

1. **Call the Public Hearing to Order** – The meeting was called to order at 6:30 pm.

2. **Roll Call**

Board Members Present:

Georgia Schroeder – Vice President
Denice Sbertoli – Secretary
Rick Pokorny – Treasurer

Staff:

Matthew Ellmann – Executive Director
Ben Appler – Director of Parks & Facilities
Mitch Bowlin – Director of Finance & Administration
Mike Huber – Director of Golf Course Operations
Arturo Seguro – Deputy Director of Recreation Services

Also Present:

Carolyn Mondlock – Recording Secretary

Visitors:

C. Rocco Castellano, Castellano Design Studio

Wood Dale Residents:

Melissa Lezcano, 101 N. Walnut
Andrea Emmert, 357 W. Elmhurst
Mike & Lynn Curiale, 1905 Wood Dale Rd, #503
Chris McCarthy, 122 Hawthorne Ave.

3. **Pledge of Allegiance**

4. **Additions to Agenda - (no additions)**

5. **Approval of Consent Agenda Items**

- A. Approval of the Minutes of the Park District/City Joint Projects Committee Meeting of December 12, 2017
- B. Approval of the Minutes of the Park District/City Joint Projects Committee Meeting of January 9, 2018
- C. Approval of the Minutes of the Park District/City Joint Projects Committee Meeting of February 13, 2018
- D. Approval of the Minutes of the Park District/City Joint Projects Committee Meeting of March 13, 2018
- E. Approval of the Regular Meeting Minutes of April 17, 2018
- F. Approval of the Executive Session Minutes of April 17, 2018
- G. Approval of the Special Meeting Minutes of April 24, 2018
- H. Approval of the monthly expenditures: \$368,675.92, covered by check nos. 82900 through 83075 (\$249,541.35) and payrolls 4/20/18 (\$56,155.19) and 5/4/18 (\$62,979.38).

It is Director Ellmann's recommendation to pull from the Consent agenda items A, B, C and D. It was recently determined that these meeting minutes do not require Park Board approval since they are already approved by the Park District/City Committee. However, since this information is valuable to the Park Board, Director Ellmann plans to include these minutes, once approved, in future board packets and he also plans to have them placed on the agency's website for public examination.

It was moved by Commissioner Pokorny, seconded by Commissioner Sbertoli, to remove Consent Agenda Items A through D. **ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.**

It was moved by Commissioner Sbertoli, seconded by Commissioner Pokorny, to approve the Consent Agenda Items E through H. *ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.*

6. Written & Public Communication

Resident Andrea Emmert asked the Board to reinstate the babysitting service. She distributed information to better explain her request. She suggested the District operate babysitting like a program as opposed to a service and suggested that it could be profitable. She noted some pricing discrepancies in the program guide and gave examples of how to sell it like a program. Attached to her handouts was a letter from Christopher McCarthy, who was also present in the audience, addressing his concerns and suggestions for the babysitting service. He asked the Board to take the time to read his letter because he finds much value in the service.

Commissioner Schroeder expressed her appreciation for their input and said park district staff should re-examine the service and figures supporting plans to eliminate it.

Another resident asked about the Park District/City Joint Projects Committee Meeting minutes that the Park District Board does not need to approve and removed from the Consent Agenda. Director Ellmann explained that the minutes need to be approved by the Committee and once approved will be posted to the park district website.

7. New Business

A. Election of Officers (*Vice President Schroeder*) – In adherence with Illinois Park District Code and the Wood Dale Park District Board Manual, the Board elected Board Officers to serve a one-year term.

1. Commissioner Schroeder nominated Commissioner Lange to be Board President.
2. Commissioner Sbertoli nominated Commissioner Schroeder to be Board Vice President.
3. Commissioner Pokorny nominated Commissioner Sbertoli to be Board Secretary.
4. Commissioner Schroeder nominated Commissioner Pokorny to be Board Treasurer.

It was moved by Commissioner Schroeder, seconded by Commissioner Pokorny, to approve the slate of Commissioners. *ROLL CALL VOTE. ALL IN FAVOR. MOTION CARRIED.*

B. Discussion and Approval of Auditing Services Engagement Extension (*Mitch Bowlin*) – Mitch explained that the Park District auditor, Joseph Julius, presented an optional extension proposal reducing his fee for fiscal year 2018 but extending the contract for three more years. Mitch stated that he has only worked with the auditing firm mid-way through the 2017 audit and that he did not feel that experience was enough for him to recommend either acceptance or rejection of the contract extension.

