

1. Call the Meeting to Order

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

2. Roll Call

At 6:00 pm roll call was taken:

Present: Commissioners Sbertoli, Lange, Schroeder, Stout

Absent: Commissioner Pulice (*arrived at 6:05 pm*)

Also Present: Greg Kuhs, Executive Director; Michele Silver, Superintendent of Recreation; Ray Chaussey, Superintendent of Parks; Tony Perry, General Manager; Rhonda Brewer, Business Manager; Carolyn Mondlock, Recording Secretary.

Members of the Public: Brett Hintz, General Manager, TopGolf; Mike Bersani, Park District Attorney (*arrived at 6:20 pm*)

3. Additions to Agenda

none

4. Approval of Consent Agenda Items (Roll Call)

A. Approval of Minutes of the Regular Meeting of January 22, 2013.

B. Approval of Executive Session Minutes of January 22, 2013 (content only).

C. Approval of Minutes of the Special Meeting of February 19, 2013.

D. Approval of Executive Session Minutes of February 19, 2013 (content only).

E. Approval of the monthly expenditures, totaling \$249,242.02, covered by check nos. 73614 through 73733 (\$107,791.84), payrolls for 2/1/13 (\$71,457.59) and 2/15/13 (\$69,992.59).

Commissioner Schroeder informed President Stout that there will be a correction to Item A., Regular Meeting Minutes of January 22, 2013. She also stated that she had questions for Item E., Approval of the Monthly Expenditures.

Director Kuhs said that a minor correction was made to the Regular Meeting Minutes and that Item A did not need to be moved out of the Consent Agenda. Page one of the Regular Meeting Minutes of Jan 22nd were corrected to state that the executive session minutes were not attached when it stated that they were attached. Director Kuhs corrected the Item numbers that are attached to the Official Minutes. Item E, Approval of the Monthly Expenditures will be moved to 7.A. Unfinished Business.

It was moved by Commissioner Lange, seconded by Commissioner Schroeder to approve the Consent Agenda Items A through D as presented with corrections to the Regular Meeting Minutes.

Ayes: Commissioners Sbertoli, Lange, Schroeder, Stout

Nays: None

MOTION CARRIED

5. Written and Public Communication (*The Board has set a 7-minute maximum per individual for Public Communication*)

Commissioner Pulice arrived at 6:05 pm.

TopGolf Wood Dale Report for 2012 – Brett Hintz, General Manager – Brett Hintz, General Manager of TopGolf was present to discuss TopGolf’s earnings for 2012 versus 2011. He handed out the presentation and highlighted the results. He started the presentation by stating that TopGolf had a good year and continues to grow each year. In 2011, TopGolf had a 14.4 percent growth increase, and in 2012 they had a 32.1 percent increase. Total 2012 actual sales resulted in \$6.21 million dollars versus \$4.70 million dollars in 2011. Visits went up to 178,000 in 2012 versus 151,000 in 2011 for an increase of 27,000 visits, totaling a 17.9 percent increase.

Brett summarized the details of the TopGolf report and went on to report that 2012 Distilled Spirits revenue increased 87.2 percent, and the percentage includes food and beverage. He recapped the lease agreement for 2012 is the greater of \$200,000 or 10 percent of revenue from distilled spirits plus 5 percent of all other revenue. As a result of revenue growth for 2012, TopGolf will pay the Wood Dale Park District additional rent due in the amount of \$143,755.

Brett answered general questions from the Board. He said that additional TopGolf sites will be opening in Alfred, Georgia; Austin, Texas; Scottsdale, Arizona; a second facility in Houston, Texas; a third facility in Dallas, Texas; and the Forth Worth area near Dallas.

6. New Business

- A. Ordinance O-13-07 – Authorizing Conveyance of Personal Property (Vehicles) – Director Kuhs informed the Board that the Ordinance O-13-07 is a one-page document that officially states that when the park district disposes of or trades in a vehicle – in this case the Dodge Van and Freightliner Bus - the Board needs to pass this Ordinance.

