

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
Denice Sbertoli, Commissioner
Rick Pokorny, Commissioner
Greg Stimpson, Commissioner
Georgia Schroeder, Vice President-Absent

Staff:

Matthew Ellmann, Executive Director
Katie Iraci, Director of Finance & Administration
Ben Appler, Director of Parks & Facilities
Brittany Lynam, Director of Recreation Services
Peter Pope, Director of Golf Operations
Ali Geary, Marketing and Public Relations Manager
Jan Hincapie, Recording Secretary

3. **Pledge of Allegiance**

4. **Changes to Agenda (for discussion purposes only)** – There were no changes to the agenda.

5. **Approval of Consent Agenda Items**

A. Approval of the Truth in Taxation Public Hearing Minutes of December 14, 2021

B. Approval of the Regular Board Meeting Minutes of December 14, 2021

C. Approval of:

- Monthly disbursements, totaling accounts payable: \$835,067.59
- Payroll of December 10, 2021 (\$84,952.09)
- Payroll of December 24, 2021 (\$73,026.09)
- Payroll of January 7, 2022 (\$63,924.94)
- Total: \$221,903.12

*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 25, 2022.
ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.*

6. **Written & Public Communication**

7. **Executive Session**

A. Semi-annual review of Closed Session Minutes pursuant to 5 ILCS 120/s.06(d) of the Open Meetings Act

The Open Meetings Act requires that the district review on a semi-annual basis the minutes of its executive/closed session meeting minutes, which the Board has not yet approved to be made available for public inspection. The Board must determine whether such minutes of executive/closed session meetings, or parts thereof, continue to require confidentiality at this time. The Board also reviews audio recordings of its executive/closed session meeting minutes to determine whether to destroy recordings of executive/closed session meetings held more than 18 months ago.

It was moved by Commissioner Stimpson, seconded by Commissioner Pokorny to adjourn to Closed Session pursuant to 5 ILCS 120/s.06(d) of the Open Meetings Act for the Semi-annual Review of Closed Session Minutes, ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED

8. New Business

A. Discussion and possible action regarding the Annexation Agreement with the City of Wood Dale and Transwestern Development Company for annexation of Mohawk Manor Park and the cell tower site into the City of Wood Dale. (Attorney Yordana Wysocki)

Executive Director Ellmann invited Yordana Wysocki, designee of the district's legal counsel to attend the meeting to discuss the status of the Mohawk Park and cell tower site annexation. The annexation was a requirement outlined in the original agreement with Transwestern Development Company, developed approximately a year and a half ago. Since the park district is still the owner of the park and will continue to own the land on which the cell tower is erected, the district is working with the city to facilitate the terms of the agreement. The City of Wood Dale approved the annexation agreement last Thursday, so now it is being presented to the Park Board for review and consideration of approval.

Executive Director Ellmann offered to give an update of the proposed Tax Incremental Financing (TIF) District in the City of Wood Dale since the park and cell tower land are located within the proposed TIF boundary. Executive Director attends the Joint Review Board (JRB) with other community leaders where the TIF is discussed. In the recent meeting Executive Director Ellmann voiced concern regarding the TIF and how it would impact Wood Dale Park District financially. The Library and Fire District Boards also expressed concern but supported the proposal. The annexation depends on the passing of the TIF.

He also asked that effort be made to end the TIF early, rather than carrying it through the 23 years allowed. The request for TIF consideration by the developer was never mentioned when the land exchange took place. Discussion ensued about the development of TIFs in the community, the loss of tax revenue and the rising cost of park district operations. The good news is that there may be an opportunity for obtaining funding for projects in and adjacent to the TIF.

At the recent JRB meeting, Executive Director Ellmann asked that the discussion and development of a recommendation for the proposed TIF be paused so he could speak with his board at this meeting. He confirmed that it was board consensus that he would go back, bring up the mutual concern by the board regarding the financial impact and confirm the request to end the TIF earlier than the allowed 23 period.

