

1. Call the Meeting to Order

President Lange called the meeting to order at 6:00 pm.

2. Roll Call

At 6:00 pm roll call was taken:

Present: Commissioners Lange, Pulice, Sbertoli, Schroeder

Absent: *Commissioner Stout (arrived at 7:38 pm)*

Also Present: Matt Ellmann, Executive Director; Michele Silver, Director of Recreation; Ray Chaussey, Director of Parks; Rhonda Brewer, Director of Finance and Administration; Tony Perry, Director of Golf Operations; Carolyn Mondlock, Recording Secretary.

Members of the Public: Scott Gustafson, WDPD staff; Joe Minard, resident.
Mary Liz Jayne, WDPD staff, entered meeting at 6:30 pm.

3. Pledge of Allegiance

The Board, Park District staff and Members of the Public stood for the Pledge of Allegiance.

4. Additions to Agenda

None.

5. Approval of Consent Agenda Items

- A. Approval of minutes of the Regular Meeting of July 22, 2014 (attached).
- B. Approval of minutes of the Executive Session held on July 22, 2014.
- C. Approval of the monthly expenditures, totaling \$678,345.27 covered by check nos. 76351 through 76572 (\$370,400.37) and payrolls for 7/18/14 (\$101,644.73), 8/1/14 (\$104,321.97) and 8/15/14 (\$101,978.20) (attached).

It was moved by Commissioner Pulice, seconded by Commissioner Schroeder, to approve the minutes of the Regular Meeting of July 22, 2014; the minutes of the Executive Session held on July 22, 2014; and the monthly expenditures, totaling \$678,345.27 covered by check nos. 76351 through 76572 (\$370,400.37) and payrolls for 7/18/14 (\$101,644.73), 8/1/14 (\$104,321.97) and 8/15/14 (\$101,978.20).

Ayes: Commissioners Lange, Pulice, Sbertoli, Schroeder

Nays: None

MOTION CARRIED

6. Written & Public Communication

- A. Public Comments – Resident Joe Minard gave his opinion about the Beach Water Park, pool hours and passes.
- B. Written Correspondence – The park district received a letter from the mayor of Wood Dale thanking them for their participation in the recent Prairie Fest.

7. New Business

- A. Approval of Pool Parking Lot Use Agreement with Al Hira Community Center – Michele Silver gave the Board a briefing of the relationship between Al Hira Community Center and the park district and recommended that the Board approve the Lot Use Agreement for another year.

It was moved by Commissioner Pulice, seconded by Commissioner Sbertoli, to renew the agreement with Al Hira Community Center for the 2014-2015 year with a use fee of \$100 per month.

Ayes: Commissioners Lange, Pulice, Sbertoli, Schroeder
Nays: None

MOTION CARRIED

- B. Approval of a Memorandum of Understanding for the 2014 Bandits season – Director Ellmann, along with Michele Silver, described the positive relationship with the Bandits Football affiliate. A Memo of Understanding was presented to the Board for approval for the 2014-15 season affiliation.

It was moved by Commissioner Pulice, seconded by Commissioner Schroeder, to approve the Memo of Understanding for the 2014 Bandits season provided that the Bandits affiliate provides the park district with a Certificate of Insurance naming the Wood Dale Park District as additional insured.

Voice vote was taken; all in favor.

MOTION CARRIED

- C. Approval of Fund Transfers – Rhonda Brewer explained to the Board that the transfer of funds from the Recreation Fund and the Capital Fund to the Bond and Interest Fund as well as a transfer from the Capital Fund to the Golf and Clubhouse funds were not reflected in the Budget and Appropriation Ordinance and therefore must be approved by the Board. She stated that the transfers were reflected in the operating budget approved by the Board. She read off the fund amounts to be transferred.

It was moved by Commissioner Sbertoli, seconded by Commissioner Schroeder, to approve a transfer from the Recreation Fund to the Bond and Interest Fund in the amount of \$86,000 and a transfer of \$225, 000 from the Capital Fund as follows: \$100,000 to Bond & Interest Fund; \$75,000 to Golf Fund; \$50,000 to Clubhouse Fund.

Ayes: Commissioners Lange, Pulice, Sbertoli, Schroeder
Nays: None

MOTION CARRIED

- D. Discussion of “Beach” pool operation, fees and hours – Michele Silver explained she has provided pool attendance numbers to the Board for the past three years, and she has noticed a decline in attendance. Weather affected pool operations negatively this season. Neighboring facilities have more amenities to draw customers. Michele had special events to draw participation, but some were affected by weather. She will present a full operations report to the Board in October.

Director Ellmann explained that the information being presented this evening is intended to promote discussion about the “Beach” water park facility. Michele informed the Board that membership fees have not been increased since 2010. She reminded them of the early bird discount, a savings of \$25, and explained the two tiers of pricing – early bird discount fee and regular season fee.

The Board suggested a discount of senior fees for the adult swim and discussion ensued about usage of the pool by seniors. Michele included in the Board packet recommended weekend daily

rates for 2015, discounted from the current daily rates. Commissioner Schroeder suggested doing a punch card for the adult swim sessions.

Mary Liz Jayne, WDPD staff, entered the meeting at 6:30 pm.

Director Ellmann reminded the Board that the Master Plan survey is intended to address questions about the water park facility and fees by getting resident input.

Michele spoke about the new pool hours of 1:00 pm to 8:00 pm. The hours were successful as customers wanted the pool open longer. She spoke of customer attendance trends that have been observed over recent years that are set by other commitments. Staff Scott Gustafson, Pool Manager, contributed to the discussion with his observations.

