

# Memorandum

**From:** Shawn Roby, Director of Parks and Recreation  
**To:** Mayor Hanson, Village Board of Trustees and Administrator Keim  
**CC:** Park Board  
**Date:** September 28, 2016  
**Subject:** Ice Rink

As we are starting to come into the 2016-17 winter I wanted to have a discussion with the village board regarding the installation of the Ice Rink for the 2016-17 winter season. We are approaching the time frame at which we would normally be purchasing the liner for the upcoming ice rink season. Concerns have been expressed related to the amount of time the ice rink was available vs. the cost to install it and tear it down. Below is a breakdown on the 2015-16 cost associated with the ice rink.

2015-16 Ice Rink Cost			
	Setup	Teardown	Total Cost
Personnel	\$7,637.34	\$3,101.92	
Materials	\$315.56		
Equipment*	\$8,140.75	\$1,888.00	
Liner	\$1,338.93		
Total	\$17,432.58	\$4,989.92	\$22,422.50

Prior to purchasing the new liner which will cost approximately \$1,500 we would like to ensure that the board is still interested in moving forward for this winter. Obviously, the weather is extremely important to the success of this rink. In 2013 (year 1) we had an exceptionally cold winter which provided the access to the ice rink from January (installed) till mid-March for the residents. In 2014 access for the rink was 1.5 months of the winter time. Due to warmer weather in 2015-16 season we only had access for the rink for 10 days.

*\*Equipment Cost of Village Vehicles based on FEMA schedule of equipment rates*