It was moved by Commissioner Sbertoli, seconded by Commissioner Pokorny to approve the Annexation Agreement with City of Wood Dale and Transwestern Development Company for the annexation of Mohawk Manor Park and the cell tower site into the City of Wood Dale. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

B. Presentation of the Annual Highlights and the new Park District website (Ali Geary)

Manager Geary presented the 2021 Annual Highlights to the board. She explained that the accomplishments were not divided by departments this year because there were many initiatives that were completed with help of the entire team. The format mirrored the speech given by President Lange at the Shape of Wood Dale showing financial, program, capital, partnership and staff successes. Following this meeting, copies will be placed at the library, train station, and City Hall. The Board commented that the document was nicely done and thanked staff for their efforts.

Manager Geary also provided a presentation regarding the district's new website. This was a team effort with Geary and a task force made up of employees working with website contractor, Weblinx, Inc. She commented that the placement of information on the site is based on data that shows the most visited pages by users in the past. There is also now a live calendar with events listed and an area for articles and other information, presented in a blog format. Customers can also easily sign up for the e-subscriptions to get on an email list for specific areas of the operation.

C. Approval of Resolution (R-22-05), a Resolution to Maintain Confidentiality and/or Release of Board Session Closed Session Minutes (Matthew Ellmann)

It was moved by Commissioner Pokorny, seconded by Commissioner Sbertoli to approve Resolution R-22-05, a Resolution to Maintain and/or Release Board Closed Session Minutes. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

D. Approval of Resolution R-22-06, a Resolution Providing for the Destruction of Verbatim Recordings of Approved Closed Session Minutes (Matthew Ellmann)

It was moved by Commissioner Pokorny, seconded by Commissioner Stimpson to approve Resolution R-22-06, a Resolution Providing for the Destruction of Verbatim Recordings of Approved Board Closed Session Meeting Minutes. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

E. Approval of Parlay Sports Bar Operations License Amendment Agreement (Matthew Ellmann)

Approximately one year ago the Board approved a License and Operating Agreement with Crazy Pour, Inc. as the food and beverage provider for the 390 Golf Experience facility. Since that time, much has changed and developed, including Crazy Pour changing their name and incorporating as Parlay Sports Bar, which has promoted the agreement to be reviewed and changes to be recommended in an update document.

It was moved by Commissioner Stimpson, seconded by Commissioner Pokorny to approve the updated Parlay Sports Bar Operations License Amendment Agreement as presented ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

F. Discussion and Approval of Amended Employee Benefits Policy Associated with Salt Creek Golf Club and 390 Golf Experience (Peter Pope)

Employees in various classifications in the district receive discounts on programs and facility usage as part of their compensation. With the addition of the 390 Golf Experience and its employees, it is necessary to update the Employee Recreational Benefit Policy in the Personnel Policy Manual, item 6.09. Staff have been applying the standard recreational benefits for 390 Golf Experience employees since opening, but it was discovered that there wasn't uniformity between the benefits at Salt Creek Golf Club and 390 Golf Experience. The revised Recreational Benefits Chart was included in the board packet for the board's review and consideration. Staff recommends approval of the following changes:

- Change the benefit structure at Salt Creek Golf Club for food and beverage discounts to match those at 390 Golf Experience. The adjustments include discounts for specific days and adjustments for on-duty and off-duty.
 - Add a discount for staff hosting events held at 390 Golf Experience, matching the discounts for events held at Salt Creek Golf Club

There is also a need to establish a protocol for rental discounts at The Woodlands at White Oaks Park that mirrors the discounts at the Recreation Complex.

It was moved by Commissioner Sbertoli, seconded by Commissioner Pokorny to approve the Amended Employee Benefits Policy Associated with Salt Creek Golf Club and 390 Golf Experience as presented ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

G. Approval of 3CX Phone Agreement (Katie Iraci)

The Wood Dale Park District currently uses a phone system called Mitel MiCloud Business at the Recreation Complex, Salt Creek Golf Club, The Beach Waterpark, and the Parks Maintenance Facility. Knowing that 390 Golf Experience was going to need a phone system, staff evaluated three phone systems several months ago. The 3CX was implemented at 390 Golf Experience per board approval in April. The current system that serves the district is quite outdated, so rather than have a separate system at 390 Golf Experience, a system for the entire district was also considered.

