

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
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
Jan Hincapie, Recording Secretary

Guest: Andrea Emmert, 357 Elmhurst Road, Wood Dale (Arrived at 7:00 pm)

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 Executive Session Meeting Minutes of March 14, 2022**

B. **Approval of the Regular Board Meeting Minutes of March 22, 2022**

C. **Approval of the Executive Session Meeting Minutes of March 22, 2022**

D. **Approval of:**

- Monthly disbursements, totaling accounts payable: \$130,490.27
- Payroll of March 18, 2022 (\$69,267.58)
- Payroll of April 1, 2022 (\$70,999.66)
- Payroll of April 15 (\$73,135.05)

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, April 26, 2022. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

6. **Written & Public Communication** - None

7. **New Business**

A. **Approval of an Intergovernmental Agreement with Elementary School District #7 for Summer Day Camp Transportation Services (Brittany Lynam)**

To provide for transportation for Summer Day Camps, an intergovernmental agreement is negotiated and presented to the School Board and the Park District Board for review and approval. This agreement defines the responsibilities of both parties and creates a framework for providing field trip and swim transportation to children enrolled in the Summer Day Camp program through the Park District. A draft intergovernmental agreement was included in the packet presented to the board prior to the meeting. Changes from last year's agreement include dates of service and the number of field trips to reflect the camp schedule. The rate for the bus driver was not available at the time of the distribution of the packet and the draft document but will be \$35.36 per hour as was verbally presented at the meeting. This is a \$1.11 increase from the last agreement.

Director Lynam clarified that there will be nine field trips this summer and the campers will visit The Beach Waterpark on Mondays and Fridays each week. Upon approval and signing of this agreement, the School Board will consider it for approval at their May meeting.

It was moved by Commissioner Sbertoli, seconded by Vice-President Schroeder to authorize the approval of the intergovernmental agreement between School District #7 and the Wood Dale Park District for field trip and swim transportation to children who are enrolled in the Summer Camp program ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

B. Approval of Switching to and Entering into an Agreement with Comcast for Internet Services at the Salt Creek Golf Club Course Maintenance Facility (Katie Iraci)

An agreement for internet service is needed at the Salt Creek maintenance garage since the current DSL service ceased working. The Park District currently has AT&T DSL service at the cost of \$249.56 per month. Comcast has provided a quote for \$100 per month for 24 months, a considerable savings compared to what the district is now paying. There will be no additional installation fee.

Currently, there is no Comcast line running to the Salt Creek maintenance garage. A line is needed to the facility for the internet to work. Therefore, Comcast will need to order a site survey to determine the cost of running a line to the facility to install the internet. There will be no additional cost to the district for the survey or the work to run the line, if Comcast deems it prudent to do so. If they determine it is not prudent to run the line, alternate options for internet service at the facility will be explored. Comcast requires that the contract be signed prior to doing the survey. If the results of the survey show that running a line is too expensive, the district will not be liable to pay anything under the terms of the contract.

It was moved by Commissioner Pokorny, seconded by Commissioner Sbertoli to approve the agreement with Comcast for internet at the Salt Creek maintenance garage and authorize the Director of Finance & Administration to execute the agreement. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

8. Unfinished Business

A. Approval of the Combined Annual Budget & Appropriation Ordinance O-22-03 for the Wood Dale Park District for the Fiscal Year Beginning May 1, 2022, and Ending April 30, 2023 (Katie Iraci)

At the Board meeting on March 14, 2022, the board approved the Tentative Budget and Appropriation (B&A) Ordinance. The Ordinance has been made available for public inspection for a period of at least 30 days. Once the 30-day public inspection period is concluded the Board must hold a public hearing prior to the adoption of the B&A Ordinance. That hearing was scheduled for 6:15pm, before this meeting. There was no public present at the meeting.

The budget process takes over six months from inception to completion and concludes with the filing of the B&A Ordinance with the DuPage County Clerk's office. The draft budget was presented to the board in their March 14, 2022, board packet, and at that meeting discussion took place.

The Appropriation Ordinance serves as an upper limit of what may be spent by the district throughout the year in each fund. It exceeds the working budget by 15% to allow staff to react to unforeseen circumstances and extraordinary events without having to make a budget amendment. Staff strive to stay within the working budget and will only use the 15% as a contingency if it is necessary.

