

1. **Call the Meeting to Order** – The meeting was called to order at 6:31 pm by President Dorothy Lange.

2. **Roll Call**

Board Members Present (roll call):

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

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. **Written & Public Communication**

Executive Director Ellmann reported on a matter discussed at the meeting he attended with other community leaders that has the potential of impacting Wood Dale residents involving a possible railroad merger. The proposed merger would increase train traffic through Wood Dale and other communities. Along with trains comes toxic materials and delays for emergency vehicles. The consensus of the board was to take a stance in opposition of the merger.

6. **New Business**

A. Ratification Approval of DuPage County Stormwater Management Permit Application for Terrace Park and Authorization for Executive Director to Sign Application (Matthew Ellmann)

For over a year the park district has discussed the plans for Terrace Park. This discussion came about as the neighborhood evolved from residential to industrial. A site plan was completed in cooperation with the developer because it is likely that the workers in the development will be the primary users of the park site and terms of a draft agreement has been agreed upon verbally. In general, the agreement allows the developer to use the property for temporarily building material storage in exchange for the regrading of the site in preparation for the park's re-development. To do necessary stormwater management work, a permit is required from DuPage County. As the owners of the property, the park district is required to give permission and sign-off on the permit. Previously, Executive Director Ellmann received verbal consensus from the board to move forward with the execution of the permit. Action was requested to ratify the approval of the DuPage County Stormwater Management Permit Application for Terrace Park and the authorization of the Executive Director to sign the application. The goal is to start the work this spring.

It was moved by Commissioner Sbertoli, seconded by Commissioner Pokorny to Ratify the Approval of the DuPage County Stormwater Management Permit Application for Terrace Park and Authorizing the Executive Director to Sign the Application
ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

B. Presentation of the Draft 2022/2023 Fiscal Year Budget (Katie Iraci)

Each year the Board is required to approve an operating budget for the district along with a Budget & Appropriations Ordinance. Staff have been working on the draft budget for fiscal year 2022/2023 since October 2021. This budget was created with a few key areas of focus. Strategic fee increases and cost reductions were examined and incorporated into the proposed budget where possible. Staff were also challenged with utilizing all the resources available to them, which is reflected in a number of programs planned to take place at The Woodlands at White Oaks Park. The 390 Golf Experience also remained a focus, as it was for the 2021/2022 Fiscal Year Budget. Early data on the operation of the facility was used to the extent possible to generate projections for next year's budget.

This is Director Iraci's third year doing the budget and each year it has become more refined and focused. Expectations were set for all staff, and they were encouraged to try new initiatives. The pricing of programs and corresponding percentage used to be gauged by program. This year it was assessed by program area. Another change was that each supervisor was asked to come forward with a presentation regarding the budgets under their supervision, rather than just accepting questions from the budget committee. They were asked to demonstrate how they were meeting the goals of the budget using data and examples. These meetings improved and they provided a greater introduction to the individual budgets.

Staff will continue throughout the year to gather data and analyze budget numbers. Conversations, analysis and documentation does not end with the approval of the budget.

Director Iraci presented an overview of the draft budget and opened the floor for discussion. Department Heads and the Executive Director were available to provide further explanation as requested and answer questions.

C. Examination and Discussion of the Draft 2022/2023 Fiscal Year Budget (Commissioners & Staff)

A question was raised as to why the advertising and sponsorship revenue isn't included in the marketing budget. Staff clarified that the individual program budgets receive the revenue because it is customary to price programs to cover district overhead, and marketing is a part of that overhead charge. Overhead typically consists of expenses that don't generate revenue. President Lange suggested marketing display boards in the Pro Shop at Salt Creek as an additional source of revenue.

A brief discussion took place on the budget presentation with the board expressing appreciation for all the hard work and effort of staff to deliver a well-researched and responsive draft budget. They asked that staff be congratulated for a great job of bringing forth a realistic and community focused budget.

