



**GLENCOE PARK DISTRICT
999 Green Bay Road
Glencoe, Illinois 60022**

**GLENCOE PARK DISTRICT BEACH AND LAKEFRONT ADVISORY GROUP
Tuesday, November 5, 2013 – 7 p.m., end time 8 p.m.
Takiff Center**

**Consistent with the requirements of the Illinois Compiled Statutes
5 ILCS 120/1 through 120/6 (Open Meetings Act), notices of this meeting were posted.
Location of the meeting is the Takiff Center, 999 Green Bay Road, Glencoe, IL 60022**

REVISED AGENDA

- I. Roll Call
- II. Approval of Minutes – June 20, 2013 Meeting
- III. Matters from the Public
- IV. Overview of 2013 Season
- V. Initial Survey Results
- VI. Thoughts for 2014 Season
- VII. Lakefront Advisory Group Member Terms
- VIII. Village Request – Water Plant Update
- IX. Other
- X. Adjourn

The Glencoe Park District is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or facilities, are asked to contact the Park District at 847-835-3030. Executive Director E-mail address: lsheppard@glencoe parkdistrict.com

MINUTES OF THE GLENCOE BEACH AND LAKEFRONT ADVISORY GROUP MEETING
JUNE 20, 2013. HELD AT GLENCOE BEACH, 100 HAZEL AVE, GLENCOE, ILLINOIS

The meeting was called to order at 7:00 p.m. by Andre Lerman, Chair and Commissioner.

Roll Call: In attendance were Andre Lerman, Lisa Brooks, Susan Issacson, and Seth Palatnik, Commissioner. Also in attendance were Park Board President Bob Kimble, Janet Lerman, and Brian Homans. In attendance from staff: Steve Nagle, Director of Operations, David Johnson, Facilities Supervisor, and Executive Director Lisa Sheppard.

Lerman called a motion to approve the minutes of the January 31, 2013 meeting of the Glencoe Beach and Lakefront Advisory Group and Palatnik. The motion was approved unanimously.

Matters from the Public: There were no matters from the public at this time.

Beach report and recommendations: Johnson reviewed the first month of the 2013 Glencoe Beach season. He noted that the retention rate for seasonal staff from 2012 was 90%, a much higher rate than most years. Johnson noted that June weather in 2013 was colder, cloudier and rainier than 2012 and that probably will have some impact on token sales and revenues. He was hoping for better weather as July approaches.

Johnson also commented that he was happy with the "new and improved" sailing program in 2013 and the goal this year is to have beginners feel comfortable sailing on their own. He also discussed a new rescue craft and the purchase of a new dolly with oversized wheels to allow boat guards to transport the craft to and from the boat house with more ease. He also mentioned that the south side sail beach is benefiting from the stationing of harbor masters on the south side Fridays through Sundays.

Nagle noted the impact of seagulls on bacteria counts, and said there are ongoing efforts to discourage seagulls to congregate on the beach or near the shoreline. He also said that the district is in discussions with the village to address outflow of nearby drainage pipes to soften the flow and get some filter beds. He mentioned the addition this year of a "Beach Services" team member on weekends to help the guards with enforcement of beach rules. He continued that this year the beach was still using beach tokens but will transition to using the new RecTrac system for managing admissions in 2014, with the addition of a new DSL line at the beach house.

Issacson inquired about the new signs, and in particular, the restrictions on dogs from May 15 to Sept 15. Nagle noted that the increased signage, with universal language, was one of the ideas presented by the Advisory Group, and he would be evaluating feedback on the signs. Lerman encouraged him to see if the increased signs helped the operations of the beach, and to evaluate at the end of the season. Nagle also commented that the regulations regarding dogs was related to a village ordinance that previously had not been enforced, so signs were created informing dog owners of the restrictions starting May 15.

Nagle also noted that the beach was getting active use from summer camps and from overnight campouts, as other staff was busy setting up a campout on the beach or summer campers as the meeting took place. He also reminded all of the upcoming July 4 event on the beach and noted that the district and staff are well prepared for this event which attracts 2,500 people.

With no further business, Palatnik made a motion to adjourn. Brooks seconded the motion. The meeting adjourned at 8:30 p.m.



To: Lisa Sheppard, Executive Director
Andre Lerman, Park Board Commissioner
Glencoe Beach Lakefront Advisory Group

Date: October 31, 2013

From: Steven Nagle, Director of Operations
David Johnson, Facility Manger

SUBJECT: 2013 Lakefront Updates

2013 Overview

The 2013 lakefront season turned out to be a great, safe and exciting year for both participants and staff. The summer was considerably cooler in the months of May and June which caused pass sales and program registration to be lower than expected. The month of July brought warmer weather and increase in daily admission and overall sales. New events this year included the Father's Day BBQ in June and Pass Holder Appreciation night in September. The following is a brief overview of the season. A more detailed report will be done in December.

