

**1. Call the Meeting to Order**

President Stout called the meeting to order at 7:00 pm.

**2. Roll Call**

At 7:00 pm roll call was taken:

Present: Commissioners Pulice, Sbertoli, Schroeder, Stout

Absent: Commissioner Lange

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

Members of the Public: none

**3. Additions to Agenda**

None.

**4. Approval of Minutes**

A. Approval of Minutes of the Special Meeting of March 27, 2012.

It was moved by Commissioner Pulice, seconded by Commissioner Schroeder to approve the Special Meeting Minutes of March 27, 2012. Copy attached to Official Minutes.

Ayes: Commissioners Sbertoli, Pulice, Schroeder, Stout

Nays: None

MOTION CARRIED

B. Approval of Minutes of the Regular Meeting of March 27, 2012.

It was moved by Commissioner Schroeder, seconded by Commissioner Sbertoli to approve the Regular Meeting Minutes of March 27, 2012. Copy attached to Official Minutes.

Ayes: Commissioners Sbertoli, Pulice, Schroeder, Stout

Nays: None

MOTION CARRIED

C. Approval of Minutes of the Executive Session of March 27, 2012.

It was moved by Commissioner Pulice, seconded by Commissioner Sbertoli to approve the Executive Session Minutes of March 27, 2012. Copy attached to Official Minutes.

Ayes: Commissioners Sbertoli, Pulice, Schroeder, Stout

Nays: None

MOTION CARRIED

D. Approval of Minutes of the Special Meeting of April 11, 2012.

Director Kuhs made mention that a copy of the minutes correcting minor typographical errors is included in the Board packet.

It was moved by Commissioner Schroeder, seconded by Commissioner Pulice to approve the Special Meeting Minutes of April 11, 2012, as amended. Copy attached to Official Minutes.

Ayes: Commissioners Sbertoli, Pulice, Schroeder, Stout

Nays: None

MOTION CARRIED

E. Approval of Minutes of the Executive Session of April 11, 2012.

It was moved by Commissioner Sbertoli, seconded by Commissioner Schroeder to approve the Executive Session Minutes of April 11, 2012. Copy attached to Official Minutes.

Ayes: Commissioners Sbertoli, Pulice, Schroeder, Stout

Nays: None

MOTION CARRIED

**5. Approval of the monthly expenditures:** Totaling \$278,531.06 covered by check nos. 72016 thru 72150 (\$130,738.37); and payrolls for 3/31/12 (\$75,413.42) and 4/13/12 (\$72,379.27).

It was moved by Commissioner Pulice, seconded by Commissioner Schroeder to approve the monthly expenditures totaling \$278,531.06.

Ayes: Commissioners Sbertoli, Pulice, Schroeder, Stout

Nays: None

MOTION CARRIED

**6. Written and Public Communication**

A. Public Communication – none

B. Written Communication - none

**7. Directors Report**

Director Kuhs submitted a Director's Report for the month of April 2012. Copy attached to Official Minutes. He reported and reviewed the following:

Fairway Suites Update – Director Kuhs summarized highlights of a meeting he and Tony Perry had on April 18 with representatives from Fairway Suites regarding the progress on their search for a hotel at Salt Creek. He informed the Board that the Hyatt is very interested in putting one of their products on our location and committed initial funding to Fairway Suites to proceed on the development.

Director Kuhs pointed out some differences from what the park district had originally spoken about with Fairway Suites. Originally the park district was looking at a 106-room hotel. Currently the Hyatt is talking about putting 126 rooms in the hotel. The park district has been assured that this would not affect the footprint of the area that they would need to use. It is based on the configuration of how the rooms will be set within the hotel footprint itself.

Director Kuhs continued. The type of hotel that Hyatt is looking to build is called the Hyatt House, which is a new hotel product that they are introducing in the market. Their intention is that the hotel they would build at our facility very well could be the first one that is built in the country from the ground up.

President Stout wanted to know if the hotel would be a nightly stay or extended stay product. Director Kuhs responded that it would be an extended stay type product. He said that Hyatt is supposedly converting some of their hotels to the Hyatt House models, but the one they are talking about building at Salt Creek would potentially be the first one built from the ground up. Also, the hotel at Salt Creek would be their main prototype, or showcase, for future Hyatt construction projects. It would be the model people would come to view, which is an interesting concept for the park district.

Fairway Suites sent the park district floor plans and layouts, however, Director Kuhs said that the information is very difficult to view. Fairway Suites will be attending the May Board Meeting to give a firm update so that they can go back to work on their capital funding for the hotel, which is currently going to be a \$15 million hotel.