It was moved by Commissioner Lange, seconded by Commissioner Sbertoli to approve Ordinance O-13-07 as presented.

Ayes: Commissioners Sbertoli, Pulice, Lange, Schroeder, Stout
Nays: None MOTION CARRIED

- B. Truck Bid Results and Recommendation – Ray informed the Board that a bid opening was held for a new 2013 Ford F-150 truck. The 2008 truck will serve as the golf course errand vehicle and will also as the park district ranger vehicle. The new truck will be added to the maintenance fleet. Utilizing the vehicle for golf course use in the day time and as a ranger vehicle in the night time to patrol the parks will prevent it from sitting idle. The vehicles sitting idle tend to rust up and break down. This vehicle is part of the park district’s vehicle rotation plan.

Ray discussed other park district vehicles, including the purchase of a 15-passenger non-CDL van. General discussion ensued about all vehicles. Ray said the plan is to have two 15-passenger non-CDL buses, and the 30-passenger school bus (“cool bus”) that will eventually be switched out. The vehicle at the golf course will be identified as a ranger truck with caution lights for the rangers’ use. Ray discussed the value of the truck.

Commissioner Schroeder inquired about the amount of funds budgeted in the park district vehicle replacement fund. Director Kuhs said that the budget appropriation ordinance was passed last year with \$40,000 listed for vehicle replacements this year. Rhonda Brewer added that after the budget books were handed out, there was a change made to the Ordinance to add this vehicle, which was filed and approved with the county.

It was moved by Commissioner Lange, seconded by Commissioner Schroeder to approve awarding the bid to Freeway Ford at a cost not to exceed \$30,259.

Ayes: Commissioners Sbertoli, Pulice, Lange, Schroeder, Stout
Nays: None MOTION CARRIED

- C Fund Transfer – Corporate to Capital – Rhonda explained that the General Fund Balance policy allows the park district to transfer specific funds for capital projects. It was recommended that \$100,000 be transferred from the Corporate fund to the Capital fund. She answered general questions from the Board, and then the motion was made.

It was moved by Commissioner Sbertoli, seconded by Commissioner Lange to approve the transfer of \$100,000 from the Corporate Fund to the Capital Fund.

Ayes: Commissioners Sbertoli, Pulice, Lange, Schroeder, Stout
Nays: None MOTION CARRIED

- D. Intergovernmental Agreement – Park District and School District 7 – (Rec Complex/School Parking Lot) – Director Kuhs explained that recently the park district and the school district went through a process to get all the property boundaries straightened out and an easement was agreed to. Currently, the park district and school district are working on an intergovernmental agreement (IGA) for the use of the parking lot and future maintenance on it.

Attorney Mike Bersani said that two issues need to be addressed: 1) insurance coverage; and 2) cost sharing of future maintenance and capital improvements of the parking lot. A draft of an intergovernmental agreement was sent for the school district’s consideration that was modeled off an existing IGA between the park district pool parking lot and the school district in which there is a 50/50 cost sharing arrangement.

The school district responded to the proposed IGA stating that their Board felt a 50/50 share of costs was not in their favor as park district patrons use the lot most of the time. Director Kuhs counter-offered and recommended a cost sharing based on a diagram that was included in the Board Packets that illustrated the park district paying two-thirds of the cost for ongoing maintenance and repairs for the middle and east portion of the lot and the remainder being split 50/50. Director Kuhs said the school district Board was scheduling a discussion of this topic at a separate finance committee meeting.

Attorney Bersani discussed the insurance issue. Both parties have insurance policies on the lot naming each as additionally insured. The school district wanted the park district policy to exhaust first, and park district insurer PDRMA had some objections with the terms. Both park district and school district attorneys agreed that investigating a standalone policy, purchased together to insure the lot, is not uncommon and would prevent the need for additional insurance. Costs are being investigated.

