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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:**

Jon Marquardt, Executive Director  
Ben Appler, Director of Parks & Facilities  
Brittany Lynam, Director of Recreation Services  
Peter Pope, Director of Golf Operations  
Jan Hincapie, Recording Secretary

**Guests:** Eugene Wesley, Resident  
Victoria Montejo, Resident and Accounting Supervisor

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 (Roll Call)**

- A. Approval of the Executive Session Minutes of January 24, 2023
- B. Approval of the Bond Issue Documents of February 7, 2023
- C. Approval of the Regular Board Meeting Minutes held on January 24, 2023, 2022
- D. Approval of the monthly disbursements, totaling accounts payable \$898,671.09
  - Payroll of January 20, 2023 - \$86,339.17
  - Payroll of February 3, 2023 - \$80,298.48
  - Payroll of February 17, 2023 - \$81,826.97

*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, February 28, 2023.  
ROLL CALL VOTE, 5-0, ALL IN FAVOR, MOTION CARRIED*

6. **Written & Public Communication** - There was no written or public communication.

*(The Board has set a three-minute maximum per individual for Public Communication)*

7. **New Business**

**A. Approval to move the Finance Committee meeting from 6:30 to 6 pm on March 14, 2023 (Jon Marquardt)**

A copy of a *Meeting Notice Change* was included in the board packet. This notice, upon approval of the change by the Board, will be posted on the website, social media outlets and in-person at the district facilities.

*It was moved by Commissioner Pokorny, seconded by Commissioner Stimpson to move the Finance Committee meeting from 6:30 pm to 6 pm on March 14, 2023, ROLL CALL, VOTE: 5-0, ALL IN FAVOR, MOTION CARRIED*

**B. Presentation of the 2022 Annual Highlights (Ali Geary)**

Marketing Manager Geary presented the Annual Highlights to the Board and Staff. The document serves as a reflection, reminder and archive of the accomplishments completed by all departments at Wood Dale Park District within the 2022 calendar year. These accomplishments resulted in excellent service to the Wood Dale community.

Following the meeting, the report will be included on the website and all social media sites, as well as through email subscriber lists and a minimal number will be available in print. The Board expressed their appreciation for the report and for the staff's efforts over the past year.

**C. Approval of a License Agreement for Use of Wood Dale Park District Community Park for Prairie Fest (Jon Marquardt)**

The City of Wood Dale and the Wood Dale Park District have had a long history of inter-governmental cooperation. One of the projects that reflects this cooperation is the annual Prairie Fest celebration. This year's event is scheduled for July 27-30 in Community Park. Dates prior to the event (July 24-26) and after the event (July 31) are requested to allow for set-up and clean-up.

The Board agreed in consensus to this use of Community Park in the fall so the planning could begin. A formal agreement was included in the packet for consideration and approval. If the agreement is approved, it will be forwarded to the City Council for their approval. As part of this agreement, the City agrees to provide a Certificate of Insurance to both the City of Wood Dale and School District #7, since this is a school-park site. They also agree to repair any damage that may occur to the park as a result of their usage.

*It was moved by Commissioner Sbertoli seconded by Vice-President Schroeder to approve a License Agreement for Use of Wood Dale Park District Community Park for the 2023 Prairie Fest. ROLL CALL, VOTE: 5-0, ALL IN FAVOR, MOTION CARRIED*

**D. Approval of Community Park Lease Agreement with ReThink Electric (Jon Marquardt)**

The Park District has made it a practice to lease property when it benefits the community through revenue generation without adversely impacting the recreational use of the public land. A parking lease was included in the packet that defines the use of 10-15 parking spaces at Community Park by *ReThink Electric* (less than 4% of the available parking) for \$350 per month. They will be using the spaces for overflow parking and overnight parking of their vehicles.

Previously, the district leased parking spaces to Power Solutions, Incorporated, but on February 7, 2023, they requested termination of the agreement. This request was made per the 30-day out clause.

*It was moved by Commissioner Pokorny seconded by Vice-President Schroeder to approve a License Agreement for Use of Wood Dale Park District Community Park by ReThink Electric ROLL CALL, VOTE: 5-0, ALL IN FAVOR, MOTION CARRIED*

**E. Approval of an agreement renewal with Golf Now (Peter Pope)**

*GolfNow* is the system used at Salt Creek Golf Club for tee time reservations, point-of-sale, credit card processing and financial management. The current agreement, which also includes some marketing, email database and website support, expires on March 26, 2023. The new agreement has no major changes. *GolfNow* receives no compensation except for their portion of the tee time revenue for the reservations made through their site.