D. Placement of Tentative Budget & Appropriations Ordinance (O-22-03) up for Public Inspection and Scheduling of a Public Hearing for Budget & Appropriations Ordinance (O-22-03) (Katie Iraci)

Each year, staff develops a budget for their area of responsibility that is submitted to the Board of Commissioners for approval. The budget is first presented in draft form as an operating and capital budget. A tentative Budget & Appropriation (B&A) Ordinance is also prepared and made available for public inspection for a period of at least 30 days. A public hearing is held after the 30-day review period, followed by Board approval of the final B&A Ordinance.

The budget process takes about six months from inception to completion and concludes with the filing of the B&A Ordinance with the DuPage County Clerk's office. The process began with a preliminary staff training performed by the Director of Finance and Administration, followed by meetings with staff to discuss budgets in their areas. After much collaboration and review, a draft budget is presented to the Board for consideration. This year, the tentative B&A Ordinance was presented at this meeting for Board approval to be in compliance with the 30-day public inspection requirement.

Any changes made to the tentative B&A Ordinance will be shared at the public hearing on April 26, 2022. Immediately following the public hearing will be the regular board meeting, at which time Board approval of the final B&A Ordinance is anticipated. The tentative B&A Ordinance is included in this packet and, upon approval from the Board, will be made available for thirty (30) day public inspection beginning Tuesday, March 15, 2022. This will allow ample time to schedule a public hearing prior to the Board meeting on April 26, 2022. Notice of the public hearing will be given in a newspaper at least one week prior to the time of the hearing. The Appropriation Ordinance serves as an upper limit of what may be spent, due to the reality of unanticipated costs that may arise during any given fiscal year. In the B&A Ordinance, the appropriation always exceeds the budgeted amounts by 15% to ensure that the District has some leeway in spending.

It was moved by Commissioner Pokorny, seconded by Commissioner Stimpson to Schedule a Hearing at 6:15 pm before the regularly scheduled Board Meeting on April 26, 2022 and that the tentative Budget and Appropriation Ordinance be made available for public inspection beginning on Tuesday, March 15, 2022

ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

7. Old Business

A. Approval of Purchase Order #13539 for the Replacement and Conversion of Community Park Ball Diamond and Parking Lot Lights to LED in the Amount of \$23,507 to be paid out of the Recreation Fund and \$942 out of the Paving & Lighting Fund to Quality Lighting Associates

The lighting for the ballfields and the parking lot at Community Park are over 35 years old. Currently only about half of the lights are working. A contractor was hired this spring to perform repairs to the ballfield lights. Upon inspection of the lighting fixtures, it was discovered that several of the fasteners had rusted and allowed water to enter them causing the ballast and fuses to be damaged. New bulbs were tried in several fixtures, but they did not light, meaning ballast kits were in need of

replacements in about forty of the light fixtures. Estimated costs for repair of the current lights is \$8,000 in bulbs, ballast kits and fuse holders, and \$17,000 for installation costs. Staff researched

the cost of replacing the fixtures with LED replacements as an alternative to spending \$25,000 on old lights.

A proposal was received from Price Sowers of Quality Lighting Associates to convert the ballfield and parking lot lights at Community Park to LED fixtures. The cost of this conversion would be \$158,100. However, due to a Commonwealth Edison incentive program the cost would only be \$24,449. This includes a discount for municipalities that is effective until March 11. This item was presented to the board at the February 22, 2022, and consensus was given to move forward with the execution of the agreements with Quality Lighting Associates and Commonwealth Edison to secure the municipal discount. The purchase was presented for approval at this meeting.

Director Lynam informed the Board that Wood Dale Baseball Association (WDBA) had been notified and they are reconsidering the idea of scheduling some night games.

It was moved by Commissioner Sbertoli, seconded by Commissioner Pokorny to Approve Purchase Order #13539 for the Replacement and Conversion of Community Park Ball Diamond and Parking Lot Lights to LED in the Amount of \$23,507 to be paid out of the Recreation Fund and \$942 out of the Paving & Lighting Fund to Quality Lighting Associates
ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

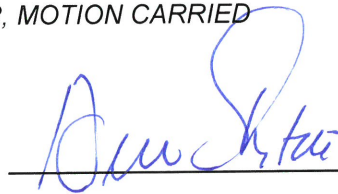
8. Adjournment

It was moved by Commissioner Sbertoli, seconded by Commissioner Stimpson, to adjourn the meeting at 7:52 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.”