Discussion continued about cost sharing of the parking lot. Commissioner Lange adamantly felt that costs to maintain the parking lot should be 50/50. The park district plows the lot at no extra cost to the school district, and the electrical cost for the parking lot lights are paid for by the park district. Referring to a park district program run at Westview School, she didn’t feel the school district was paying anything additional for janitorial service to accommodate those groups of kids. She stated, “The park district runs that program for the good of the community, for the good

of the kids and for the good of helping out working parents.” Addressing the lot in question, she reminded the Board that the buses pull in and rip up the asphalt. For a couple thousand dollars, Commissioner Lange feels a 50/50 split for maintenance fees is fair and not worth an argument.

Other discussion ensued about what the park district currently does to maintain the lot at no cost to the school district. It was agreed by the Board that all current maintenance, repair and any other charges need to be outlined in a letter justifying a 50/50 split in costs – what the park district does for the school district and what the school district does for us.

E. An Item E was omitted from the agenda.

F. Ordinance O-13-08 – Approving the Second Amendment to the Intergovernmental Agreement between the Forest Preserve of DuPage County and the Wood Dale Park District – Leasing of Certain Real Property and Conveyance of Certain Temporary Easements – Referring to Ordinance O-13-08, Director Kuhs said the park district is still working with the Forest Preserve in trying to satisfy the different issues that are going on with the environmental testing, so in the meantime the park district has received an ordinance extending the existing intergovernmental agreement between the Forest Preserve and the park district until June. He recommended passing the Ordinance at this time.

It was moved by Commissioner Schroeder, seconded by Commissioner Pulice to pass Ordinance O-13-08, approving the second amendment to the intergovernmental agreement between the Forest Preserve of DuPage County and the Wood Dale Park District.

Ayes: Commissioners Sbertoli, Pulice, Lange, Schroeder, Stout
Nays: None MOTION CARRIED

G. Appointment of Interim Executive Director – Director Kuhs suggested that this topic be deferred to Executive Session and the Board agreed.

7. Unfinished Business

A. Items removed from Consent Agenda – Item E: Approval of the monthly expenditures, totaling \$249,242.02, covered by check nos. 73614 through 73733 (\$107,791.84), payrolls for 2/1/13 (\$71,457.59) and 2/15/13 (\$69,992.59).

Commissioner Schroeder questioned the monthly \$65 charge for the internet at the pool. Discussion ensued, and Rhonda will investigate whether the school district uses the internet.

It was moved by Commissioner Schroeder, seconded by Commissioner Lange to approve the monthly expenditures.

Ayes: Commissioners Sbertoli, Pulice, Lange, Schroeder, Stout
Nays: None MOTION CARRIED

B. Status of Forest Preserve Property Lease – Director Kuhs summarized the status of the property lease with the Forest Preserve. He, Tony and the park district insurer, PDRMA, have been working with the Forest Preserve to extend the existing lease. Environmental testing of the leased area had become an issue last summer because some chemical spillage was found. The park

district paid for the initial testing. Another series of tests were done and paid for by PDRMA as a follow-up to the first testing. The next step was to develop a remediation plan on the areas where possible chemicals may have been found.

Director Kuhs continued. The park district requested approval from the Forest Preserve to do additional testing, and they responded that they wanted the park district to test the entire leased area for chemicals. The question for the park district is, if we do the testing for the chemical that was found near a sink that drained outside, the cost for testing for one chemical would be less than it would be to remediate that area. However, if the Forest Preserve wants the park district to test for all sorts of other chemicals, the testing costs are estimated to be in the \$30K range. PDRMA could not cover that cost.

An option would be for the park district to purchase the area that is leased and pay for it over a 15-year period. Then the park district would own the area, and there would no longer be negotiating or renegotiating leases. Further the Forest Preserve attorneys thought that additional testing costs could be rolled over into that lease. Currently, the two districts have only been talking about a one-year lease.

