	\$209	\$65
Family of 4	\$204	\$53	\$238	\$75
Family of 5	\$231	\$58	\$275	\$80
Family of 6	\$262	\$60	\$311	\$83
Senior	\$80	N/A	\$80	N/A
Senior Couple	\$123	\$18	\$123	\$18

The second and third charts shows the number of types of resident passes sold at the early bird and regular season rate as well as the revenue generated from each pass type in 2018 and 2019. And again these were pre-pandemic years and present a realistic picture of number of passes sold and revenue generated. So in 2018, a total of 859 passes were sold and \$142,961 was generated in pass sale revenue and in 2019 a total of 789 passes were sold and \$135,480 was generated in pass sale revenue. You can also see that the family of 4 pass seems to be the most purchased season pass. So if a season pass were to be sold for this season we could expect that there could be over 800 people that would be looking to enjoy the pool because they purchased a pass and our time blocks can only accommodate 100 visitors for 2 hours at a time.

2018	Early Bird	Revenue	Regular Season	Revenue
Individual	77	\$6,862	13	\$1,625
Family of 2	111	\$14,874	11	\$1,870
Family of 3	209	\$33,231	16	\$3,168
Family of 4	225	\$43,650	21	\$4,788
Family of 5	93	\$20,460	6	\$1,590
Family of 6	22	\$5,544	2	\$600
Senior	N/A	N/A	32	\$2,326
Senior Couple	N/A	N/A	21	\$2,373
TOTAL	737	\$124,621	122	\$18,340

2019	Early Bird	Revenue	Regular Season	Revenue
Individual	73	\$7,157	8	\$1,040
Family of 2	103	\$14,149	12	\$2,064
Family of 3	185	\$30,360	16	\$3,325
Family of 4	221	\$43,979	18	\$4,092
Family of 5	73	\$16,457	11	\$2,478
Family of 6	16	\$4,111	3	\$918
Senior	N/A	N/A	25	\$2,400
Senior Couple	N/A	N/A	25	\$2,950
TOTAL	671	\$116,213	118	\$19,267

The final chart shows the cost per visit if a pass holder were to visit the pool every operating day or for half of the operating days. This is just to give you an idea of the value of the pass when it can be used during a regular season in the way it was structured to be used. So for example, for a family of 4 pass which costs \$204, breaks down to 58 or 68 cents person based on early bird or regular season fee if you visited the pool every day and if you visit half of the operating days, it breaks down to 1.16 or 1.35 based on early bird or regular season fee.

A typical pool operating season is approximately 87 days or 12.5 weeks, and the chart below displays the cost per visit if season pass holders were to visit the pool every day as well as half of the operating days. The first cost is at the early bird season pass fee and the second cost is at the regular season pass fee.

Pass Type	Cost Per Visit/Individual If visited the pool every day (87 days)	Cost Per Visit/Individual If visited the pool half of total operating days (44 days)
Individual	\$1.20/1.55	\$2.36/3.07
Family of 2	\$0.83/1.03	\$1.63/2.04
Family of 3	\$0.65/0.80	\$1.29/1.58
Family of 4	\$0.58/0.68	\$1.16/1.35
Family of 5	\$0.53/0.63	\$1.05/1.25
Family of 6	\$0.50/0.60	\$0.99/1.17
Senior	\$0.92	\$1.82
Senior Couple	\$0.71	\$1.40

And then visitors also can pay a daily fee during a regular/pre-pandemic season. The daily admission fee in 2018 and 2019 was \$8/visit and a total of 158 daily admission visits were sold each year. In 2020 the daily fee was scheduled to be \$9.00 per visit and for 2021 the daily fee is scheduled to be \$10.00 per visit.

Finally, I want to highlight the benefits or advantages of offering public swim daily admission for the 2021 season which are also many of the reasons we chose not to offer a regular season pass this summer. And again, public swim will be offered in 2-hour time blocks.

So as outlined:

- This system is identical to the system that was used during the 2020 pool season in which operations were efficient and seamless.
- If for some reason restrictions become more restrictive throughout the summer due to an increase in COVID cases and pools are forced to close, or if there is an exposure at the pools and the pools must close for an extended period, staff would have to provide pro-rated refunds to all those who purchased season passes which could ultimately result in revenue loss. The public swim daily admission option allows for the visitor to pay per visit and refunds would not have to be issued if pools had to close. When pools could reopen it would be more efficient to reimplement the daily admission fee instead of reselling a pass at a pro-rated amount for the remainder of the season.
- This system is a great way to control capacity and to ensure those who make a reservation show up for their reservation. If a season pass were to be offered, reservations would still be required to control capacity, but there is a greater chance people will not show up for their reserved time slot because they will not have to pay for the actual reservation at the time of making the reservation since they have already purchased a season pool pass, which could ultimately take a spot from someone who didn't get a reservation because the time block was full.
- This system will allow each household to make a reservation for up to 10 individuals per time slot, whereas a season pass will only allow those on the pass to make a reservation and all other family/friends would have to purchase the \$10 daily fee for admission.