It was moved by Commissioner Pokorny, seconded by Commissioner Sbertoli, to accept the reduced fee for fiscal year 2018 for \$16,900 and defer on the decision to extend the contract with Joseph Julius.

ROLL CALL VOTE.

Commissioner Sbertoli – YES
Commissioner Pokorny – YES
Commissioner Schroeder – NO
MOTION CARRIED.

8. Unfinished Business

- A. Presentation and Discussion on White Oaks Park Project Building Floor Plan (Rocco Castellano)
– Director Ellmann explained that Rocco Castellano of Castellano Studios is present to give the Board an update on the White Oaks project. He stated that at the May 16, 2018 special meeting, the Board had consensus to move forward with the project with reductions and other reduced parameters based on community input. Mr. Castellano presented interior modifications to the building with the subtraction of the Edge Adventures challenge operation spaces. He also talked about options to reduce budget costs as described in the minutes of the April 17, 2018 meeting.

Mr. Castellano confirmed that the footprint of the building is not being modified – only the interior spaces. He handed out four design options (A through D). What the Board decides upon will amend the PUD being presented at the upcoming June 7 City Council meeting.

Mr. Castellano talked about the list of items previously discussed at the last Regular Board Meeting on April 17, 2018 and the agreed upon options to be included in the bid process aimed at reducing costs. Some of them were briefly revisited and summarized as follows:

1. Sun shade and trellis
If eliminated, these do not impact other systems; however, removal would also remove the benefit and beauty, in addition to sun shading reduction of operating costs. The board decided to add the elimination of the sun shade and trellis as a deductive alternate thru the bidding process.
2. Concrete rainscreen system
Reduces costs associated with having a thin wall concrete rainscreen system at the north and west building elevations. Either the concrete panels will be simplified or substituted with a composite panel rainscreen system. The board agreed to add the alternate system as a deductive alternate thru the bidding process. Mr. Castellano is pursuing other manufacturers because costs only include materials, not labor.
4. Storefront system (windows)
Agreement was made at April 17 meeting to go with a 4-inch deep thermal envelope of window storefront system to reduce costs.
5. Exterior wood soffit system
There is a cost reduction moving to a plaster system, but plaster may require more maintenance over time. A wood soffit system will bring the ceiling outdoors. He does not recommend plaster as a first choice.
9. Simplify lighting fixtures
Mr. Castellano thought the lighting line item was very high. He plans to specify one or two high grade fixtures and then go medium grade with the rest.

Mr. Castellano moved on to the interior design options. He went from Options A through D describing what has changed with the elimination of the Edge Adventures operation, depicting changes like more storage, relocated coat closet, sizing of the activity and mechanical rooms. The Board agreed to support Option C as the best option because it has the larger activity assembly room.

Mr. Castellano said our landscape architect, Altamanu, will be revising the site plan to eliminate the aerial challenge course and the access trail to Oak Street. Director Ellmann gave a summation on the process involved leading up to the June 7 City Council meeting.

Rocco Castellano departed the meeting at 7:29 pm.

- B. Approval of the Budget & Appropriations Ordinance (O-19-11) for FY ending April 30, 2019 (Mitch Bowlin) – Mitch gave a summary of the Budget & Appropriations Ordinance process.

It was moved by Commissioner Sbertoli, seconded by Commissioner Pokorny, to adopt Ordinance O-19-01, the Combined Annual Budget and Appropriation Ordinance of the Wood Dale Park District for the Fiscal Year beginning May 1, 2018 and ending April 30, 2019. *ROLL CALL VOTE. ALL IN FAVOR. MOTION CARRIED.*

9. Executive Director's Report (Matthew Ellmann)

- Director Ellmann informed the Board of registration being open for the National Recreation & Park Association conference being held in Indianapolis, September 25-27.
- A resident around Terrace Park would like to see a walking path. The park is slated for master planning in 2020 according to the current park re-development schedule. Due to the Central Park project needing completion and White Oaks Park project just commencing consensus was to leave Terrace Park as scheduled.
- Director Ellmann received a card from NEDSRA in thanks for the park district's support of their golf marathon.