Director Kuhs asked the Board if the park district should pursue the option of purchasing the leased land, paid for over 15 years out of the capital fund. He will also look into the costs of testing the leased property for various chemicals and the costs of remediation. He will get more information and evaluate further for the Board.

8. Director's Report

Director Kuhs submitted an Executive Director's Report for the month of February 2013. Copy attached to Official Minutes. Director Kuhs reported and reviewed the following:

Special Meeting – Strategic Planning Presentation – Bill Inman from Hitchcock Design Group is confirmed to attend a special meeting of the Board on Tuesday, March 5 at 5:30 pm. He will do a presentation on strategic plans and answer any questions the Board may have.

Operating Budget – Director Kuhs said he will be working with staff to complete the first draft of the Operating Budget for Fiscal Year 2013-14. The draft will be distributed at the March Board Meeting for review. He suggests that the Board schedule a Special Meeting in April to review the budget with department heads so that the final Operating Budget can be approved at the regular April Board Meeting.

Director Kuhs thanked the Park District Board for giving him the opportunity to serve the district for the past seven plus years.

9. NEDSRA Report

Director Kuhs reminded the Board that the monthly NEDSRA Newsflash for the month of February 2013 is included in their Board packet. He said they have scheduled a special Board of Trustees meeting on March 13 to continue discussing IMRF. Michele Silver will be attending NEDSRA meetings until a new director is found. She will keep the Park District Board informed.

10. Recreation Report

Michele Silver, Supt. of Recreation, submitted a Recreation Report for the month of February 2013. Copy attached to Official Minutes. Michele reported and reviewed the following:

Dance – Michele was pleased to announce that the park district dance team, in their first competition at DesPlaines Park District Dance Idol on February 23, placed second. In addition, one of the park district students received a scholarship from Dancewerks, which is a very high honor.

Seniors – The Senior St. Pat’s luncheon will be held on March 6.

Lighting - Parking lot and lower level lighting at the Recreation Complex is almost complete. The rest of the project depends on the weather.

Itasca Bank – Michele was pleased to announce that Itasca Bank will sponsor the Waffle 5K this year, in addition to other park district events.

11. Parks Report

Ray Chaussey, Supt. of Parks, submitted a Parks Report for the month of February 2013. Copy attached to Official Minutes. Ray had no additional information to add. The Board had no questions but did comment on how nice the new sliding doors are at the Recreation Complex.

12. Salt Creek Golf Club Report

Tony Perry, General Manager, submitted a report for the month of February 2013. Copy attached to Official Minutes. Tony had no additional information, however, he was pleased to say the Fish Fry the previous Friday evening drew 212 people.

13. Public Communication

There was no further public communication.

14. Executive Session (if needed)

- A. For the purpose of discussing the setting of a price for the sale of or lease of property owned by the park district. 5 ILCS 120/2(c)(1)
- B. 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).
- C. For the purpose of discussing imminent or potential pending litigation against the park district. 5 ILCS 120/2(c)(11).

It was moved by Commissioner Lange, seconded by Commissioner Pulice to enter into Executive Session at 7:25 pm for the purpose of discussing Item B.

Ayes: Commissioners Sbertoli, Pulice, Schroeder, Lange, Stout
Nays: None MOTION CARRIED

Executive Session was adjourned at 8:50 pm, and the General Meeting reconvened.

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

It was moved by Commissioner Pulice, seconded by Commissioner Schroeder to appoint Rhonda Brewer as Interim Director for the Wood Dale Park District.

Ayes: Commissioners Sbertoli, Pulice, Schroeder, Lange, Stout
Nays: None MOTION CARRIED

16. Adjournment

It was moved by Commissioner Lange, seconded by Commissioner Schroeder to adjourn this General Meeting at 8:51 p.m.

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

There is a Special Meeting of the Wood Dale Park District scheduled for Tuesday, March 5, 2013.

The next General Meeting of the Wood Dale Park District Board of Commissioners shall be held on Tuesday, March 26, 2013, at 6:00 p.m.
