

Due to the COVID-19 pandemic and pursuant to the Governor's Disaster Declaration and Executive Orders, last amended by Executive Order 2020-44 on June 26, 2020, and the Illinois Open Meetings Act, 5 ILCS 120n(e), as amended on June 12, 2020, the President of the Wood Dale Park District Board of Commissioners has determined that an in-person meeting of the Board is not practical or prudent because of the present disaster. Accordingly, the Board will conduct this meeting remotely via ZOOM webinar. Members of the public may join the webinar by contacting our Marketing Manager, Ali Geary in advance by e-mail (ageary@wdparks.org) to request the meeting link and passcode or phone number for audio participation. The entire meeting will be recorded, and the recording will be posted on the Park District's website as soon as practical after the meeting.

To participate in the Public Input portion of the meeting, members of the public may submit comments to Executive Director Matthew Ellmann at (mellmann@wdparks.org) at least one hour before the meeting. The entire content of the comments will be presented at the meeting. The Park District is under no obligation to redact any information. The content of all comments will be placed into a shared file for the public body to access and read on the Park District's website at (www.wdparks.org). In accordance with the requirements of the Open Meetings Act, this meeting shall be video- and audio-recorded, verbatim, and said recording shall be available to the public on the District's website.

1. **Call the Meeting to Order** – The meeting was called to order at 6:30 pm by President Dorothy Lange

2. **Roll Call**

Board Members Present (roll call):

Dorothy Lange -President
Georgia Schroeder -Vice President
Rick Pokorny -Treasurer
Denice Sbertoli -Secretary
Greg Stimpson -Commissioner

Staff:

Matthew Ellmann-Executive Director
Ben Appler-Director of Parks & Facilities
Katie Iraci-Director of Finance & Administration
Jan Hincapie-Director of Recreation Services
Peter Pope-Director of Golf Operations
Ali Geary-Marketing & Public Relations Manager
Nancy Aldrich-HR Specialist
Sandy Hlousek-Human Resources Manager
Victoria Montejo-Accounts Payable & Payroll Clerk

Also Present in audience:

Frank Parisi – Williams Architects
Yordana Wysocki- Hervas, Condon & Bersani, P.C.
Joined meeting at 8:34 pm

Visitors to ZOOM audience: (in alphabetical order):

NONE

3. **Pledge of Allegiance**

4. **Changes to Agenda** – NONE

5. **Approval of Consent Agenda Items**

- A. Approval of the Regular Board Meeting Minutes of December 8, 2020
- B. Approval of the Special Board Meeting Minutes of January 5, 2021
- C. Approval of the monthly disbursements, totaling accounts payable \$1,061,043.06;
Payroll – December 11, 2020 \$51,530.73; Payroll – December 24, 2020 \$51,370.95; Payroll – January 08, 2021 \$49,084.17.

It was moved by Commissioner Stimpson, seconded by Commissioner Pokorny, to approve the Consent Agenda items as stated on the Board Meeting agenda for Tuesday, January 26, 2021. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

6. Written & Public Communication – NONE

7. New Business

A. Introduction of new Human Resources Manager & Recognition of Nancy Aldrich

Executive Director Matthew Ellmann introduced the new full-time Human Resources Manager Sandy Hlousek. Human Resources Manager Hlousek comes with over 20 years of experience in human resources management in the hospitality industry. She has held human resource positions at both senior living care facilities and three notable golf courses. Her official start date in joining our team will be on Monday, February 1, 2021. She is very excited to become a member of our team and will be spending time with Human Resources Specialist Nancy Aldrich and the Leadership Team getting acclimated to the position, agency, and community. Human Resources Manager Hlousek mentioned that based on her experience she feels she can apply a lot of knowledge to this position.

President Lange along with other commissioners welcomed the new Human Resources Manager Sandy Hlousek and expressed gratitude to Human Resources Specialist Nancy Aldrich for her time at the Wood Dale Park District.

