

**Bensenville Park District  
 Board of Park Commissioners  
 Committee of the Whole Meeting Minutes  
 Wednesday, February 3, 2021  
 REMOTE MEETING – COVID 19 DECLARATION**

President Johnson opened the Meeting announcing it was being held virtually as a result of the Governor’s COVID-19 Declaration.

1. Call to Order Remote Meeting

President Johnson called the Meeting to order at 6:03 p.m.

Roll call was taken:

	<u>Present</u>	<u>Absent</u>
Geils		X
Gibbs	X	
Johnson	X	
Karg	X	
Linder	X	

Staff in attendance: Joe Vallez, Executive Director and Mary Dickson, Attorney.

Pledge of Allegiance: President Johnson led the Pledge.

2. Approval of Agenda

It was moved by Commissioner Gibbs, seconded by Commissioner Karg, to approve the Agenda, as presented.

On a roll call vote:

<u>ROLL CALL</u>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Johnson	X		
Karg	X		
Gibbs	X		
Linder	X		
Geils			X

Motion carried.

3. Recognition of Visitors/Public Comment

No visitors were present.

4. Staff Reports

Mr. Vallez provided the following report based on Staff Reports submitted:

- **COVID – 19 Update**

New Tier II is in effect, with the District offering programs as it is able and within guidelines. Staff is making plans to open the pool and summer camps.

- **Future Programs**

Staff is preparing for summer programs in a more extensive model. The procedures will require funding for start-up, preparation and other expenses. If programs cannot be opened, the Board will be informed.

- **Seasonal Training**

Procedures are being followed for summer training with the processing of employees and eligible hire lists being determined to initiate specific training sections.

- **White Pines**

A bid for flooring was reviewed and will be finalized soon for the banquet room and pro shop.

Estimates are being sought for operation of the tent this coming season. There will be no HVAC, just opened minimally.

Senator Harmon has reached out relative to the District's desire for legislation to allow the sale of park district property. Mr. Vallez will be working on this issue.

- **Staff Training Initiative**

Staff training will start with supervisor/superintendent training in progressive discipline and other administrative duties, not related to the District specifically, but to be better personnel managers.

- **Village Meeting**

District staff met with the Village Staff to run through MOU specifics.

- **Breiter Palm Park**

The informational meeting was discussed. In response to a question from Commissioner Linder, Mr. Vallez stated that properties which have encroached onto Breiter Palm are being analyzed, and once each is identified, contact will be made to notify the owners of the encroachment and termination thereof. Discussion was also had relative to the nature of the playground equipment being installed, which is targeted to use by individuals with and without special needs, and moving the project forward on a more expeditious timeline. President Johnson also requested staff to investigate whether the District could acquire a sponsor for the Park site.

- **Audit/Management Letter Recommendations**

Capital Asset Policy and Fund Balance Policy recommendations will be made on February 17, 2021

Fund with Deficit Equity: Discussion was held concerning the determination of the conditions at White Pines

- **House Lease**

Discussion of the Lease of the private home commenced, with Mr. Vallez informing the Board he will provide a 6-month lease for the home to a current employee, with the understanding that after six months, the lease could be month-to-month.

- **PDRMA**

Mr. Vallez reported that PDRAM will put together a cost estimate for the District to become a member, after it completes a 30-day evaluation.

5. New Business

**2021 Golf Rates**

Discussion ensued relative to proposed changes to golf rates this year based on the handout provided as part of the agenda. Further discussion will be held at the 2/17 meeting, at which time the Board will be asked to approve the new golf rates.

**Golf Pro**

Mr. Vallez informed the Board he has terminated the arrangement with Golf Pro Chuck Lynch, who has not had a contract for several years, although he has continued to provide services at White Pines. Upon separation, Mr. Lynch wanted his items from the Golf Course, which Mr. Vallez agreed to, until Mr. Lynch stated he wanted to remove electrical lines he had installed to the hitting base. Mr. Vallez refused, stating he was not a licensed electrician and had no qualifications to do so, plus the installation was not personal property to be removed. Mr. Lynch was later found at the golf course removing property without authorization. He has now been informed he cannot come onto the Park Property without notice.

Mr. Vallez will report to the Board on the future of this position.

### **Golf Cart GPS**

Mr. Vallez reported on continued issues with the golf cart GPS systems. The park district has not paid any sums on the current contract during the past year, and has been in communication with the company regarding the faulty system. All GPS systems on the golf carts have been replaced, but are still creating issues. The District will continue to work with this vendor, and at the same time, will investigate ways to terminate the contract.

### **White Pines Contracts**

Mr. Vallez reported staff is reviewing all contracts to determine whether there are costs savings which could be realized.

### **Carol Anderson**

President Johnson reported the death of Carol Johnson, who was instrumental in setting up the Youth League. Rather than wait for a request, President Johnson asked staff to be pro-active in recognizing her contributions to the community. Mr. Vallez suggested the Living Tree Memorial program. President Johnson and/or Commissioner Karg will contact Ms. Johnson's family relative to this recognition.

#### 6. Closed Session

There was no closed session.

#### 7. Adjournment

Commissioner Karg moved, seconded by Commissioner Linder, to adjourn the meeting at 7:04 p.m.

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On a roll call vote:

<u>ROLL CALL</u>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Johnson	X		
Karg	X		
Gibbs	X		
Linder	X		
Geils			X

Motion Carried.

The meeting stands adjourned.

Approved:

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President Rich Johnson

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Secretary