It was moved by Commissioner Sbertoli, seconded by Vice-President Schroeder to adopt Ordinance O-22-03, the Combined Annual Budget and Appropriation Ordinance for the Wood Dale Park District for the Fiscal Year Beginning May 1, 2022, and Ending April 30, 2023. ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.

B. Discussion of new park and amenities for inclusion in the Concept Plan (Matthew Ellmann)

Executive Director Ellmann thanked each of the members of the Board for taking time to participate in the park tours of other area parks to generate ideas for the development of the park next to the Recreation Complex.

President Lange asked that staff make sure the Cell Tower site is protected on the former Mohawk Manor site. Executive Director assured the board that they are aware of the site and their obligations as part of the land swap agreement.

The next step recommended for the site next to the Recreation Complex is to create a more detailed plan for the site, which is necessary to apply for an Open Space Land Acquisition and Development (OSLAD) grant from the Illinois Department of Natural Resources. Normally, the call for applications is announced in May with applications due in July, but the sense is that the call will be later this year due to a delay in the review of last year's projects.

Commissioner Pokorny asked if parking will be allowed on Hawthorne Avenue. Executive Director replied that parallel or diagonal parking is a possibility. This may require county approval and should be explored as a concept plan develops. There will be parking at the Recreation Complex. The Recreation Complex parking lot is rarely filled, and the Fire Department lot is usually open, so street parking may not be necessary.

Originally, when the park was considered to accommodate amenities relocated from Community Park, the parking lot was going to be expanded. However, this is no longer a consideration so the added parking that was planned adjacent to the current entrance is not likely necessary. Executive Director Ellmann had another idea for that space and showed a video about a new concept in parks and recreation called a *Fitness Court* from the National Fitness Campaign. This concept allows for year-round outdoor free fitness for all ages. The park district would need to install a concrete slab 38 x 38, for equipment to be installed. It involves a partnership with Blue Cross/Blue Shield, which currently has pledged funds in Illinois. They provide up to \$50,000 in grant funds for the equipment and its installation. There is also an opportunity for sponsorships to be obtained. The program also includes staff training.

Executive Director Ellmann met with the company promoting the concept and they thought that the park district was a viable candidate. The board agreed that this was a concept worth exploring. This might be a great project with which to partner with the City of Wood Dale, by requesting Tax Incremental Financing (TIF) dollars to help with the project cost.

Other amenities for the site discussed were: pickleball courts, a challenge course, a shelter, a Gaga pit as well as an elementary and tot playground. The School District would like to have the playground by their building, but the cost is likely prohibitive.

The board was asked if they wanted Hitchcock Design Group, the firm who has been working with the park district on this site plan, to take the design to the next level of detail. The consensus was to take the project forward. Commissioner Pokorny wondered if there should be a subcommittee for the purpose of design review. This group is in place and consists of President Lange and Commissioner Sbertoli along with some staff.

C. Items removed from Consent Agenda (if necessary) - None

9. Executive Director's Report (Matthew Ellmann)

- *Prairie Fest*, the annual music festival and carnival will be held Thursday, July 28 through Sunday, July 31 at Community Park. President Lange and Commissioner Sbertoli have agreed to volunteer. Volunteers are needed and all are required to take Basset training to be able to serve beer and wine. Sessions are being held on July 12 at 1 pm and July 19 at 6 pm.
- Always an excellent education opportunity for staff and elected officials, the annual National Recreation and Parks Conference is being held September 20-22 in Phoenix, Arizona. Early bird conference registration opens Monday, May 9 and closes August 5. Board members may benefit from topics in the areas of Public Policy and Advocacy, Leadership and Personnel Management, and Equity and Inclusion. Anyone interested in attending should let Executive Director Ellmann know so reservations can be made. Hotel block registration begins on Monday, May 9 and they fill quickly.
- To continue to do research on the possibility of utilizing solar power, Executive Director Ellmann and Parks & Facilities Director Ben Appler met with representatives from three solar firms. Each are conducting feasibility studies of the district facilities and of the district's current power consumption. Executive Director Ellmann wanted to make sure that the board was comfortable with solar panels being installed on the buildings should the decision be made to move forward. The board agreed that the benefit would be worth the "look" of the panels on the buildings. There are two options: Buy outright or, do what they call, a Power Purchase Agreement. Director Appler confirmed that before installation would take place at the Recreation Complex, if the board opted to move forward, the roof would have to be replaced. More information will be forthcoming.
- Executive Director Ellmann, upon receiving her resignation since last meeting, congratulated Katie Iraci, Director of Finance & Administration, on her nearly five years with the Wood Dale Park District. He thanked her for her professionalism and detailed work and wished her luck in her new position. Her last day is Friday, May 5.
- To fill the void temporarily left by the departure of Director Iraci. Executive Ellmann is negotiating a contract with Cheryl Mosqueda, a financial contractor of the district. Commissioner Pokorny voiced his support of this approach. Former Accounting Supervisor, Dave DiVerde was also contacted to see if he can fill in. The Accounting Supervisor position is still open and candidate interviews are attempting to be arranged.