10. Recreation Department Report (Arturo Seguro)

- Arturo reported that 230 pool passes have been sold to date compared to 180 passes in 2017. The target is to sell 350-360 pool passes this year. With the closing of the Georgetown pool, staff went to Georgetown's activity building last weekend to sell pool passes. The homeowners' association will be reimbursing the residents for the early bird cost of their passes.
- Summer camp training runs from June 5 through 8. The teen camp held at the Cabin in the past will be held at the junior high. Summer dance camp is a drop-in program that is open to summer camp participants and the public.
- Swim team currently has 49 participants.

11. Administration & Finance Department Report (Mitch Bowlin)

- In answer to a question by Commissioner Schroeder about when end of the year final comparison figures would be provided, Mitch clarified that the end of the year preliminary financial report should be finalized about 60 days after the fiscal year ends, which accommodates the cutoff for property taxes and deadlines for any accruals.
- He thanked the Board for giving him the opportunity to attend Parks Day and the Legislative Conference in Springfield, Illinois. He found much value in the trip and in talking to our legislators.
- Personnel policy manual update – Mitch is separating it into three sections for review – the Legal and Procedural sections will be presented at the July Board meeting, and the Employee Benefits section will be presented at the August Board meeting.

12. Salt Creek Golf Club Report (Mike Huber)

- Mike gave a summary of the golf season to date considering the weather and challenges posed. He reviewed the Salt Creek Vision Statement, of which the priorities are to:
 - Grow golf revenue – cart and greens fees, merchandise, new accessories.
 - Grow banquet revenue – investing in The Wedding Wire who will provide a photographer to create 360 videos. In 2017 the facility had three weddings. So far this year seven are scheduled. Mike also wants staff to be more responsive following up on leads, which he is establishing.
 - Provide a quality experience for the value – making sure that the best experience is being provided for the value within Salt Creek's market segmentation.

- Control expenses to ensure profit margin – pricing out menus and golf merchandise to make sure those things are set up per industry standards, so Salt Creek can be profitable.
- Commissioner Schroeder wants the restaurant at Salt Creek to be better marketed so that the public, not only golfers, know that it is open. The restaurant is currently marketed on social media, in the program guide, on the outdoor message board, and in the lobby of the Recreation Complex. Mike mentioned that he also emailed local businesses that were in the database when the season opened. There are banners that will be going up at Salt Creek, to advertise that the bar and grill are now open. Commissioner Schroeder felt that more needed to be done and noted that she had received a public comment indicating that members of the community were not aware of the restaurant being open.
- The kitchen is available until 8pm during league play. In addition, there is grilling on the Patio taking place from 2pm - 8pm on Fridays and 10am – 4pm on Saturdays and Sundays, weather permitting.
- The Commissioners requested to be added to the Email list.

13. Parks & Facilities Department Report (Ben Appler)

- Ben gave an update on the Central Park project:
 - The foundation pond is short on capacity, so the contractor Copenhaver is back to excavate and bring it up to capacity.
 - The silt fence has been removed and turf coverage looks better.
 - A backstop will be installed to prevent balls from going into the retention pond.
 - The rain garden by the playground holds water. The contractor is working to redirect the water.
- The Cabin – The City Public Works assisted the Parks Department with capping the water main going to the cabin. Ben is getting the utilities disconnected with ComEd and Nicor.
- Ben is working on a bid packet with specifications for a bus. He is working with Kristina Sromek to develop the bid specifications.

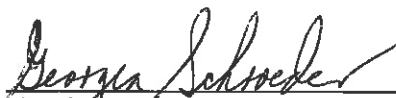
14. Commissioner Comments & Future Agenda Items for Consideration

None.

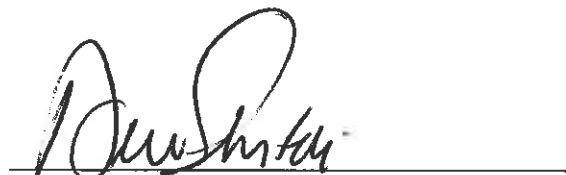
15. Adjournment

It was moved by Commissioner Pokorny, seconded by Commissioner Sbertoli, to adjourn this General Meeting at 8:34 pm. *VOICE VOTE. ALL IN FAVOR.*

Board Member Signatures:



Vice-President



Secretary