Unfortunately, the original system has had some issues so this renewal for the new G1 Platform and associated hardware will allow for the necessary upgrades and technology to improve the function of the system. With the renewal, the district will also receive a second point of sale system in the pro shop.

*It was moved by Vice-President Schroeder seconded by Commissioner Pokorny to approve the renewal of the GolfNow two-year agreement for services at Salt Creek Golf Club, and to authorize Peter Pope, Director of Golf to Executive the agreement ROLL CALL, VOTE: 5-0, ALL IN FAVOR, MOTION CARRIED*

**F. Approval of the purchase and installation of ADA countertops at Salt Creek (Peter Pope)**

As part of the district's Americans with Disabilities (ADA) Transition Plan, it is recommended that the Salt Creek Golf Club Pro Shop counter be modified to meet ADA and Illinois Accessibility Guidelines. Staff consulted with vendors to determine the best way to meet this requirement. The surface is required to be 28-34 inches off the ground, and at least 36 inches in length. All vendors agreed that it would be more cost effective to build a new counter, rather than trying to modify the existing counter.

Staff received information from two vendors. One vendor was unresponsive. The lowest bid meeting specifications was selected, and the total project cost is \$18,500 from Hargrave Builders. Therefore, staff recommends the approval of a purchase order in the amount of \$18,500 and requests approval to execute a contract with Hargrave Builders to complete the project.

*It was moved by Commissioner Pokorny seconded by Commissioner Stimpson to approve a Purchase Order for \$18,500 with Hargrave Builders, and approval to execute a contract with Hargrave Builders to complete the project. ROLL CALL, VOTE: 5-0, ALL IN FAVOR, MOTION CARRIED*

**8. Unfinished Business**

**A. Items removed from Consent Agency (if necessary)** – There were no items removed.

**9. Executive Director's Report (Jon Marquardt)**

- At the time of the meeting, recipients of the State of Illinois Open Space Land Acquisition and Development (OSLAD) grant had not been announced. \*On March 1, 2023, two days after the meeting, the district was notified that they were an OSLAD recipient of \$600,000 for the partial funding of the development of the park land adjacent to the Recreation Complex.
- The district is still due a \$198,750 reimbursement from the last OSLAD grant. According to the Illinois Department of Natural Resources, it should be received in 2-3 weeks, which would be approximately the third week of March 2023.
- It is time to make plans to update the Community Action Plan (master plan). It provides direction for the future allocation of resources and is necessary when applying for grant funding to fund or supplement funding for projects.
- The State of Illinois Parks and Recreation Construction (PARC) grant, which covers "bricks and mortar" projects (versus outdoor projects like OSLAD) is being announced in May. This grant program covers 90% of project cost. Deadline for the grant application will likely be in June or July.
- Commissioner Pokorny commented about the fitness equipment purchases. Executive Director Marquardt commented that he has done an assessment of the equipment and it has relatively low mileage and is in good shape. The "Ab" machine is older. Reimbursement for the new piece of equipment shown in the board packet should come from NEDSRA and the special recreation fund in a few days. This is a qualified use of funds from the special recreation levy.
- Commissioner Sbertoli commented that it seems that the Fitness Studio is losing members because of the limited hours, specifically the closing of the facility on Sundays. Executive Director Marquardt concurred and said that staff are working to staff and reopen on Sundays and to have more similar hours to those of the competing facilities in the public and private sector.
- Members of the Board raised concern about the cabling work done in the Recreation Complex to address Wifi coverage. This need was identified by the IT Committee. Unfortunately, the price of the work was above the spending limit for the Executive Director, per policy. The Board

encouraged him to review the policy. Executive Director Marquardt expressed his apologies for the oversight on his part. Concern was also raised about the fact that the Board wasn't aware of the need for this work. Following the meeting, Executive Director Marquardt confirmed that he had sent information regarding the project in his weekly memo on February 3, 2023. In the future, he will make sure that he confirms Board approval for the expenditure prior to the work as well as have it ratified at the next board meeting.

- President Lange asked for a financial accounting of the Executive Director's attendance at the National Aquatic Conference. Executive Director Marquardt agreed to provide her and the members of the board with this information.

