

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
Ali Geary -Marketing & Public Relations Manager
Jan Hincapie-Director of Recreation Services
Katie Iraci -Director of Finance & Administration
Peter Pope -Director of Golf Operations
Victoria Montejo – Accounts Payable & Payroll Clerk

Also Present in audience:

Joseph Julius, Auditor
Joseph R. Julius, LTD., CPA

Visitors to ZOOM audience: (in alphabetical order):

None

3. **Pledge of Allegiance**

4. **Changes to Agenda** – NONE

5. **Public Input-** There was no public input to present to the Board.

6. **Approval of Consent Agenda Items (Roll Call)**

- A. Approval of the Regular Board Meeting Minutes of October 13, 2020
- B. Approval of the Executive Session Meeting Minutes of October 13, 2020
- C. Approval of the monthly disbursements, totaling accounts payable \$111,462.40;
Payroll – October 16, 2020 \$63,402.01

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, October 27, 2020. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

7. New Business

A. Presentation & Acceptance of the Financial Report (Audit) for the year ended 4/30/20

Joseph Julius presented the District's Annual Financial Audit. Some key points he noted include:

- Provided an overview of changes in our Equalized Assessed Value (EAV) and Property Tax Levies
- Mentioned that approximately 75% of our gross revenues are derived from property taxes
- Highlighted and summarized our net position and mentioned that overall, it is favorable
- Mentioned that the financial impact of the Pandemic and the loss of TopGolf's Land Lease are the key items to be mindful of and to focus on as we monitor the financial health of the agency
- Reviewed financial year end balances of each fund and noted that they are all positive
- Summarized the capital assets and their depreciation changes
- Spoke about the pension (IMRF) fund and that, based on average projections, it is 84% funded, which has increased since the prior year and is a healthy position in which to be.
- Reviewed the special funds and their balances
- Mentioned the debt service obligations and discussed the capacity for new debt

Mr. Julius concluded his presentation by stating that the park district's finances are in a good position and much better than he had expected going into the audit. He offered to address any questions, of which there were none.

It was moved by Commissioner Pokorny, seconded by Commissioner Schroeder, to accept the Audited Financial Report as presented by Joseph R. Julius, Ltd, for the fiscal year ended April 30, 2020. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED

Joseph Julius departed the meeting at 7:37 pm.

B. Approval of Payout #4 in the amount of \$82,334.64 to Innovation Landscape Inc. for Construction Services in connection with the White Oaks Park Phase #2 Project.

Executive Director Matthew Ellmann addressed the Board with a brief recap on the White Oaks Park Phase #2 Redevelopment Project which is nearing completion. Director Ellmann requested approval of the fourth payout in the amount of \$82,334.64 to Innovation Landscape Inc. He mentioned that staff, and professional consultants (Altamanu Inc., and their sub-consultants) reviewed and approved of the application for certification of payment. Director Ellmann informed the Board that after further review the original amount reported on the agenda was changed from \$89,755.36 to \$82,334.64 due to Altamanu's review of work not fully executed up to percentage completion.

It was moved by Commissioner Pokorny, seconded by Commissioner Sbertoli, to approve of Payout #4 in the amount of \$82,334.64 to Innovation Landscape Inc. for Construction Services in connection with the White Oaks Park Phase #2 Project. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

Commissioner Stimpson asked a question on the number of payouts remaining for Innovation Landscape. Director Ellmann responded by stating that the project is scheduled to be completed by early December of 2020, but there could possibly be smaller additional payouts after completion for additional work.

C. Approval of the Treasurer's Report (Receipts & Disbursements) for the period 5/1/2019 – 4/30/2020

Director Iraci presented the Board with a brief overview of the Treasurer's Report – the Wood Dale Park District schedule of receipts, disbursements and statement of operation for the fiscal year ended April 30, 2020. This report is annually filed with the DuPage County Clerk within six months following the conclusion of the fiscal year. She mentioned that report figures were taken directly from the Audit Report that was

previously presented by Mr. Joseph Julius. Director Iraci recommended that the Board approve the Treasurer's Report for the fiscal year ended April 30, 2020.