In addition to the differences Director Kuhs noted above, what has changed from original conversations is the hotel model will have a small continental breakfast and some prepackaged items, such as a sandwich for a guest who may arrive late at night. They also talked about applying for a liquor license and having a small bar. The park district was of the understanding that hotel guests would purchase food and beverage from Salt Creek. Director Kuhs will suggest to Fairway Suites that they address and report on these items when they visit the Board Meeting next month.

Representatives from Fairway Suites are very excited about the response they have received from the Hyatt, according to Director Kuhs. He further stated that Chicago is Hyatt's home base, and there is a large building in Bensenville where they have models of all their rooms set up, with furniture and artwork, and where they can bring perspective franchisees to see what a room actually looks like.

General discussion ensued with the Board. Director Kuhs reminded the Board that Fairway Suites will be attending the May Board Meeting to give a more in-depth update and to answer questions. By the May meeting, Fairway Suites should know where they stand with the actual capital funding for the hotel. Once that is in place, they will need to start moving on the agreement with the park district, to make sure we are comfortable with what the lease agreement will be. In addition, Fairway Suites will need to start moving on the permitting with the City and County.

Strategic Plan Discussion – Director Kuhs said that he is inviting someone to talk to the Board at the June meeting about what the process involves and to answer questions from the Board.

Park District Policy Access Online – Director Kuhs stated that he hopes to have the Policy Access available online by end of next week (May 4).

IAPD Legislative Conference – Springfield, May 1 & 2 – President Stout and Director Kuhs will be attending this conference.

## **8. NEDSRA Report**

Director Kuhs reminded the Board that the monthly NEDSRA Newsflash for the month of April 2012 is included in their Board packet.

Director Kuhs reminded the Board that he sent out an e-mail a few weeks prior regarding NEDSRA's Annual Reach for the Stars Banquet, which is June 6. He asked the Board to let him know who will be attending this event. He also reminded the Board that the NEDSRA's 100 Hole Challenge at Salt Creek is on Thursday, May 3.

Director Kuhs said his tenure as Chairman of NEDSRA is over, and a new Chair has been selected.

## **9. Recreation Report**

Michele Silver, Supt. of Recreation, submitted a Recreation Report for the month of April 2012. Copy attached to Official Minutes. Michele reported and reviewed the following:

Fitness machines that were out of order have been repaired, and annual maintenance was done on all machines as well.

Winter participation summary – winter participation numbers declined slightly for 2012. The number of classes offered this year was the same as last year. Aquatics offered more opportunities, resulting in higher participation numbers.

Commissioner Schroeder was wondering what changes on the specialty days at the pool. Michele said the music changes each week.

**10. Parks Report**

Ray Chaussey, Supt. of Parks, submitted a Parks Report for the month of April 2012. Copy attached to Official Minutes. Ray reported and reviewed the following:

Ray had nothing further to report, but he said that his staff is busily working on Brookwood to accommodate more parking.

Director Kuhs noted that the Ranger Patrols will be starting up on May 1. He spoke about the Rangers' past schedule. This year the Rangers will be on patrol on Mondays, Wednesdays and Fridays one week and on Tuesdays, Thursdays and Fridays the next week. The Rangers will be on patrol on Saturdays, but not on Sundays. On Fridays, the Rangers will monitor the Salt Creek parking lot.

**11. Salt Creek Golf Club Report**

Tony Perry, General Manager, submitted a report for the month of April 2012. Copy attached to Official Minutes. Tony reported and reviewed the following:

Tony said Salt Creek had a Groupon run last weekend and sold 470 Groupons, which equates to about \$9,400 that Salt Creek will be receiving from Groupon. Two weddings are almost booked so far for this year. Lunches have been getting busier in the last few weeks. Golf leagues have started, and each week more leagues will start. Other than this, Salt Creek is working on marketing for the summer.

Salt Creek is excited about the Ryder Cup at Medinah, and Tony mentioned that a couple of professionals from Sweden were interested in golfing at Salt Creek because it is so close to Medinah, however they were also looking for hotel accommodations. He also said that TopGolf is anticipating making \$25M the week of the Ryder Cup. The facility has been booked five nights for parties, different types of entertainment, food and packages.

Director Kuhs said that a couple of months ago Salt Creek asked the Board for authorization to loan money from other park district funds to Salt Creek, but Salt Creek did not need the money.

Director Kuhs and Tony met with Brett from TopGolf. Tony reminded the Board that during Brett's audit presentation a couple month's previous, he stated TopGolf would like to enclose the third floor because they are losing \$14,000 on a good day over a weekend, turning people away due to weather. Brett asked Director Kuhs and Tony their thoughts. Tony said that their thoughts are the same as the Board's concerns and thoughts. TopGolf is requesting another change. The parking lot will definitely be impacted and cannot handle more people. Noise levels will be higher. Obviously, Salt Creek is concerned about the aesthetics – with the facility already towering over the golf course and the proximity of it being so close.