After a detailed review of costs and features from a variety of companies, staff recommends the authorization of the Executive Director, in consultation with Attorney Mike Bersani and the Director of Finance and Administration, to execute an agreement with L6 Technology for the 3CX phone system to be used district-wide for a 36-month term. This savings of implementing this new system is estimated to be over \$15,000 per year.

It was moved by Commissioner Pokorny, seconded by Commissioner Stimpson to authorize the Executive Director, in consultation with Attorney Mike Bersani and the Director of Finance and Administration, to execute the agreement with L6 Technology for the 3CX phone system for a 36-month term.

9. Unfinished Business

- A. Items removed from the Consent Agenda (if necessary)**
There were no items removed from the Consent Agenda

10. Executive Director's Report (Matthew Ellmann)

- A. Discussion of City of Wood Dale Proposed Third Tax Increment Financing (TIF) District**
- This item was discussed earlier in the meeting as part of the discussion regarding the Annexation Agreement for Mohawk Park and the cell tower is site.
- B. Update on 390 Golf Experience Gaming License and Added Requirements**
- As part of the permit to allow gaming and receive proceeds from the same at the 390 Golf Experience, it is required that the Principals of the Organization get fingerprinted. This means that each board member is asked to go through the process. The closest place to complete the process is in Elmhurst. There is a fee for the service and board members will be reimbursed for that cost with a receipt. No appointment is needed, but each person should bring a drivers' license or state identification card.
- C. Miscellaneous updates**
- The Illinois Association of Park District's Legislative Breakfast will be held on Monday, February 7 at 7:30 am via Zoom. Board members should let Executive Director Ellmann know if they would like to have the link shared so they can participate.
 - Executive Director Ellmann presented information from Hitchcock Design Group (HDG) regarding Terrace Park, the park that is in the Village of Bensenville, but also in the Wood Dale Park District. Executive Director referenced and commented on the documents which included a Yield Study, two conceptual layouts and cost opinions for the layouts presented. Commissioner Simpson asked if it was possible to have a walking path in the park. Executive Director replied that the park isn't very big and that a path would impact the existing soccer field but will make the change if that is the desire of the board. The soccer field size would possibly have to be reduced from a U10 field to a U6 field to accommodate the path. The consensus of the board was the selection of Layout A with the shelter in a location more centrally located.

11. Written Reports from Human Resources & Marketing Departments (Ali Geary)

- There were no questions from the Board and no further items to report.

12. Recreation Department Report (Brittany Lynam)

A. Discussion of Preliminary Plans for The Beach Waterpark

- Preliminary plans have been made for the 2022 season of The Beach Waterpark. Executive Director Lynam presented the preliminary plans to the board, welcoming input before going any further into the budgeting process. Recommendations include:
 - The Beach Waterpark will open Memorial Day weekend but will not open on weekdays until June 6 when the kids are out of school. The facility will be open 11 weekends and nine weeks.
 - The daily admission rate will increase by \$1, from \$7 to \$8. The cost will be \$5 after 5 pm
 - A daily admission coupon will be available, providing a discounted rate if you purchase ten admissions.
 - Annual passes will be sold for an early bird price of \$59 per person. After the early bird period, the price will be \$69.
 - Concessions will have reduced hours: weekends only, noon – 3 pm
 - The adult spa (hot tub) will be closed indefinitely. The cost of chemicals, water, and staffing, along with the inability to effectively social distance, make closing this part of the facility a safer, more budget-friendly approach. The adult area will still be open for seating.

Commissioner Sbertoli questioned if opening the Concession Stand only six hours per week is the best approach, or as an alternative, if the district should just allow visitors to bring in their own food and beverages, within established perimeters. There was consensus among the board members that this was the direction to go. Vending would also be considered.

Commissioner Sbertoli also asked about keeping the pool open later on the weekends. Director Lynam will investigate this possibility and examine the impact that increasing hours will have on the overall budget. Commissioner Sbertoli also suggested that the \$5 rate start at 4:00 pm, instead of 5:00 pm.