It was moved by Commissioner Pokorny, seconded by Commissioner Sbertoli, to approve the Wood Dale Park District Treasurer's Report for the fiscal year ended April 30, 2020. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED

D. Announcement of the Estimated 2020 Property Tax Levy

Director Iraci presented the Board with the estimated 2020 Property Tax Levy. Each year, the Wood Dale Park District is required to file a tax levy Ordinance with DuPage County. After discussion with Director Ellmann about previous, current, and projected budget expenses, Director Iraci is requesting a 4.91% increase over 2019 capped fund. The total tax levy requested for 2020 is in the amount of \$2,943,008. This is an increase of \$102,255, from 2019 extended levy. She informed the Board that when preparing the property tax levy that the debt service and special recreation were not included in allocation. Director Iraci recommended that the Board approve the estimated 2020 Property Tax Levy and informed the Board that upon approval the estimated Levy will be available for public inspection for 30 days. The final Property Tax Levy will be available for the Board to approve at December Board Meeting.

It was moved by Commissioner Sbertoli, seconded by Commissioner Pokorny, to approve the estimated 2020 property tax levy in the amount of \$2,943,008 and to direct staff to place the tentative levy up for 30 days of public inspection. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED

E. Selection and Approval of Employee Health Insurance Plan Coverage Options and Premiums

Director Iraci provided the Board with an overview of the two health insurance options for full-time employees. All employees who receive medical health insurance contribute 15% of the cost of the plan, regardless of their selection of a PPO or HMO plan. The two options were a \$2000 PPO with \$1,500 HRA and HMO option. These options were selected last year to control costs and to provide all benefit-eligible employees choices in their health insurance coverage. The Wood Dale Park District also offers a Dental + Ortho plan and \$600 Vision benefit which all employees contribute 25% of the cost of the dental and vision plans selected. No plan changes are being proposed for the 2021 plan year. Director Iraci recommended that the Board approve the PDRMA Employee Health Insurance Plan & Rates Recommendation for 2021, which encompasses a \$2,000 deductible with \$1,500 HRA PPO plan, HMO plan, Dental + Ortho plan, and \$600 Vision plan.

It was moved by Commissioner Stimpson, seconded by Commissioner Pokorny, to approve the PDRMA Employee Health Insurance Plan & Rates Recommendation for 2021, which encompasses a \$2,000 deductible with \$1,500 HRA PPO plan, HMO plan, Dental + Ortho plan, and \$600 Vision plan. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED

F. Presentation of Phase #3 of the Golf Center Branding Process

Marketing & Public Relations Manager Ali Geary presented the proposal on the Golf Entertainment Center (GEC) Branding Process Phase #3. Phase #3 of the Branding Process will focus on the visual branding and brand messaging. In this phase there are two deliverables, the facility name and brand guide. Manager Geary mentioned that the Golf Task Force Group will diligently and strategically go through the findings and research to come up with a facility name. They will make sure the chosen name is available for registration and website for marketing purposes. She also presented to the Board the phase timeline which consist of an eight-week process to gather findings and recommendations received from the Golf Center Task Force Group. Meetings will consist of a weekly or bi-weekly depending on Holidays and schedules. *President Lange briefly interrupted with a question on when the start date will be. Manager Geary replied that anticipated start date is November 9, and she is anticipating a completion date by the second week of January 2021.* This is this last part before entering into brand collateral.

Commissioner Schroeder suggested that given the time involved with the branding process, that it will be best to use the findings to rename both Salt Creek Golf Club and GEC as a whole entity.

Commissioner Sbertoli and President Lange agreed with Commissioner Schroeder's suggestion, by adding that it may also be cost effective and time saving as well.

Director Ellmann agreed with Commissioner's Sbertoli and Schroeder, that it was brought up at several meetings with the Task Force and many seem to show a strong opinion on renaming Salt Creek Golf Club. He also added that before the Golf Task Force proceed with renaming Salt Creek Golf Club, he would like the full Board support on that decision. He also advised the Board that if they did want to proceed with renaming, they would have to commit to a decision even if they should receive negative feedback.

