

1. **Call the Meeting to Order** – The meeting was called to order at 6:35 pm.

2. **Roll Call**

Board Members Present:

Dorothy Lange - President
Georgia Schroeder – Vice President
Rick Pokorny - Commissioner
Denice Sbertoli – Secretary
Greg Stimpson – Treasurer

Staff:

Matthew Ellmann – Executive Director
Karin Johns – Director of Administration & Finance
Ben Appler – Director of Parks & Facilities
Frank Bonanno – Director of Golf Operations
Michele Silver – Director of Recreation & Projects

Also Present:

Carolyn Mondlock, Recording Secretary
Brad Thomas, Recreation Supervisor

Visitors:

Steve Halberg, Senior Consultant, Planning Resources Inc.
(PRI)

3. **Pledge of Allegiance**

4. **Additions/Changes to Agenda**

5. **Approval of Consent Agenda Items**

- A. Approval of the Special Meeting Minutes of May 11, 2016
- B. Approval of the Special Meeting Minutes of May 18, 2016
- C. Approval of the Regular Meeting Minutes of May 24, 2016
- D. Approval of the monthly expenditures: Totaling \$442,929.50, covered by check nos. 79658 through 79832 (\$206,446.79) and payrolls 5/20/16 (\$70,313.34); 6/3/16 (\$76,390.25) and 6/17/16 (\$89,779.12).

It was moved by Commissioner Stimpson, seconded by Commissioner Pokorny, to approve the Special Meeting Minutes of May 11, 2016; the Special Meeting Minutes of May 18, 2016; the Regular Meeting Minutes of May 24, 2016; and the monthly expenditures. *ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.*

6. **Written & Public Communication**

7. **New Business**

- A. Central Park Design & Development Project Update (Steve Halberg – Planning Resources Inc “PRI”) – Director Ellmann summarized the recent history of the Central Park Design Development Plan. The Board was reminded that an application has been submitted to the City of Wood Dale for approval. The process has been streamlined to help confirm to the park districts project development timeline. The process has moved along to the Community Development Commission (CDC) where the plan was accepted with some conditions and recommendations, which could result in slight modifications to the plan. A public hearing was a part of the CDC meeting format and 14 residents attended, expressing support for the plan after the meeting adjourned.

Steve summarized the concept plan as follow;

- Former plan included two half-court basketball areas, covered shelter/storage building, multi-court area, splash/water play area (in future), a second shelter (no longer in plan), open area with loop trail around perimeter, and exercise stations.
- Refined plan includes a playground for 5 to 12 year olds, multi-court area (shuffle board, hop scotch, four square, etc.) and a half sized basketball area for programming flexibility and summer camp opportunities. The basketball court could be expanded in Phase 2. Director

- Ellmann explained that the multi-court appeals to all age ranges, from preschool and youth, to adults and seniors.
- Phase 2 items include the second half of the basketball court, tot playground, splash/water play area, and exercise stations along the path. Steve explained that the perimeter limestone path can be converted to asphalt easily in the future, or added as an alternate bid.

The City of Wood Dale expressed interest in a materials plan, which is what Steve is showing the Board this evening through drawings that label various materials from asphalt paving and natural plant areas that provide storm water management. He explained that the detention requirements adhere to best management practices. Water that falls on a hard surface needs to be retained for a period of time for volume control. The water is diverted into rain gardens and is part of a quality water management system.

Steve defined three changes to the design development process:

1. The rain garden areas, depressions planted with nature plants along Elmhurst St, will replace the split-rail fencing in the original plan. As a result, the play area was shifted away from Elmhurst Street to the south in the park.
2. The basketball area was reduced in size in order to accommodate the multi-court in Phase 1.
3. The detention basin is sized to accommodate the necessary storm water volume for the site. Boulders will be placed along the edges, along with grassy areas and other native and decorative plantings. The open area/play field is approximately 110 x 210 feet. In order to accommodate programming, it was important to make sure the detention area did not impinge on that space.

The slope of the field was mentioned, along with the removal of concrete slabs in order to level out field areas. The perimeter path is ADA-compliant with a gradual slope that meets ADA accessibility requirements. Steve went into some technical details about slope, land contours and topography.