- Director of Recreation Services Brittany Lynam reported that at this point in time the February 4 meeting of the Wood Dale Senior Club will be held in-person at the Recreation Complex. There will be social distancing, masks and hand sanitizer. There will not be a lunch to allow for consistent wearing of masks.
- The Fitness Center hours have been extended from January 22 through March 19, from 8:30 am – 1:30 pm. This precipitated by the extension of building hours to accommodate more WIBA games due to the lack of school gym availability.
- The Fitness Center pass promotion will end on February 1. Results of the promotion will be covered in the February Recreation Report.
- A Vision Board workshop was held on January 23 with ten participants.
- Staff are working on the 2022 Summer Brochure with registration starting in April.

13. Park and Facilities Report (Ben Appler)

- Director Appler provided an update on the repair of the slides at The Beach Waterpark.
 - The parts came in as expected, and one pump is assembled.
 - There was an unexpected problem with the propeller which will increase the cost by approximately \$200.
 - The company is coming to The Beach Waterpark on Friday to measure for install.
 - They are fabricating a custom base for the pumps.
- The *Wetland Buffer Mitigation Report*, required by the state has been received from V3, the park district's consultant. They studied and examined areas that needed to be rid of Buckthorn and other invasive species. They also looked at all the plants and rated the land

for plant diversity. We are meeting the goals, so far. Removal of invasive species in the forest is nearly done within the area originally outlined by the consultant. Hope to get through it by next year. If anyone would like to see the report from V3, please contact Executive Director Ellmann

- Recently, Donna Sorce of the Parks Department, under the direction of Director Appler, coordinated an auction to sell items no longer of use to the district. The old bus was sold for \$3,450 and other items for \$1,768 for a total of \$5,218.

14. Finance & Administration Report (Katie Iraci)

- Updated financials regarding rentals at The Woodlands at White Oaks Park through December were included in the board packet. Revenues are at \$15,600 with net revenue of 85%.
- Also included in the packet is an income statement and analysis for 390 Golf Experience:
 - Through November, the facility has experienced \$5,380 in user fees/miscellaneous revenue, and \$162,278 from TopGolf
 - Expenses were \$374,960, with the majority of that being capital outlay to get the facility up and running
 - That results in a deficit of \$204,302.
- Director Iraci gave an update on the development of the 2022-2023 budget process which is underway
 - Second round budget meetings were held with staff and final drafts of budgets were due to Finance on Sunday, January 23, 2022.
 - Director Iraci is compiling all of the budgets and entering them into the master document, as well as developing budgets for a variety of district-wide accounts
 - Director Iraci and Executive Director Ellmann will review the budget in its entirety to determine what adjustments need to be made before presenting it to the Board Treasurer, Rick Pokorny. This will be done at a meeting prior to the March 14 full board budget meeting.
 - Director Iraci will create a presentation summarizing the 2022-2023 budget and will allow for the discussion of the budgets at the March 14 meeting.
 - Following that meeting, the budget will be available for public display for 30 days before the board considers the final document for approval.

15. Golf Operations Report (Peter Pope)

- Director Pope reported on golf gift card sales during the holidays. For Salt Creek Golf Club 25 gift cards were sold for a total of \$1,800 and for 390 Golf Experience 55 gift cards were sold for a total of \$2,500.
- The morning opening hours on weekdays at 390 Golf Experience will change from 10 am to 11 am effective February 1. The number of customers in the first 45 days during the first hour of operation was usually 2-3, which precipitated this decision.
- Fun fact: 132,000 balls have been hit in the first 45 days of operation!
- Food and beverage at Salt Creek opened an account with a second vendor to be able to compare products and increase cost saving options.
- Reporting on events, there were 18 weddings in 2021 and there are already fifteen scheduled for this year and three scheduled for 2023. Staff continues to give tours and provide information to interested parties.

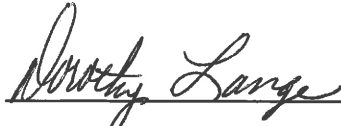
16. Commissioner Comments & Future Agenda Items for Consideration

- President Lange distributed hard copies of the evaluation form for the Executive Director and set a deadline for returning input. The evaluation will be presented to the Executive Director in February.

17. Adjournment

It was moved by Commissioner Pokorny, seconded by Commissioner Stimpson, to adjourn the meeting at 7:42 pm
VOICE 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.”