Director of Golf Operations Peter Pope complimented Manager Geary on her presentation and the Golf Task Force for all the work they have done so far. He also agrees with exploring the renaming of the facility. He added that it may add more time to the Task Force because they would have to revisit their mission and vision findings to combine the two facilities.

President Lange questioned why the vision and mission for both facilities need to be different. Manager Geary responded that each facility serves different people and provides different services but feels that by refreshing the name it would impact visual elements and not the vision or mission.

The Board made a unanimous decision on exploring the renaming of Salt Creek Golf Club.

Manager Geary stated she will incorporate the renaming of Salt Creek Golf Club into the process.

G. Selection of Illinois Association of Park Districts Annual Meeting Representatives – Credentials Certificate

Executive Director Ellmann discussed that each year the Park Board is asked to select a delegate and respective alternative(s) to represent the Wood Dale Park District at IAPD's Annual meeting as part of the Illinois Parks and Recreation Conference. This year the annual meeting will be virtual and is scheduled for Saturday, January 30, 2020 at 3:30pm. Delegates are responsible for voting on matters brought forth at the meeting as a representative of the Park District.

*It was moved by Commissioner Schroeder, seconded by Commissioner Sbertoli, to move to appoint Commissioner Lange and alternative Commissioner Pokorny as the delegate to attend and represent the Wood Dale Park District at IAPD's Annual meeting on Saturday, January 30, 2020.
ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED*

8. Unfinished Business

A. Items removed from Consent Agenda- NONE

9. Executive Director Report – Matthew Ellmann

- Veterans Breakfast is still scheduled for November 7. The City of Wood Dale had pledged to be a financial sponsor but will not be in attendance.
- Will be attending the annual Legal Symposium which is hosted by Illinois Association of Park Districts to bring professionals and elected officials up to date on legal and legislative matters. This year the Legal Symposium will be virtual.
- Working with Director Pope on the Request for Proposals (RFP) for Food and Beverages services for the Golf Center to assess the financial and operational benefits.

10. Marketing Department Report – Ali Geary

- NONE

11. Golf Operations Report – Peter Pope

- Reduced fall green fees rates will be starting on Monday, November 2 for both green fees and cart rentals.
- Lunch operation at Salt Creek will cease for the season. Products and beverages will be available for golfers through the Pro-Shop. The restaurant is planning on several Friday night take-outs options for the Fall season.

12. Recreation Department Report- Jan Hincapie

- Kid Club will resume on Thursday after a two-week quarantine period. The program serves a total of 17 kids.
- Depending on COVID-19, staff is considering a drive-thru holiday event.
- Will be following the DCEO guidelines for sports. Based on new guidelines WIBA will be impacted.

13. Finance & Administration Department Report- Katie Iraci

- Continue to observe the same trends for several months. Revenue is down about a million from prior year, but expenses are down as well by 1.9 million compared to last year.
- Golf funds continues to do well, up in revenue and down in expenses.
- Net revenue is about 2.4 million which is \$912,000 better than previous year.
- Cash balance projection ending is lower due to \$230,000 for the new golf center.

14. Parks & Facilities Department Report- Ben Appler

- Provided White Oaks Re-Development Project update. Innovation Landscape continues to do work on the main path, which is currently about halfway completed. They are scheduled to receive a load of material a day for the next week to continue work.
- Concrete sidewalk has been poured and two benches have been installed by the Children's Playground and one by Bocce Court.
- The underground electrical piping for the Scout Area and shelter have been installed.
- The metal frames have been delivered for the boardwalk.
- Reported that 21 community members and four staff members attended the Community Workshop to assist with Buckthorn removal. Planning a future event in November 2020.

15. Commissioner Comments & Future Agenda Items for Consideration

NONE

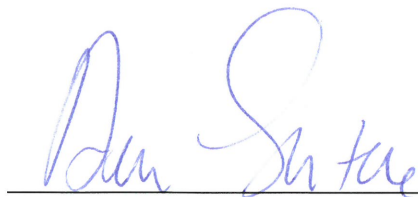
16. Adjournment

It was moved by Commissioner Pokorny, seconded by Commissioner Schroeder, to adjourn the Regular meeting at 8:28 pm. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

Board Member Signatures:



President



Secretary