General items that came up for brief discussion:

- Director Ellmann said the CDC made a statement about the park district setting up the infrastructure for future permanent restrooms.
- In that regard, Director Ellmann suggested getting the infrastructure set up for the splash pad and was looking for Board opinion as to how far to take that infrastructure.
- Question – When is Phase 2? Approximately seven years or more – may depend on how much infrastructure gets placed now and future funding availability.
 - Examples of infrastructure considerations:
 - Water service at the shelter
 - Drinking fountain
 - Restroom in shelter with water and power
 - Mechanical/storage requirements
 - Sump pit inside shelter building
 - Prefabricated structures
 - Can a truck drive up to the shelter?
 - Is an open pavilion larger?
 - Can soccer goals, equipment, games and special event equipment all be stored in the storage area?

President Lange suggested that if the district were to rent out the space, restrooms need to be considered. The topic of lighting and exploration of security cameras came up. It was agreed that City financial support would need to be requested if the CDC recommendations are accepted and

conditional for City Council approval. The application now moves along to the Planning & Zoning Committee and then the full City Council for approval.

The board expressed support for the changes and accommodating some of the infrastructure for the splash pad and security camera.

Steve Halberg of PRI left the meeting at 7:22 pm after his presentation.

- B. Approval of the Budget & Appropriations Ordinance (O-17-01) for Fiscal Year ending April 30, 2017 (Karin Johns) – Karin reiterated some information from the Public Hearing that was held previous to this meeting.

It was moved by Commissioner Stimpson, seconded by Commissioner Schroeder to adopt Ordinance O-17-01, Combined Annual Budget and Appropriation Ordinance of the Wood Dale Park District for the Fiscal Year beginning May 1, 2016 and ending April 30, 2017. *ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.*

- C. Approval of Ordinance O-17-02 of the Wood Dale Park District, DuPage County, Illinois, ascertaining the prevailing rate of wages for laborers, workman and mechanics employed on public works of said park district (Karin Johns) – Karin explained that the standard wages for laborers, etc, have not been updated since July 2015 by the County of DuPage but adoption of the wages by July 15 of each year satisfies legal obligations of the park district. She worked with Attorney Bersani to assure compliance.

It was moved by Commissioner Schroeder, seconded by Commissioner Sbertoli, to adopt Ordinance O-17-02, an Ordinance of the Wood Dale Park District, DuPage County, Illinois, Ascertaining the Prevailing Rate of Wages for Laborers, Workmen and Mechanics Employed on Public Works of Wood Dale Park District. *ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.*

- D. Approval of the renewal of an intergovernmental agreement (IGA) with School District #7 for the after school program (Michele Silver) – Michele informed the Board that the School Board had already accepted this IGA, and that the program remains successful between the two districts.

It was moved by Commissioner Pokorny, seconded by Commissioner Stimpson, to approve the Intergovernmental Agreement between Wood Dale School District #7 and Wood Dale Park District for cooperation with facilitating the Extended School Program for the upcoming school year of 2016/17. *ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.*

- E. Approval of Intergovernmental Agreement between the City of Wood Dale and the Wood Dale Park District for the provision of certain police services (Matthew Ellmann) – Director Ellmann explained that the current agreement for police services expired in April and is asking for approval to continue the arrangement on a 3-year plan, instead of a 2-year plan. The police services are for bank runs and crossing guards, of which the City pays 2/3rds of the crossing guard services. The City Council has already approved the IGA.

It was moved by Commissioner Pokorny, seconded by Commissioner Sbertoli, to approve the Intergovernmental Agreement between the City of Wood Dale and the Wood Dale Park District for the provision of certain Police Services. *ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.*

- F. Approval to update account signers at Itasca Bank and Trust (Karin Johns) – Karin commented that account signers with Itasca Bank are being updated in order to accommodate staffing changes since some of the signatories no longer work for the District. In addition, it would allow

the new financial system to sign checks electronically for efficiency. Some concerns with having electronically signed checks were expressed. Karin explained that before instituting electronic signatories, she would confer with the auditors and provide safe guards. The board requested staff to provide additional information on electronic signatures once acquired and before action is taken.

It was moved by Commissioner Pokorny, seconded by Commissioner Sbertoli, to name Ben Appler, Frank Bonanno, Matthew Ellmann, Dorothy Lange, Rick Pokorny and Karin Schindel as signatories on all the Itasca Bank and Trust Bank Accounts as well as require dual signatures on all checks and outgoing wire transfers. *ROLL CALL VOTE, ALL IN FAVOR, MOTION CARRIED.*

- G. Discussion of Beach Water Park Closing Policy – Director Ellmann addressed the water park closing policy due to a few complaints from pass holders. He addressed the reasons for closure within the policy and was looking for Board opinion. Recreation Supervisor Brad Thomas had compared policies of surrounding districts, which were found to be similar. Discussion ensued with a suggestion that we place the weather/closing hotline number on the back of passes. No changes were suggested by the Board to the policy at this time, but leniency with pass holders in its application was encouraged.

