

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
Peter Pope-Director of Golf Operations
Jan Hincapie- Director of Recreation Services
Ali Geary -Marketing & Public Relations Manager
Ray Ochromowicz- Safety Coordinator
Victoria Montejo – Finance Clerk

Also Present in audience:

Visitors to ZOOM audience: (in alphabetical order):

3. **Pledge of Allegiance**

4. **Changes to Agenda** – Commissioner Schroeder requested that **Item 5. A** be removed for clarification and possible amendment. Executive Director Matthew Ellmann suggested moving **Item 5. A to 8. B.**

5. **Approval of Consent Agenda Items**

- A. Approval of the Regular Board Meeting Minutes of February 23, 2021
- B. Approval of the Closed Session Minutes of February 23, 2021
- C. Approval of the monthly disbursements, totaling accounts payable \$180,745.06;
Payroll – February 19, 2021 \$56,774.94; Payroll – March 05, 2021 \$51,892.04.

It was moved by Commissioner Stimpson, seconded by Commissioner Schroeder, to approve the Consent Agenda items B and C as stated on the Board Meeting agenda for Tuesday, March 23, 2021. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

6. Written & Public Communication – NONE

7. New Business

A. Presentation of Annual Risk Management Report

Safety Coordinator Ray Ochromowicz presented the Board with the Annual Risk Management Report. In 2020 the Safety Community members were:

- Director of Finance & Administration Katie Iraci
- Director of Parks & Facilities Ben Appler
- Director of Golf Operations Peter Pope
- Greens Superintendent Aaron Hearn
- Deputy Director of Recreation Services Kristina Sromek
- Regular guest attendee Executive Director Matthew Ellmann.

The main focus was adherence to the COVID-19 guidelines from CDC, IDPH, and PDRMA. Numerous systems and protocols were implemented to provide staff and patrons with a safe environment following the required guidelines. Given some public resistance in the early changes to the guidelines, a training video was created for staff on "How to deal with people who refuse to wear a mask" to aid employees in dealing with the situation in a positive, professional manner. Several trainings were placed on hold or were provided virtually due to COVID-19. Currently Committee members are working on creating safe return to work guidelines for staff members and providing guidance as the state transitions to the "new normal".

B. Presentation and Discussion of 390 Golf Experience Branding

Marketing & Public Relations Manager Ali Geary provided an update on the 390 Golf Experience Branding. Throughout the branding process, the Task Force has stayed consistent with referencing the brand strategy that was created and finalized last year. The brand strategy has ultimately led the way for the visual design process. The final draft of the brand has been reviewed by the Task Force and is currently undergoing final revisions that are in line with the strategic foundation of the facility. In the beginning the creative direction was identified as "traditional & comfortable" but after further evaluation and discussion with the Task Force, it was decided that "traditional with bold elements" would be best for the 390 Golf Experience concept. This approach was thought to be a way to avoid being in direct competition with TopGolf. Manager Geary shared several logo concepts with the Board along with a few mock-ups illustrating ideas for facility stationary and exterior building signage.

Commissioner Pokorny stated he loved the presentation. He also added he prefers the logo concept without the large half ball in the middle, because the appearance of the ball seemed more moon like. Less rounded font would be his preference also.

Commissioner Sbertoli and President Lange both preferred Concept 1.

Manager Geary asked President Lange and Commissioners to clarify their preference which was Concept 1 on the stationary (right side) with a closed golf ball and squared font.

The Board provided consensus on the 390 Golf Experience branding which will allow the process to move forward.

C. Approval and Acceptance of Ball Dispensing System Bid

Director of Golf Operation Peter Pope is seeking Board approval and acceptance for the Ball Dispensing System Bid for 390 Golf Experience. Bid Documents were prepared, based on the facility's specific needs and in consultation with our Attorney Mike Bersani. The Bid Packet and Notice was developed and distributed to companies who may be interested in providing a bid on March 1st. The Bid Opening was held

on Tuesday, March 16. Two bids were received. One of the bids did not meet all the requirements of the bid specifications, therefore staff recommend disqualifying the bid from Wittek Golf Supply. However, the other bid from Range Servant America met bid specifications, was the lowest, responsible bidder, and was within the budget allocation of \$38,178.00. Director Pope mentioned that Attorney Bersani provided an opinion on this situation and concurs that the differences appear to be significant enough to justify Range Servant America, Inc. over Wittek Golf Supply.

It was moved by Commissioner Pokorny, seconded by Commissioner Sbertoli, to approve and accept the Bid for a Ball Dispensing System by Range Servant America, Inc. in the amount of \$38,178.00. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED

D. Approval and Ratification of an Agreement Renewal with Golf Now

Director Pope provided staff's recommendation to the Board to approve and ratify the agreement with GolfNow to upgrade the facility platform to G1 at Salt Creek Golf Club. The current agreement with GolfNow is an older platform called "Reservations". When the agreement is renewed, the facility will be upgrading to a new version of their software called G1. G1 offers newer and improved technologies, and it will come with some other added benefits. He added that new computer hardware will run the system effectively.