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

- There were no further questions about the reports.

11. Golf Operations Department Report (Pete Pope)

- Weather has been a challenge at the course, but it is nice to have a viable alternative to the course when the weather does not allow for play.
- Staff is happy with the new course software for food, beverage, and golf. While there are some details to be worked out, it should provide more detailed reporting and usable information.
- With the new software, reports will be clearer and more useful.
- Driving range revenue in the last 30 days is at \$55,000, with the month before at \$35,000. Events brought in \$7,600 and the month before \$7,300.
- When asked about the financial arrangement of events, Director Pope answered that when an event books for food/beverage and golf, Parlay gets the food/beverage revenue, and the park district gets the golf revenue as well as a percentage of the food/beverage. Attendance and events continue to grow.
- Parlay, the food/beverage provider at 390 Golf Experience, does a great job of marketing and creating unique opportunities to bring customers into the facility. *Mimosa Fest* was held with great success.

They are planning a *Drag Lunch* for Sunday, July 17 from 11 am – 4 pm. Due to the uniqueness of this event at a public facility, Director Pope wanted to make sure the board was comfortable supporting the event. The consensus from the board was that they should proceed with allowing Parlay to conduct the event.

- There are 18 weddings booked at Salt Creek this year and six booked for 2023. Inquiries continue to come in and tours are being given to potential clients.

12. Finance & Administrations Department Report (Katie Iraci)

- Financials show a positive net of \$568,000.
Director Iraci and Executive Director Ellmann participated in a rating call with Moody Investments on April 20, 2022. The district status includes a “negative outlook”, due to the planned spending of reserves for the White Oaks project. Staff provided projections and budgets for review and consideration. The Ratings Committee was scheduled to meet the following Monday. Their decision on our rating will be communicated shortly thereafter.
- Director Iraci thanked the board for the opportunity she was given to serve the park district for nearly five years.

13. Parks Department Report (Ben Appler)

- Unfortunately, the newly hired park laborer resigned on his sixth day on the job to take a better paying position. The runner-up candidate was contacted and was hired and has now started. A new seasonal employee started who lives close to the maintenance facility. Staff are getting soccer and baseball fields ready and preparing for our busy season.
- The new water slide pumps are now completed and being prepared for operation. The water slides will be open this summer at The Beach Waterpark!
- The Mixon memorial sign has been reconstructed and laminated. Staff are waiting for the site to dry to re-install the sign.

14. Recreation Department Report (Brittany Lynam)

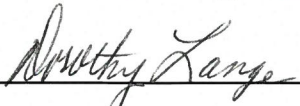
- Nikki Bittner has accepted the position of Recreation Coordinator. She will oversee senior programs and trips, Fitness Studio and Adult Athletics. She will also assist Director Lynam with the administration and programming of the Senior Club. Nikki is the former Fitness Coordinator for the district and currently teaches fitness classes. Welcome Nikki!
- Swim Team in-person registration was held in-person on April 25 and 27, 2022. Registration will be taken online through May 27, 2022.
- Annual Passes for The Beach Waterpark are being sold at “early bird” prices through June 3, 2022. So far, 25 passes have been sold: 19 resident and 6 non-residents.
- Recreation Supervisor Lescher and Director of Recreation Services Lynam will participate in a focus group for Northeast DuPage Special Recreation Association to provide input regarding the provision of services to member districts. This is part of their strategic planning initiative.

15. Commissioner Comments & Future Agenda Items for Consideration – There were none

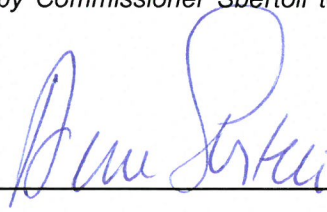
16. Adjournment

*It was moved by Commissioner Pokorny seconded by Commissioner Sbertoli to adjourn the meeting at 8:07 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.”