There are very few park district pools offering a regular pool pass for the 2021 pool season. The Glenview Park District is the closet surrounding district that is offering a regular season pass and they are charging \$120 per pass. Most other surrounding districts including Highland Park (who is also charging \$10/visit), Buffalo Grove, Vernon Hills, and Wilmette are only offering the daily admission option and are charging anywhere between \$7-\$10 per visitor.

In summary, as accommodating as it would be to sell a season pass, we all know the pandemic is not over and from an operational standpoint there is still too much uncertainty in terms of being guaranteed a full season without any closures/interruptions. Also, it would become an administrative challenge if passes needed to be refunded, prorated, and then reinstated should the pool have to shut down for any length of time throughout the season. In addition, due to capacity limitations, two-hour time blocks would still be implemented if a season pass were sold, and reservations would still be required if a pool pass were sold, so passholders would not be able to enjoy the full value of the pass which in large part is being able to visit the pool whenever they choose (do not need to make a reservation) for an unlimited amount of time with each visit. The pay as you go or daily fee option that was planned is a much more flexible and manageable option, and it still gives the community the opportunity to enjoy visiting the pool while ensuring guidelines are being adhered to resulting in safety for all staff and visitors.

Executive Director Nehila stated that while there may be hope and the perception that things are different this year, but they aren't. We are still in Phase 4 of Restore Illinois Plan and have to follow the guidelines.

Commissioners inquired why lap swim passes are being offered and not family passes. Commissioners discussed having a daily fee for lap swim instead of a pass. Lap swimmers would sign up for time blocks using the same method public swim users will if no lap swim passes are offered.

President Patinkin expressed concern that the same people could get to book all the time slots. Treasurer Cohen commented that everyone will have the same opportunity to go online and purchase admissions.

Commissioner Lapin commented that he likes Treasurer Cohen's pricing plan and Commissioner Antokal commented that he has changed his mind and agrees with Treasurer Cohen's modified plan.

Staff can certainly adjust the recommendation to include a lower rate for adult residents, a child resident rate and one fee for non-residents. And since lap swim is only 45 minutes long, the fee could be \$5 per person.

After discussion, motion made by Treasurer Cohen, seconded by Commissioner Antokal, to modify the pool fee structure for the 2021 pool season as follows: for public swim – daily fee for adult resident \$7 per person, child resident 12 and under \$5 per person; for lap swim – daily fee for adult resident \$5 per person; for non-residents daily fee of \$10 per person with no limitations on the number of blocks people can sign up for.

President Patinkin asked that staff check with IT to determine if our system can be set up to accommodate this structure. If there are any issues, Commissioners will revisit the topic.

Vice-President Caron asked if we could stagger the registration for time blocks, so everything doesn't become available at once. Staff responded that the plan, for example, is to have the 11:30 a.m. time block go on sale at 11:30 a.m. five days in advance and so forth.

Commissioner Antokal asked if reservations can be made on our app to make the process more convenient. Staff responded that it would work the same way as booking a time at Sachs as long as you can log into our registration system.

Roll call vote as follows:

AYES: Cohen, Antokal, Caron, Lapin (4)

NAYS: Patinkin (1)

Motion passed in a roll call vote.

Other Matters

Summer Camp

Summer camp registrations are at over 700 participants. We have found additional space as we removed the Treehouse playground equipment at Jewett Park Community Center and will be able to accommodate more of our younger campers.

Vaccination Site Update

Executive Director Nehila provided an update on the vaccination site at Patty Turner Center.

Vice-President Caron acknowledged the Patty Turner Center members for being so gracious and understanding with the center hosting a vaccination site at a time when most of the members are vaccinated and could start attending more programming at the center.

Motion made by Commissioner Lapin, seconded by Commissioner Antokal, to adjourn the Regular Meeting at 8:56 p.m. Roll call vote as follows:

AYES: Lapin, Antokal, Caron, Cohen, Patinkin (5)

NAYS: None (0)

Motion passed in a roll call vote.

The next Regular Meeting of the Board of Park Commissioners is scheduled for Thursday, May 20, 2021, at 7:00 p.m. via Zoom.

Respectfully submitted,



Jeff Nehila, Secretary