Human Resources Specialist Aldrich express her appreciation for the employment opportunity at the Wood Dale Park District and mentioned she is excited looking forward to the new chapter in her life.

B. Presentation of Golf Center Architectural Program

Executive Director Ellmann provided a brief overview and update on the projects Williams Architects is working on for the Golf Center. Williams Architects Managing Principal Frank Parisi presented to the Board updated architectural renderings and mentioned that some of the items presented were discussed with the Board back in November 2019. Now with the help of two commissioners and the Task Force they were able to redevelop a vision for the facility, given that there were some changes to the original plan, including having a vendor for food and beverages and the Golf Academy. They were able to prioritize needed short-term and long-term improvements, as well estimating the cost of these improvements. Due to budget limitations, the short-term priorities were the focus. In chronological order the short-term items are:

1. Refresh the interiors of the facility
2. Add video gaming as potential revenue generator
3. Create a protected entrance
4. Evaluate and renovate kitchen and beverage areas from a servicing aspect
5. Update the lobby
6. Configure office and storage.

Executive Director Ellmann mentioned that this process has evolved and shifted as additional ideas came forward or staff put focus on other areas such as food and beverages. Managing Principal Parisi briefly went over the cost estimate with the Board that had been reviewed with the National Golf Association consultant.

President Lange asked a question regarding the ceiling and Commissioner Stimpson asked a question on timeframe on project which was answered by Managing Principal Parisi.

Commissioner Stimpson asked a question on project cost, Managing Principal Parisi replied that \$326,000 total cost included a contractor cost and phasing of the project.

The Board provided consensus to proceed with the proposed Golf Center Architectural program.

C. Presentation of Annual Highlights for 2020

Marketing & Public Relations Manager Ali Geary presented the Board with the 2020 Annual Highlights document which serves as a reflection and reminder of the accomplishments completed by all departments at Wood Dale Park District. She mentioned the prepared booklet will be shared electronically on our websites, social media, by email, and in print. A limited number of booklets will be printed and made available for residents at Wood Dale Park District facilities as well. A copy will also be provided to each Commissioner when printed.

D. Seeking Board Consensus on Building a New Website for Wood Dale Park District

Marketing & Public Relations Manager Ali Geary is seeking Board consensus on building a new website for the Wood Dale Park District. This project was originally proposed and had the support of the Board in January of 2020. Due to COVID-19, this project was put on hold. However, after navigating through COVID-19 for the past several months, it became apparent that a strong digital presence was vital and necessary to connect and support the Wood Dale community now more than ever. Bringing this information to Executive Director Ellmann and Director of Finance & Administration Katie Iraci, this project earned the support to recommend moving forward. The cost of this project is \$11,500 and has been budgeted between two fiscal years at 50% each year. The first installment of \$5,750 has been budgeted in the 2020-2021 budget. Manager Geary is interested in starting this project immediately with the chosen firm, *Weblinx*.

The Board provided consensus to proceed with building a new website for Wood Dale Park District.

E. Discussion on the Possible Renaming of Salt Creek Golf Club

Marketing & Public Relations Manager Ali Geary presented the Board with the top choices of name options chosen for the renaming of Salt Creek Golf Club complex. The top three names that received the most votes were:

- 1) Wood Dale Golf Club
- 2) Salt Creek Golf Club
- 3) Creekside Pointe

Commissioner Stimpson shared his opinion of having Creek in a name with no actual creek onsite.

Commissioner Sbertoli commented that she liked the Wood Dale Golf Club name but felt that due to cost associated with rebranding Salt Creek Golf Club it may be best to stay with Salt Creek Golf Club.

Commissioner Schroeder felt a new name is important to attract people and felt it could be created without having the wording Golf Club or Golf Course in it because there will be so much more on site.

Commissioner Pokorny stated his preferred options were Wood Dale Golf Club and Salt Creek Golf Club

The Board came to a consensus to revisit the renaming of Salt Creek Golf Club at a later date and encouraged everyone to think more about possible names.

