

**Bensenville Park District  
Board of Park Commissioners  
Regular Meeting Minutes  
Wednesday, July 21, 2021**

1. Call to Order

President Johnson called the Meeting to order at 5:30 p.m.

Roll call was taken:

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

Staff in attendance: Joe Vallez, Executive Director, Andrew Godfrey, Head Golf Professional; Mike Purich, Banquet Facility General Manager; Phyllis Schmidt, Manager of Special Projects, Tom Draper, Superintendent of Marketing; Evelyn Struck, Superintendent of Finance and Human Resources; Mike Hayes, Superintendent of Recreation and Louis Aguinaga, Superintendent of Building and Grounds, and Mary Dickson, Attorney.

2. Approval of Agenda

It was moved by Commissioner Linder, seconded by Commissioner Gibbs 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		
Snyder	X		

Motion carried.

3. Approval of Minutes

It was moved by Commissioner Linder, seconded by Commissioner Karg to approve the minutes of the regular meeting of June 16, 2021 and the minutes of the July 7, 2021 Committee of the Whole, as presented.

In discussion, a correction was noted to the minutes relative to the report that it costs \$300 per day to operate the pool. The correct amount is \$225 per hour.

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On a roll call vote:

<u>ROLL CALL</u>	<u>Ayes</u>	<u>Nays</u>	<u>Present</u>
Johnson	X		
Karg	X		
Gibbs	X		
Linder	X		
Snyder	X		

Motion carried.

It was moved by Commissioner Karg, seconded by Commissioner Gibbs to approve the minutes of the special meeting of June 30, 2021, as presented. President Johnson reported that while he was absent from the special meeting, he did support the Board's decision to join PDRMA.

On a roll call vote:

<u>ROLL CALL</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Johnson			X
Karg	X		
Gibbs	X		
Linder	X		
Snyder	X		

Motion carried.

4. Approval of Accounts Payable and Payroll

It was moved by Commissioner Linder, seconded by Commissioner Gibbs, to approve Accounts Payable dated 6/24/21 of \$206,215.37 Payroll dated 6/18/21 of \$176,556.33, for a Grand Total of \$382,771.70, Accounts Payable dated 7/8/21 of \$163,519.32 Payroll dated 7/2/21 of \$180,376.64 for a Grand Total of \$343,895.96.

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		
Snyder	X		

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Motion carried.

5. Recognition of Visitors/Public Comment

No public comment was received.

6. Communications and Correspondence

Executive Director Vallez reported receipt of the Chamber of Commerce brochure, in which the District had an advertisement; receipt of notice from the Illinois Secretary of State relative to the dissolution of the Friends of Fischer Farm, and that he had sent a certified letter to IPARKS terminating membership.

7. Liaison Reports

- A. NEDSRA – Ms. Schmidt stated that NEDSRA meetings will resume in September. NEDSRA has a Fiesta event scheduled for July 24, and that planning remains underway for the golf outing.
- B. Bensenville Community Foundation – Commissioner Karg reported that a meeting is scheduled for July 22.
- C. BBAA – Mr. Aquinaga stated that the Slug Fest tournament is ongoing.
- D. Chamber of Commerce – Commissioner Karg reported that the Chamber was very pleased with the golf outing at White Pines.

8. Staff Reports (full reports are a part of the agenda)

**White Pines – Andrew Godfrey**

- Even with the rain in June, the course had 10,818 rounds, with revenue of \$370,833 as compared to June 2020, which was \$345,500.
- Merchandise continues to sell well, with \$22,547 sold in June. The margin is approximately 40%. The new merchandise with new logo is selling well.
- Lights are being installed July 15 and 16. The range will be closed for 1 ½ days to allow for work on the range.
- Maintenance is keeping the course in excellent shape.
- Banquets in the month of June brought in just over \$41,000; with two weddings, two bridal showers, a funeral luncheon and an event in the Pine Room.

**Mike Purich Reported:**

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- Staff hiring is ongoing, although it is very hard to find qualified personnel.
- Staff is working on increasing the profit margin for golf outings
- With COVID there has been an increase in the number of people who want to learn golf. There is a belief in the industry that the interest in golf created by COVID will decrease some, but that numbers will remain ahead of those pre-COVID.

**Front Desk – Joe Vallez (in Ms. Borshell’s absence)**

- Front desk staff remains very busy with registrations

**Recreation – Mike Hayes**

- Summer soccer season is underway with a total of 28 participants between the ages of 3-8.
- Aquatics is slow due to the weather, the pool closes on 8/10, with weekends remaining open through 8/27. Private swim lessons continue for one more week.
- There are 14,276 daily admissions, with revenues of \$84,636 - revenues are higher as of report date
- Classes in fitness are not run if sign up is less than 3.
- Fischer Farm is booming with rentals and birthday parties at the Farm continuing in popularity
- The Family Camp Out scheduled for July 16 was canceled due to low enrollment
- July 16 Dive In Movie was canceled due to weather

**Marketing – Tom Draper**

- The Fall Program Guide has been completed and goes live June 22
- The Mini Series “Trick Shot Tuesday” started June 22
- New menus have been designed for Club 37
- Staff will hand out flyers at the Music in the Park

**Buildings and Grounds – Louis Aquinaga**

- Trees are being identified for removal
- The Maintenance yard is getting up to speed – the brush pile removed
- Sunrise Park Shelter roof was replaced
- 27-year employee Manny Carrera retired, with his last day being July 16

**Finance - Evelyn Struck**

- The budget is being prepared, with questions to be asked at the appropriate time

- ForeUp transition continues

**Special Services – Phyllis Schmidt**

- A meeting was held with PDRMA to discuss transition
- Seasonal employees did receive sexual harassment training
- The Bensenville Police Department is assisting in transporting cash as the District is bringing in a significant amount of cash

**Executive Director – Joe Vallez**

- COVID 19 restrictions are changing, and there may be a return to requiring masks
- Breiter Palm contracts have been signed, and a preconstruction meeting will soon be held
- The Teacher Breakfast is planned for August 5
- Plans are ongoing for the Veteran’s Breakfast on November 11
- Family Days at the Golf Course are scheduled for July 18, August 8 and August 22

President Johnson commented on the condition of the parking lot at the Pine Room.

President Johnson asked about whether the District could work toward accreditation. Mr. Vallez stated it is a multi-year process, and the District still has a lot of work to do, but that he is looking at it

10. New Business

There was no New Business

11. Old Business

There was no Old Business

12. Closed Session

There was no Closed Session.

13. Adjourn

Commissioner Linder, seconded by Commissioner Snyder to adjourn the meeting at 6:30 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		
Snyder	X		

Motion carried.

The meeting stands adjourned.

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13. Adjournment

Commissioner Linder moved, seconded by Commissioner Snyder, to adjourn the meeting at 7:25 p.m.

On a voice vote, all members voted “aye.” Motion Carried.

The meeting stands adjourned.

Approved:

\_\_\_\_\_  
President Rich Johnson

\_\_\_\_\_  
Secretary