Staffing: Staff levels were good until the month of August. In the month of August we experienced many staff leaving due to college or school related activities, however Beach and Boat operation were never closed due to lack of staff this summer. We did lose two key staff supervisors and two employees quit without notice.

Lake Front Signage: There were a total of 25 signs created to enforce lakefront rules and regulations. Also, signs were created such as no pets allowed on the beach from May 15 through September 15, as well as roadway stickers to increase the visual messaging. Staff was very proactive about enforcing all rules this year.

Boating Beach: The boating beach sand spots were filled to capacity for summer storage. The Winter Storage applications are being finalized. Boats are scheduled to be moved by November 10th, pending weather. We did have some suggestions brought to our attention and a byproduct of that is a formation of a small boaters group who have agreed to help provide insight into operational issues, securing volunteers for painting, small building and boat repair projects, improving the launch and retrieval system and boat storage. A thank you to John Travis, Dave Zupan and Tom sparks for their willingness to give back to the boating beach.

Rental Hut Services: The Rental Hut was revitalized with new signage, paint scheme and increase staff exceptions. The purpose of the change was to have the Rental Hut stand out and attract customers. Weather did affect operations, but overall there was an increase in revenue compared to last summer.

Sailing Programs: Beginner sailors enjoyed instruction from our Glencoe Shores Sailing School staff. We will look to re-vamp classes (Adult Sailing) and improve training methods by recruiting young sailors from Chicago Yacht Club / Northwestern Sailing School.

Wilmette Visit: David Johnson and Steve Nagle visited the Gilson Beach which is operated by Wilmette Park District. During the visit, there was insight into placement of buoys and set up of swim line, daily boating operations and paddleboard storage/rental systems.

PDRMA: The park district's risk management agency visited in July to audit the entire lakefront to make sure each facility is operating safely. PDRMA noted that the beach/boat operations have shown a dramatic improvement from a few years ago due to increase awareness of safety, onsite management presence and the importance of training to a higher standard-US Sailing. The training on the lakefront will continue to include those topics that PDRMA recommended. Staff will continue to fully train on 3 points of contact and PDRMA recognized the improved procedures put in place for Boat operations.

Lifeguard Games: Beach Staff competed against Wilmette and Evanston in different lifeguarding events such as swimming, running and basic rescue. This annual event is a great teambuilding activity for all staff which stresses high performance and expectations in training.

Courtesy Patrol: New this year was the Courtesy Patrol employee that worked on monitoring the south beach boating area, assisted in cleaning and enforcing rules during Saturdays and Sundays, weather permitting. This position assisted in covering several positions in the month of August when there was a staff shortage.

Northbrook Agreement: The Northbrook agreement was again a success in offering resident rates for Northbrook residents. The agreement offered resident pass rates for Northbrook residents for beach admission and resident rates for Northbrook residents for rental of the Trellis, Monday through Thursday. The total amount that was received was \$15,115.

Special Events/Programs during 2013:

- Father's Day BBQ: June 16. 53 people attended
- Beach Campouts: June 28 and August 2: large screen movie, dinner, s'mores, campfire and breakfast. 152 total attendance.
- Regattas: 3 regattas scheduled on July 6, 20 and August 10.
- Volleyball Tournament: cancelled due to low registration.
- Family Sand Sculpting: prizes and awards given to most creative/best sculptor on July 28. 7 families participated.
- Concerts on the Beach: June 16, July 14, August 4. Over 150 people attended each concert.

Review of 2013 Initiatives

- Improved/Expanded Staff Training—upgraded Customer Service training & Sail staff training
- US Sailing Training for Boat staff: standards and certification for all Boat staff (PDRMA)
- Pre-season rental boat repairs
- Courtesy Patrol – Weekends
- South Shore Surveillance Rotation – Weekends
- Formalized Private Lessons system
- Re-branding of Glencoe Shore Sailing School and new classes
- Improved Branding/Graphics of Rental Hut
- Enhanced/Expanded signage
- New Rescue Boat/Trailers
- New Radios for Beach and Boat operations
- New Sun Shelter tops
- Upgraded Boat House bathrooms
- Replaced water dispensers
- New outside Camp marketing
- Improved methods of auditing boat spaces
- Two new Special Events – Father’s Day and Pass Holder