F. Approval of the Final Payout in the Amount of \$40,728.20 to Copenhaver Construction Inc., for the Completion of Work and Payment of Held Retainage in Association with the Central Park Development Project

Director of Parks & Facilities Ben Appler is seeking the Board approval for the final payout in the amount of \$40,728.20 to Copenhaver Construction, Inc for the completion of work and payment held retainage in association with the Central Park Development Project.

It was moved by Commissioner Sbertoli, seconded by Commissioner Pokorny, to approve the final payout in the amount of \$40,728.20 Copenhagen Construction for services rendered in connection with the Central Park Phase #1 Project. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED

G. Approval of Payout #6 in the Amount of \$57,063.82 to Innovation Landscape, Inc for Construction Services in Connection with the White Oaks Parks Phase #2 Project

Executive Director Ellmann is seeking Board approval on Payout #6 in the Amount of \$57,063.82 to Innovation Landscape Inc. for construction services in connection with the White Oaks Phase #2 Project. He mentioned that the payout amount is less the retainage of \$767.55 for landscaping materials.

It was moved by Commissioner Schroeder, seconded by Commissioner Pokorny, to approve the Payout of \$57,063.82 to Innovation Landscape Inc. for services rendered in connection with the White Oaks Park Phase #2 Project. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED

H. Consensus to Approve Expenditure of Budgeted Funds to Replace 20hp Jockey Pump at Salt Creek Golf Course

Director of Golf Operations Peter Pope requested the Board to provide a consensus to move forward with the budgeted expenditure to replace the 20hp jockey pump. He informed the Board it is advantageous to complete this work now, before the system goes through a startup process and programming, prior to when irrigation needs to begin later in the spring. The jockey pump is not running at full capacity, so it runs constantly trying to maintain the required pressure, instead of cycling on and off as it is designed. Quotes were obtained from four companies to replace the pump. The lowest, responsible quote was from *Water Well Solutions* at \$21,813.00. The fourth quote stated a lower base cost, but identified "add-ons" that were necessary, making their total quote higher as well.

The Board provided consensus to proceed with expenditure of Budgeted Funds to replace 20hp Jockey Pump at Salt Creek Golf Course

I. Negotiating a "390 Golf Experience" Contractual Food & Beverage Service Agreement

Executive Director Ellmann provided a brief recap of the Request for Proposal (RFP) to the Board. The proposals were sent to numerous interested business parties having experience in this type of operation and arrangement. Two proposals were received and were then thoroughly evaluated by a Task Force, comprised of Executive Director Ellmann, Director of Golf Operations Peter Pope, Director of Finance and Administration Katie Iraci, Commissioner Stimpson and a consultant specializing in the food and beverage industry, Mario Ferraro. After conducting interviews with the firms and reviewing their proposals, considering their experiences and references, financials terms, operational approaches, and the various ideas that they had for the operation, Director Ellmann provided the Board with the Task Force recommendation, requesting the Board provide consensus to move forward with negotiation with *Crazy Pour* as the preferred Vendor for Food & Beverage at the 390 Golf Experience. A brief overview on *Crazy Pour* was provided to the Board.

The Board provided consensus to the Task Force to negotiate with the preferred vendor Crazy Pour to create and prepare a contractual service agreement to be brought back to the Board for consideration as soon as possible.

It was moved by President Lange, seconded by Commissioner Sbertoli, to enter into Executive Session at 8:37 pm. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

8. Executive Session

- A. Semi-annual review of closed session minutes pursuant to 5 ILCS 120/2.06(d) of the Open Meetings Act
- B. Discussion of the purchase or lease of real property for use by the public body pursuant to 5 ILCS 120/2(c) (5)
- C. Discussion of the setting of a price for sale or lease of property owned by the public body pursuant to 5 ILCS 120/2(2) (6)

Regular meeting resumed at 8:57 pm.