Staff will present the Board with additional ideas to engage customer attendance and satisfaction, different fee scenarios, and thoughts about facility improvements or added amenities at the October Board meeting.

- E. Discussion of establishing a Nepotism Policy – In response to the Board’s request to discuss a Nepotism Policy, staff secured some sample policies from PDRMA and related information (included in Board packet) to help lead discussion and educate the Board on the subject. After brief discussion, the Board agreed that there should be a policy with flexible terms and asked staff to develop a policy for their review.

8. Unfinished Business

- A. Items removed from Consent Agenda – No items were removed.

9. Executive Director’s Report

Director Ellmann submitted an Executive Director’s report for the month of August. He highlighted the following:

- A. Miscellaneous Items and Updates –

New staff – Director Ellmann gave the floor to Michele Silver who introduced Mary Liz Jayne the new recreation supervisor. Mary Liz will be responsible for youth and adult athletics, fitness center, and assist with special events.

Master Plan project – Director Ellmann informed the Board that the project is in its first phase which includes information gathering, review of that information, meeting with Board and staff. The next phase will be to develop the survey instrument of which the Board has a rough draft. Commissioner Schroeder offered to be involved with the survey group.

City Sidewalk project – Engineering challenges have forced the City project back to the drawing board. The park district hopes to have more information by the September meeting. Director Ellmann informed the City of the park district’s interest to assist and budget threshold, and the City agreed to allow payment over two fiscal years as requested by the park district.

TopGolf – A financial report has been received from TopGolf and is currently being reviewed by the park district auditor and attorney.

Task Force – Director Ellmann has been appointed to head a task force on mentoring for the Illinois Parks & Recreation Association (IPRA).

10. NEDSRA Report

Director Ellmann informed the Board that NEDSRA selected an Interim Executive Director, Steve Messerli.

11. Salt Creek Golf Club Report

Tony Perry, Director of Golf Operations, submitted a Golf Club report for the month of August. He highlighted the following:

FootGolf program – Tony said the program has been very successful with 556 rounds played to date. However, trade-offs occur with the operation of the program and regular golf, with fewer golfers coming out; and Tony explained the trade-offs. He is very optimistic to grow the FootGolf program as interest grows.

Mt. Prospect – Since their course is temporarily closed for renovations, Salt Creek Golf Club has had 28 rounds played to date by Mt. Prospect park district residents.

Events – Tony informed the Board that the last cookout was Friday, August 22, with 199 guests. He listed the special events coming up to include the first Bears tailgate party, which has already been sold out. Another one is being offered in October. The Turkey Trot is also sold out.

Commissioner Stout entered the General Board Meeting at 7:38 pm.

12. Parks Department Report

Ray Chaussey, Director of Parks, submitted a Parks report for the month of August. He highlighted the following:

Salt Creek walkway – Parks department completed the aesthetic walkway off the deck at Salt Creek, which is a 5-foot wide, 85-foot long path, leading to a 10- by 20-foot pad to be used for wedding pictures and ceremonies. The path is ADA accessible.

Tennis courts – The color coating and crack repairs have been completed. The park district is waiting on the construction of an ADA accessible gate that will include a ramp to the courts.

Pool – Ray informed the Board that the gutters have been deteriorating for many years, and he is looking at replacement systems with the help of our pool development architect.

13. Business Department Report

Rhonda Brewer, Director of Finance & Administration, submitted a Finance report for the month of August. She informed the Board that she met with the park district auditor for a couple of weeks in August and is in the processing of writing the final audit report.

14. Recreation Department Report

Michele Silver, Director of Recreation, submitted a Recreation report for the month of August. She highlighted the following:

Events – Michele asked the Board if any would like to assist at the Senior Club lunch on September 3. She is also seeking volunteers for the Festravanganza on September 27 and Scare Walk on October 25.

Brochure – Many new programs have been added.

Ellis audits – Aquatics received three “exceeds” ratings (one each for June, July and August) and an overall “exceeds” rating for the summer. Michele is anticipating receipt of the Platinum award, which is the highest award an agency can receive.

15. Commissioner Comments

The Board discussed the process for replacement of a commissioner due to the resignation of Commissioner Maria Pulice effective October 1, 2014.

16. Executive Session

A. For the purpose of discussing issues related to the hiring, firing, disciplining or compensation of personnel or status of an employee. 5 ILCS 120/2(c)(1)

It was motioned by Commissioner Stout, seconded by Commissioner Pulice, to enter into Executive Session at 8:10 pm for the purpose of discussing issues related to the hiring, firing, disciplining or compensation of personnel or status of an employee.

Voice vote was taken; all in favor.

MOTION CARRIED

It was motioned by Commissioner Stout, seconded by Commissioner Schroeder, to adjourn Executive Session and enter back into the General Meeting at 9:07 pm.

Voice vote was taken; all in favor.

MOTION CARRIED

17. Take Action, if any, on Items Discussed in Executive Session

Discussion will continue in Executive Session on September 23, in conjunction with the General Board Meeting.

18. Adjournment

It was moved by Commissioner Pulice, seconded by Commissioner Stout, to adjourn the General Meeting at 9:07 p.m.

After a voice vote, President Lange declared the MOTION CARRIED.

The next General Meeting of the Wood Dale Park District Board of Commissioners shall be held on Tuesday, September 23, 2014, at 6:00 p.m.