It was moved by Commissioner Schroeder, seconded by Commissioner Pokorny, to approve an agreement with GolfNow for services at Salt Creek Golf Club, and to authorize Peter Pope, Director of Golf Operations to execute said agreement. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED

E. Consensus to Enter into Negotiations for Golf Instruction Services

Director Pope provided staff's recommendation that the Board provide consensus to begin negotiations with Mistwood Golf Club to develop a License and Operating Agreement for providing Golf Academy services at our new 390 Golf Experience facility.

The Board provided consensus to enter into negotiations for Golf Instruction Services with Mistwood Golf Club.

F. Approval of a Proposal for a New Park Master Plan from Hitchcock Design Group

Executive Director Ellmann is seeking Board approval for a New Park Master Plan from Hitchcock Design Group for the land being acquired as part of the swap between Transwestern Development Community, LLC and the Wood Dale Park District. The Master Plan will be only for properties that will be acquired. He also mentioned that the Master Plan would be used to apply for an OSLAD grant and other grants as they become available.

Commissioner Schroeder and Stimpson asked a question regarding OSLAD grant deadline and if the exchange didn't go as planned, what would Wood Dale Park District be liable for. Director Ellmann responded to their question.

It was moved by Commissioner Sbertoli, seconded by Commissioner Stimpson, to approve a proposal for a New Park Master Plan from Hitchcock Design Group. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED

8. Unfinished Business

A. Continued Discussion of the Draft 2021/2022 Fiscal Year Budget

Director Iraci mentioned that she would answer any additional questions that the Board had on the Draft FY 21/22 Draft Budget and tentative B&A Ordinance. She also reminded the Board that the tentative budget has

been available online and a hard copy is located at the front desk for public viewing. No questions were posed.

B. Items removed from Consent Agenda:

A. Approval of the Regular Board Meeting Minutes of February 23, 2021

Commissioner Schroeder had requested that item **7. E Adoption of Ordinance (O-21-03) Amending the Park and Facility Rules and Regulations**, under New Business from the February 23, 2021 Board Meeting Minutes be revised. Director Ellmann provided the revised wording.

Attorney Michael Bersani recommended amending and expanding the current Ordinance to allow BINGO, and video gaming etc. which permits District's Food & Beverage vendor to facilitate such entertainment.

It was moved by Commissioner Schroeder, seconded by Commissioner Pokorny, to approve the regular Board Meeting Minutes February 23, 2021 as amended. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED

9. Executive Director Report – Matthew Ellmann

- Informed the Board that the White Oaks Ribbon Cutting ceremony has been scheduled for April 15, 2021 5:30 PM. COVID-19 guidelines will be followed.
- Currently working with an organization out of Lombard to provide vaccination services to seniors at the Woodlands on Thursdays in April and May. The City of Wood Dale has been contacted and notified to assist with getting the word out.
- Provided staff's recommendation and acquired Board consensus on returning to in-person Board Meetings.

The Board provided consensus on returning to in-person meeting on April 27, 2021 if social distancing can be maintained.

10. Golf Operations Report – Peter Pope

- Golf is now open for walking only. No carts are allowed due to turf conditions.
- Restaurant and bar will be opening in April 2021.
- So far Six leagues are registered for the upcoming Golf Season.
- There are several wedding tours scheduled and events booked at the Clubhouse for the upcoming months.
- Curbside dinners are continuing into April.

11. Parks & Facilities Department Report- Ben Appler

- Provided an update to the Board on the 390 Golf Experience water leak repairs. A vendor that specializes in expansion joints was able to repair some of the problem areas. Weather permitting, they should be back again to continue their work. These repair costs will be reimbursed by TopGolf.

12. Finance & Administration Department Report- Katie Iraci

- Informed the Board that the Cash balances have not changed since last discussed.

13. Marketing Department Report – Ali Geary

- None

14. Recreation Department Report- Brittany Lynam

- Recreation Supervisor Brittany Lynam expressed her appreciation to the Board for allowing her the opportunity to assist and learn some of the duties of Deputy Director of Recreation Kristina Sromek in her absence and is looking forward to the additional leadership opportunities.
- Provided the Board with update on Kids Club returning to in-person full-day learning by April 7, 2021.
- Updated the Board on rental inquiries and bookings increasing at both The Woodlands and Recreation Complex.
- The Wood Dale Park District is in collaboration with the Westview Elementary School for a virtual Family Fitness Night.
- Briefly went over the Beach Water Park current operation plan.

15. Commissioner Comments & Future Agenda Items for Consideration

- The Commissioners expressed their gratitude and appreciation to both Supervisor Lynam and Manager Geary for taking on the additional roles in the absence of Deputy Director Sromek.

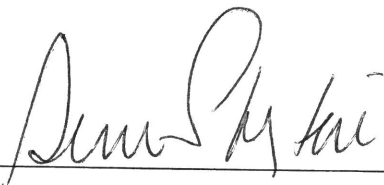
16. Adjournment

It was moved by Commissioner Schroeder, seconded by Commissioner Pokorny, to adjourn the Regular meeting at 7:54 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."