7. Continuation of New Business

- J.** Approval of Resolution (R-21-08), A Resolution to Maintain Confidentiality and/or Release of Board Closed Session Minutes

It was moved by Commissioner Sbertoli, seconded by Commissioner Pokorny, to approve Resolution (R-21-08), A Resolution to Maintain Confidentiality and/or Release of Board Closed Session Minutes. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED

- K.** Approval of Resolution (R-21-09) Providing for the Destruction of Verbatim Recordings of Approved Closed Session Meeting Minutes

It was moved by Commissioner Stimpson, seconded by Commissioner Pokorny, to approve Resolution (R-21-09) Providing for the Destruction of Verbatim Recordings of Approved Closed Session Meeting Minutes. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED

9. Unfinished Business

- A. Items removed from Consent Agenda- NONE

10. Executive Director Report – Matthew Ellmann

- Mentioned to the Board that the *2021 Action Calendar* was included in the board packet.
- Let the Board know that the *MaxSafe* authorized signature update were successfully completed at the Wood Dale Bank & Trust.
- With assistance from our IT vendor, Unified Concepts, the domain name for 390 Golf Experience future website was obtained.
- Reminded the Board that a new date for the ribbon cutting for White Oaks Park has not been selected.

11. Recreation Department Report – Jan Hincapie

- Updated the Board on the Recreation Complex planning and revising programs to comply with Tier 1 requirements.
- Mentioned the addition of two fitness classes one that will be taught by Nikki Bittner, and the other by Kristina Sromek.
- Reached out to John Corbett from the Wood Dale School District and was informed that if there are leftover vaccines Recreation Staff working the front line may have the opportunity to get vaccinated.
- Made the Board aware of basketball hoops donation from a resident who currently participates in the Little Hoops class.
- Updated Board that Wood Dale/Bensenville Football & Cheer President Jason Sabala is stepping down and the new president is Aaron Stewart.

- Baseball registration has been taking place at the Woodlands and they are pleasantly surprised at the number of participants. Three of the four age-group softball teams are already full.
- Mentioned that staff are working on options to present to the Board regarding the opening of The Beach Water Park for the 2021 season.

12. Marketing Department Report – Ali Geary

- NONE

13. Finance & Administration Department Report- Katie Iraci

- Informed the Board of the net loss of \$984,000 which was anticipated due to bond payments.
- Mentioned that the District was still able to generate a net revenue of \$1,059,000 for the year.
- Addressed the changes to cash projection provided in October, this was mainly due to timing of report. Cash Projection went down by \$230,000 which was due to a OSLAD grant for just under \$200,000 that was anticipated to be received in January of 2021. Due to an ADA pathway at White Oaks Park not being able to be completed until a later date the District is not yet able to submit for reimbursement.

14. Golf Operation Report – Peter Pope

- Updated the Board that the golf contracted services for the Golf Academy are due Friday and will be putting together a small task force to evaluate the proposals.
- Golf cart fleet will be picked up to have service done for the upcoming season.
- Reminded Board of curbside pick-up dinner opportunities from the restaurant
- Mentioned award received by the Wedding Wire based on feedback from website users.

15. Parks & Facilities Department Report- Ben Appler

- Requesting Board consensus on replacing the White Oaks ADA pathway in-house and provided authorization to order the decomposed granite for approximately \$6000. Additional material would be used to widen where necessary.

The Board provided consensus to proceed with ordering the decomposed granite in the amount of \$6000

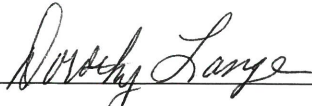
16. Commissioner Comments & Future Agenda Items for Consideration

- NONE

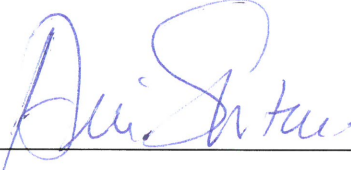
17. Adjournment

It was moved by Commissioner Sbertoli, seconded by Commissioner Pokorny, to adjourn the Regular meeting at 9:13 pm. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

Board Member Signatures:



President



Secretary

“Serving the community with quality recreational experiences that provide a fun and healthy lifestyle”