Tony said Brett will be consulting with the engineers to see if they can draw something and bring it to the Board. General discussion ensued amongst staff and Board members.

**12. Unfinished Business**

- A. Board Manual – Director Kuhs said he will distribute a re-write of a section discussed at the Special Meeting and put the topic on the May agenda for approval.

**13. New Business**

- A. Financial Software Upgrade – Rhonda Brewer, Business Manager, summarized the history of financial software used at the Wood Dale Park District. The park district has been using Bockyn for the past four years because the module was obtained at no charge since the park district was already using same for the recreation software. The park district was a test site for Bockyn, and the software was customized for the park district. Rhonda’s opinion about the software today is that it has not progressed with technology, and there is no customer support. If she needs help, she has nowhere to go.

Rhonda investigated two commonly used financial software systems used at other park districts. One is MSI, the other Incode. She says that people who are looking at new software are looking at Incode. Rhonda has used MSI previously and feels it reminds her too much of AEK, Bockyn’s predecessor.

Rhonda feels that MSI is limited in their development, and she hasn’t seen growth in the product. Incode, based in Tyler, Texas, is a national product. Rhonda was impressed by the team that presented Incode. They were extremely knowledgeable and provided a detailed project management plan.

Rhonda described two options that are offered by Incode – subscription and purchase. The subscription option, a hosted solution, is the best decision. The park district would not have to house any servers; issues are addressed by the company’s customer service at their location in Texas, and updates are automatically installed.

Rhonda made the recommendation to the Board to approve the Incode-hosted solution as presented. Further discussion followed about the annual contract fee. Rhonda said the park district budgeted \$30,000 for this system, and the Incode-hosted solution comes in at \$22,787 for a five-year contract. She said there would be charges for them to come out and train the staff. She said they also have webinars and online training.

It was moved by Commissioner Sbertoli, seconded by Commissioner Pulice to approve the upgrade of the park district’s financial software to use the Incode-hosted software option as presented.

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

- B. Approval of Operating Budget FY 2012-13 – A draft of the proposed operating budget for FY 12-13 was reviewed at the Special Board Meeting on April 11. Director Kuhs said that he found a formula error and handed out corrected replacement pages tonight to the Board. He asked the Board to replace the incorrect pages in their budget books with the corrected pages.

Director Kuhs recommended that the Board approve the Operating Budget for Fiscal Year 2012-13.

It was moved by Commissioner Schroeder, seconded by Commissioner Sbertoli to approve the Operating Budget for Fiscal Year 2012-13 as submitted with corrections.

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

- A. Draft of Budget & Appropriation Ordinance FY 2012-13 – Director Kuhs explained to the Board that this is the legal document that appropriates the limits of the expenses that the park district estimates it will need to cover for the upcoming fiscal year. This document is available for public inspection and a notice has been posted on the park district’s front door. The document has to be displayed for thirty days prior to its approval. If any citizens want to come and make comments or have questions, there will be a public hearing at the May Board Meeting. There will be an agenda item on the May Board Meeting agenda for approval of the Ordinance.

Director Kuhs further explained that the document is based off the Operating Budget. He noted that the appropriation numbers in the second column are 15% higher than what the Operating Budget numbers are to provide some leeway in case there are unanticipated expenses that may come up during the fiscal year.

- B. Resolution R-12-06 – Board Meeting Dates FY 2012-13 – Director Kuhs told the Board that the Resolution in their packets is the Schedule of Regular Board Meetings of the Wood Dale Park District for Fiscal Year 2012-13. He also reminded the Board of the new 6:00 pm start time. Director Kuhs said he put Item 14. Public Communication on the agenda to accommodate any public that shows up who could not make it for the first part of the meeting.

It was moved by Commissioner Pulice, seconded by Commissioner Schroeder to adopt Resolution R-12-06, establishing the Schedule of the Regular Board Meetings of the Wood Dale Park District for Fiscal Year 2012-13.

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

**14. Executive Session (if needed)**

- 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).  
B. 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)(6).

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

Executive Session was not needed.

**16. Adjournment**

It was moved by Commissioner Schroeder, seconded by Commissioner Sbertoli to adjourn this General Meeting at 7:52 p.m.

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

The next General Meeting of the Wood Dale Park District Board of Commissioners shall be held on Tuesday, May 22, 2012, at 6:00 p.m.

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