

1. **Call the Meeting to Order** – The meeting was called to order at 6:30 pm by President Lange.

2. **Roll Call**

Board Members Present (roll call):

Dorothy Lange – President
Georgia Schroeder – Vice President
Denice Sbertoli – Secretary
Greg Stimpson – Commissioner

Staff:

Matthew Ellmann – Executive Director
Katie Iraci – Director of Finance & Administration
Apprentice

Also Present:

Dave DiVerde - Staff: Accounting Supervisor
Apprentice
Rob Michalak – Head Golf Pro, Salt Creek Golf
Course
Carolyn Mondlock – Recording Secretary

Visitors: (in alphabetical order)

Josephine Bellalta, Altamanu Inc.
John McManus, Altamanu, Inc.
Frank Parisi, Williams Architects
Nunzio Pulice, Village of Wood Dale Mayor
John Kramer, Resident

3. **Public Comment** - *There was no public comment.*

4. **Presentation and Acceptance of White Oaks Park Phase #2 Construction Plan**

Executive Director Matthew Ellmann introduced principal landscape architects Josephine Bellalta and John McManus of Altamanu, Inc., whom, he explained, put together the concept plan and brought forth Rocco Castellano Design Group to lead the first phase of the park's re-development.

In compliance with the Open Space and Land Acquisition Development (OSLAD) grant, staff and Commissioner Schroeder have been meeting with a team of professional consultants led by landscape architectural firm Altamanu to create and finalize construction plans for the implementation of Phase II. Altamanu representatives are present this evening to present a summary of the site construction plan and to show renderings and images of the features earmarked for the site. Intent is for the Board to accept the final plan so that it can be placed out to bid for construction to begin in spring as planned.

Josephine Bellalta directed the Board to a presentation of aerial maps and handouts of information and renderings. She said there are several components specified in Phase II.

1. The wetlands are flatwood wetlands, which are unique in Illinois. Therefore, a wetlands specialist is on the team. A 100-foot buffer around the wetlands needs to be accounted for in the plan to comply with regulations and protect the area during and after construction.
2. The existing stone aggregate path will be refurbished with an ADA-accessible granite topping graded to prevent water flowing over the top of the main path. There will also be the addition of some new mulch paths.
3. Bellalta pointed out a social/passive sports area, campfire and camp area, wetland boardwalk and overlook, exercise stations, a Spartan course, children's playground, nature discovery zone, and interpretive signs. She showed photos of the playground equipment specified and discussed the sidewalk leading to a gazebo with lights and power, in addition to a bocce court and two sets of bag games.



4. Scouts area path arrives at a council ring with a fire pit in the center. The area has electrical outlets and materials recycled from the former cabin will be utilized. Most existing non evasive trees will remain to create a scenic and natural feel.
5. The boardwalk to an overlook is 6 feet wide and will be raised to remain out of the wetland. Educational signage will be placed along the trail to describe the park, settlement of the area and composition of the wetland along with other relevant information.
6. Various benches will be placed along the trail and by the playground and bocce court, some with backs and armrests. All benches and garbage receptacles are to reside on cement pads.
7. Bellalta described four pods of exercise stations – one single and three double stations. Additional areas along the mulch path can be reserved for future pods with exercise stations.

Executive Director Matt Ellmann explained that the OSLAD grant requires five recreational elements. Although an organic and natural playground was desired, the grant requires the award of manufactured play equipment. However, a natural discovery area will adjoin the playground.

Executive Director Ellmann distributed the current cost estimate for Phase II: Josephine Bellalta reviewed the itemized spreadsheet in detail with the Board. Items included probable construction costs of the following:

- o Removal and site preparation
- o Tree protection and erosion control
- o Site grading and excavation
- o Concrete pavement and curb
- o Utilities
- o Playground area
- o Children discovery area
- o Scout area
- o Path
- o Boardwalk
- o Fitness stations
- o Picnic shelter
- o Site furnishings, i.e., benches
- o Bocce court and Bag games
- o Plantings and landscape restoration
- o Shrubs
- o Grasses and perennials
- o Seeding

Executive Director Ellmann talked about the removal of buckthorn for the health of the ecological forest. The parks department depending on ground temperature, will start this process, with help from volunteers over the winter months. A maintenance and management plan are a part of the project to comply with permits.

He explained next steps are to meet with the City's Community Development Department to present and discuss the plans, make sure all items are compliant, and eventually apply for the permits needed. Project drawings and specifications will be refined over the next few weeks, prior to bids being released. Current plans call for the District to go out to bid at the end of January and present the bids to the Board at the end of February. Estimated completion of Phase II is six months, with a start date of April 1 and a construction end date of September 30. The OSLAD grant requires the project to be complete one year from July 2020 in order to meet grant requirements.

It was moved by Commissioner Sbertoli, seconded by Commissioner Stimpson, to accept the construction plans for Phase II of the White Oaks Park Re-development Project and to direct staff to prepare and place the project out to bid in early 2020. *ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.*

Altamanu representatives Bellalta and McManus departed the meeting at 7:19 pm.