Brad left the meeting at 7:45 pm.

- H. Discussion of Resident Policy – Director Ellmann discussed the non residency membership fee that is available to Wood Dale residents that reside outside park district boundaries. Some brief discussion ensued with varying opinions expressed but no consensus for changing the policy. President Lange requested that further discussion be scheduled for a Board agenda in the fall with a breakdown of resident versus nonresident rates per season.

8. Unfinished Business

- A. Acceptance of Executive Director Work Goals for FY 2016/2017 (*President Lange*)

It was moved by Commissioner Schroeder, seconded by Commissioner Pokorny, to accept the Executive Director Work Goals for FY 2016/2017. *VOICE VOTE, ALL IN FAVOR, MOTION CARRIED.*

- B. Items removed from Consent Agenda – None removed.

9. Executive Director's Report (*Matthew Ellmann*)

- A. Update on White Oaks Park Concept Plan Project – Referring to his report, Director Ellmann reported that the focus group to gain community input was positive, with residents wanting to see this site improved. The aerial park concept was received with curiosity and a general positive response. A conference call with our planning consultants (Altamanu) and Edge Adventures was arranged so that Altamanu could be briefed about the design, construction and safety of the aerial park structures. A community meeting is scheduled for July 27 at 7:00pm, which staff will promote heavily.

Commissioner Stimpson informed the Board that the Cook County Forest Preserve is opening an aerial/zipline park in Western Springs. The board was also advised that the Forest Preserve District was opening another facility in Westchester.

- The National Golf Foundation study is being presented to Salt Creek staff on June 29 in order to keep employees informed. Director Ellmann and Frank will work on an action plan based on the studies recommendations.
- NEDSRA's Larry Roesch Golf Classic – Director Ellmann will see if there's a dinner-only option.

10. NEDSRA Report

Director Ellmann reported that recent personnel and operational issues have resulted in NEDSRA re-evaluating their organizational structure.

11. Salt Creek Golf Club Report *(Frank Bonanno)*

- Frank was pleased to announce the hiring of Gina DePhillips, the new Food and Beverage Manager, who has worked as a culinary chef for Levy Banquets. She will be formally introduced at the July Board Meeting.
- On June 23, TopGolf held its first Junior Clinic at Salt Creek Golf Club with 18 juniors and chaperones attending. The clinic is continuing every Thursday until August 25.
- The Illinois Junior Golf Association held a successful tournament at the Club. The tournament falls in line as one of the recommendations made by NGF.

12. Parks Department Report *(Ben Appler)*

- Ben said that the new Wood Dale Park District logo is being placed on their fleet trucks.
- He is looking to obtain quotes for a replacement air unit; the current unit is over ten years old, in Salt Creek's Clubhouse. He is also investigating service maintenance agreements.
- Landscaping was refreshed at the Recreation Center, Water Park, and at the Memorials.
- Ben announced that Bob DeBartolo (building maintenance laborer) was made full time.
- Floor tile has been ordered for the new multi-purpose (old Board) room at the Recreation Complex.

13. Business Department Report *(Karin Johns)*

- The FUN Committee is looking to schedule a summer event in August.
- The district is currently preparing for the annual audit.
- Karin is pleased to welcome a new Accounting Coordinator, scheduled to start July 6.
- Considerable time was spent complying with FOIA requests, which required producing W2's for the last fiscal year, while redacting what is not needed.

14. Recreation Department Report *(Michele Silver)*

- Michele commended her staff for incredible performance – Sarah Griffin, summer intern; Brad Thomas' operations at the pool; Angela Minichello's operations of summer camp.
- There has been an increase in senior trip offerings and participation.
- Spring numbers are up in 2016 versus 2015, but cancellation rates need evaluation.
- Discussion of vending machines at the pool when concessions are not open.
- Commissioner Schroeder inquired about the hours of the new combined extended school and preschool position.
- A 50th anniversary committee has been formed and ideas are being generated for next year's celebration in hopes of promoting community involvement.

15. Commissioner Comments & Future Agenda Items for Consideration

Commissioner Schroeder would like to see on the October Board Agenda the topic of the Fair Labor Standards Act governing exempt status, so that action may be discussed and determined.

16. Adjournment

It was moved by Commissioner Sbertoli, seconded by Commissioner Stimpson, to adjourn this General Meeting at 8:40 pm. *VOICE VOTE, ALL IN FAVOR, MOTION CARRIED.*

Board Member Signatures:

President

Secretary