Overview of 2013 Lakefront Numbers

Number of Days closed due to High Bacteria: 7

Number of Swimming Beach Rescues: 12

Number of capsizing/assistance on Glencoe Boat beach: 7

Resident Beach Passes: Individuals: 7 Families: 383

Non-Resident Passes: Individuals: 5 Families: 61

Senior Passes: Resident: 12 Non-Resident: 1 Senior Couple: 18 (R)

Northbrook Passes: Individuals: 4 Families: 144 Seniors: 7

Recommendations for Glencoe Beach 2014

The park district will be evaluating pricing, program improvements and daily operations in the Lakefront report. The following are a few items we recommend introducing next summer.

- Beach Concession: Concession Bids received. Recommendation will be made at November Board meeting.
- Enhanced Adult Sailing Class
- Sailing 101 teaser events
- Paddleboard Rentals and Intro Class
- Revamp Beach Campout
- Revamp Beach Volleyball Tournament to a one day event
- Enhanced recruitment/training of Lakefront Managers on safety, customer service and rule enforcement.



Glencoe Park District Beach and Lakefront Advisory Group

<u>Members</u>	<u>Term</u>	<u>Term Ends</u>
John Fitzgerald	2 years	November 15, 2013
Susan Issacson	2 years	November 15, 2013
Laurie Morse	2 years	November 15, 2013
Linda Singer	2 years	November 15, 2013
Tom Sparks	2 years	November 15, 2013
Gael Strong	2 years	November 15, 2013
Tom Welch	2 years	November 15, 2013
Toni Risdon, alternate member	2 years	November 15, 2013
Lisa Brooks	4 years	November 15, 2015
Scott Goldberg	4 years	November 15, 2015
Andre Lerman, Chair and Commissioner	4 years	November 15, 2015
Seth Palatnik, Commissioner	4 years	November 15, 2015
Jon Ruderman	4 years	November 15, 2015

November 1, 2013



Glencoe Park District Beach and Lakefront Advisory Group Now Accepting Applicants!

The Glencoe Park District Beach and Lakefront Advisory Group is a representative sounding board that provides valued input and overall oversight of the Glencoe Beach and Lakefront Park. The Advisory Group's primary purpose is to ensure beach programs and operations best serve the needs of the Glencoe community and beach patrons.

The group serves in an advisory capacity to Park District Staff and provides input to the Park Board in the following three areas:

- 1) [Programming and operations](#) at Glencoe Beach, Perlman Sailing Beach and Lakefront Park, which includes parks, beaches and indoor facilities,
- 2) [Natural environment](#), which includes landscape character, ecology, and water (lake and park),
- 3) [Built environment](#), which includes roads, parking, trails, and structures.

The Glencoe Park District Board of Commissioners formally authorized the creation of the Glencoe Beach and Lakefront Advisory Group at its regular board meeting on October 18, 2011. The group consists of a limited number of volunteers, representing a cross section of patrons and members of the community who have an interest in Glencoe Beach and Lakefront Park. The group meets approximately four times per year, with weekday evening meetings that last 60-90 minutes. The Advisory Group reviews annual operational plans, policies, and long-range plans related to the Glencoe Park District Beach and Lakefront Park.

The Park Board is looking for volunteers to be considered for appointment to a two-year term on the Glencoe Park District Beach and Lakefront Advisory Group. If you are interested, please fill out the attached questionnaire by November 29, 2013 and send to alerman@glencoeParkDistrict.com. E-mail inquiries and general questions regarding the Glencoe Park District Beach and Lakefront Advisory Group are also welcome.

To apply, please complete the attached Glencoe Beach and Lakefront Advisory Board application.



Glencoe Park District Beach and Lakefront Park Advisory Group Application

Name: _____

Address: _____

City: _____ Years as Glencoe Resident: _____

Phone: _____ Day Evening

E-mail: _____

Interested in: 2 year term

1. Please describe your interest in the Glencoe Beach and Lakefront Park. In your description, please tell us how you use the beach, if you are a season pass holder, and any special interests you have related to Glencoe Beach/Lakefront Park.
2. What do you like most about Glencoe Beach and Lakefront Park?
3. What do you think we can do to improve Glencoe Beach and Lakefront Park?
4. What would you like to see the Lakefront Advisory Group accomplish?
5. What other Glencoe community boards, commissions, or volunteer groups have you been a member of?
6. Please provide other relevant personal information, including profession, special interests, etc.

If you would like to include any additional relevant information, please attach it as a separate page. Please forward the completed application to alerman@glencoe park district.com