5. Community Public Input Forum for the Re-development of the TopGolf Facility

Executive Director Matthew Ellmann explained the next agenda item to be covered in two parts. One is to solicit public input regarding the future of the (formerly TopGolf) golf facility. The second part is to discuss the proposed conceptual ideas generated from the golf facility evaluation and rebrand plan brainstorm held prior with the board and staff.

Rob Michalak, Head Golf Pro at Salt Creek Golf Course, shared that he went to Mistwood golf dome in Bolingbrook to test out the TopTracer technology. He said it was easier to use than he had thought. Michalak said the charge was \$40 an hour per bay. He said food and beverage was separate with servers walking around taking orders.

Michalak suggests that the Board think about pricing for both bay time and per bucket of golf balls. Balls are unlimited when paying for bay time. Buying a bucket of balls may prevent a bay from being used more often if the player is taking his/her time to hit the balls. He suggested that a player who is there to golf at Salt Creek and may want to hit a bucket of balls for warm-up and not pay for the use of TopTracer in a bay.

Mayor Nunzio Pulice recalled some of the problems TopGolf had experienced when selling by the bucket, including the long wait times and people taking their time in the bays. He said he visited the new Schaumburg facility and noticed pricing was different at different times of the day.

Frank Parisi of Williams Architects continued with the second part of this agenda item. Parisi summarized what the Task Force envisioned for the facility:

- o Distinguishing the park district
- o Connection to Salt Creek Golf Club
- o Consolidating golf operations
- o Partnership opportunities
- o How to be financially sustainable
- o Find niche price point
- o Excellent customer service
- o Appeal to all ages & families

Parisi then summarized some of the ideas the Board envisioned at the last meeting:

- o Introduce some video gaming
- o Partnership opportunities
- o Look at branding
- o Maintain event space
- o Functional/cosmetic improvements
- o Patron connection path to first tee at Salt Creek
- o Convert lower level banquet room to pro-shop

Considerable discussion ensued about access "control" points and connecting the range facility with Salt Creek Golf Club. Parisi presented some diagrams in his presentation, in addition to various ideas that included pick-up and drop-off points, bag drop and golf cart parking points, in addition to the flow

of traffic. He talked about the location of a Proshop that would attract customers when entering the building.

On the second level, Parisi referred to a small conference room and administrative space which could be considered for e-sport space and other purposes. E-sports would require monitors on the walls and gaming stations. The value of the second-floor bar was brought up by Director Ellmann when potential e-sport players might be under 21 years of age. Much more research was suggested about the e-sport infrastructure and operational aspects.

Discussion about storage for supplies identified that storage may be challenging especially on the second floor.

Director Ellmann talked about the requirements of the PARC grant and how some of the district's construction costs for this project can be presented with the hope of being awarded the grant.

Parisi defined the next steps as completing the PARC grant application and brainstorming about branding.

Frank Parisi departed the meeting at 8:28 pm.

6. Discussion and Approval of an Information Technology Agreement with Unified Concepts

Director of Finance and Administration Apprentice Katie Iraci recommended switching the District's information technology (IT) services from Single Path to Unified Concepts.

Iraci stated that the level of attention and service from Single Path has declined, and the District has been investigating its options. Iraci received proposals from five vendors and had in-depth meetings and discussions with most of them. Vendors were narrowed down to Single Path and Unified Concepts. She walked the Board through the Single Path and Unified Concepts proposals. After thought analysis, Iraci says Unified Concepts presents a more proactive approach to IT, in addition to 24/7 offsite support.

It was moved by Commissioner Sbertoli, seconded by Commissioner Schroeder, to approve an IT services agreement with Unified Concepts, as presented by staff. *ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.*

7. Approval of Revisions to the Employee Policy Manual, Section 6.12 – Conferences, Schools, Workshops and Travel

Director of Finance and Administration Apprentice Katie Iraci is proposing a change to Section 6.12 of the personnel manual to eliminate per diem checks at conferences or schools and allow employees to use their department p-card with the same lunch and dinner amounts and a slight increase in the breakfast amount.

It was moved by Commissioner Schroeder, seconded by Commissioner Lange, to approve the revised Employee Personnel Policy Section 6.12 – Conferences, Schools, Workshops and Travel as amended. *ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.*

8. Executive Session

It was moved by Commissioner Sbertoli, seconded by Commissioner Schroeder, to enter into Closed Session at 8:51 pm for the 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). *ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED*

The board entered back into the open Special Meeting at 9:40 pm.


9. Adjournment

It was moved by Commissioner Sbertoli, seconded by Commissioner Stimpson, to adjourn the Special Meeting at 9:40 pm. *VOICE VOTE, ALL IN FAVOR, MOTION CARRIED.*

Board Member Signatures:



Vice President



Secretary