**10. Golf Operations Report (Peter Pope)**

- Staff have been researching vendors to purchase new tee signs for Salt Creek.
- New dining room tables that match the existing high-top tables have been ordered.
- Thirty new patio chairs were ordered for the clubhouse, as well as three new cushions for existing chairs.
- Staff reported that February rounds have been very strong; 272 rounds were played in 2023 compared to zero in 2022. Weather is obviously the key factor in this change.
- Staff are working on gathering information from golf league participants to increase league play at the course. Five of the 19 leagues are looking for more members, so this need will be promoted at the course and on social media.
- A new league called *Spark* will play in May on Monday nights. *Spark* is a network of nine-hole, social golf leagues played on weeknight evenings at more than 1,200 courses nationwide.
- In 2023, 21 weddings are booked. It was originally 23, but one decided on a destination wedding, one will reschedule for 2024 and the other will be rescheduled due to a health issue. The first wedding of the season was held on February 24. A new late-night snack has been added to the wedding food and beverage package options. When asked by Vice-President Schroeder what this was, Director Pope stated that the weddings usually do some type of food late in the night for attendees.
- Bay bookings at 390 Golf Experience are going strong and are increasing each month.
- There has been a total of 257 events scheduled at 390 Golf Experience between 5/1/2022 and 1/31/2023. Inquiries and bookings are increasing every month.
- Commissioner Stimpson inquired about the restaurant opening for lunch. The restaurant will open for lunch starting on April 1.
- Director Pope showed a course flag that had been chewed by the resident coyotes.

**11. Finance & Administration Report (Written Report Only)**

**12. Parks & Facilities Report (Ben Appler)**

- Buckthorn removal continued during the recent cold snap. When the weather warms up and the ground softens, staff cannot go in the area to do this work.
- Staff have started work on The Beach Waterpark in preparation for the 2023 season. They are working on the spa which hasn't been open since 2019, spring clean-up of the grounds and facilities, and some tree removal. Also, the wiring on the light poles and the speakers was chewed by squirrels so it must be replaced.
- Director Appler hired the new Administrative Assistant for the Parks & Facilities Department. Her name is Crystal Scott. She is from Addison and has fit in well with the team. With this hiring, the department is fully staffed.

**13. Marketing Report (Written Report Only)**

**14. Recreation Department Report (Brittany Lynam)**

- Staff have met with two possible partners to operate the concession stand at The Beach Waterpark. In the end, the decision was made to continue to allow patrons to bring in their own food, sell only packaged goods, and not utilize an outside company to operate the stand. This will be evaluated again next year. Commissioner Pokorny concurred with the decision and stated that the goal should be to get more foot traffic, then build on the concession operation.
- Registration has begun for t-ball, softball, and baseball for the 2023 season. This is the first season that Wood Dale Baseball Association will not be involved in the program and the park district will be the administrative agency. While registration is starting a bit slow, calls are starting to come in. Marketing will continue to push the program through all promotional avenues.
- The t-ball program will be done in cooperation with Medinah and Addison Park Districts. Baseball and softball are part of their individual leagues. Staff attended a planning meeting to get the information and alert the leagues of the change. Recreation Supervisor, Kelli Esposito will be in charge of the programs, with the guidance of Director Lynam.

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

**16. Executive Session**

*It was moved by Commissioner Pokorny seconded by Vice-President Schroeder to move out of public session and into Executive Session at 7:26 pm ROLL CALL, VOTE: 5-0, ALL IN FAVOR, MOTION CARRIED*

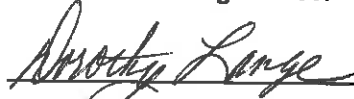
- A. Discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel of the district, pursuant to 5 ILCS 120(2)(c)(1)
- B. Hearing testimony on a complaint lodged against an employee to determine its validity pursuant to 5 ILCS 120/2(c)(2)
- C. Discussion of pending, probable or imminent litigation to pursuant to 5 ILCS 120(c)(1)
- D. Discussion of the semi-annual review of closed session minutes pursuant to 5 ILCS 120/2.06(d)
- E. Discussion of the setting of a price for sale or lease of property owned by the public body pursuant to 5 ILCS 120/2(c) (6)
- F. Discussion of the consideration of the selection of a person to fill a vacancy in a public office pursuant to 5 ILCS 120(2)(C)(3)

*It was moved by Commissioner Pokorny seconded by Commissioner Sbertoli to move out of Executive Session and back into public session at 8:15pm ROLL CALL, VOTE: 5-0, ALL IN FAVOR, MOTION CARRIED*

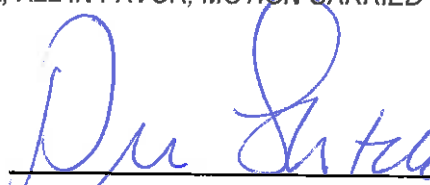
**17. Adjournment**

*It was moved by, Pokorny seconded by Sbertoli to adjourn the meeting at 8:16pm 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."***