

**Bensenville Park District  
Board of Park Commissioners  
Regular Meeting Minutes  
Wednesday, March 17, 2021**

1. Call to Order

President Johnson called the Meeting to order at 6:00 p.m.

Roll call was taken:

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

Motion carried.

3. Approval of Minutes

It was moved by Commissioner Linder, seconded by Commissioner Karg to approve the minutes of February 17, 2021 and the special meeting of March 3, 2021, as presented.

Discussion: Commissioner Karg noted the correction of opposed to unopposed relative to candidate Jay Snyder on page 3 of the February 17, 2021 minutes.

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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.

4. Approval of Accounts Payable and Payroll

It was moved by Commissioner Linder, seconded by Commissioner Gibbs, to approve Accounts Payable dated 2/25/21 of \$64,343.88, Payroll dated 2/26/21 of \$82,738.22 for a grand total of \$147,082.10, Accounts Payable dated 3/11/21 of \$60,607.30, Payroll dated 3/12/21 of \$80,611.54 for a Grand Total of \$141,218.84.

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.

5. Recognition of Visitors/Public Comment

Resident Jeff Sebastian commented that Fischer Farm was misspelled in the mailer to residents.

John McGovern of the WT Group made a presentation on the Park District's ADA Initiative. , in which each of the 29 parks and facilities was audited for ADA compliance. A transition plan, which provides for retrofit to ADA compliance over the next five years was presented.. The next step is to have a meeting with staff and to take the transition plan and blend it with the capital improvement plan schedule. The report was attached to the Agenda.

6. Communications and Correspondence

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Executive Director Vallez reported that communications were received on the following:

- Suspending Park District participation in the Bensenville Arts Council
- Earth Day Flyer
- New agreement with Golf Now
- Correspondence to Chuck Lynch re: picking up equipment
- Mockups of the wedding/banquet flyers were handed out
- Senior mailer was handed out
- Summer brochure is going to print

7. Liaison Reports

- A. NEDSRA – no report
- B. Bensenville Community Foundation – no report
- C. BBAA – The District has information the BBAA that it will have to follow District COVID guidelines to be able to play
- D. Chamber of Commerce – 3 new Directors have been appointed, the Chamber is very happy the District bought ads in the brochure.

8. Staff Reports

Mr. Vallez summarized certain activities:

- Covid-19 Update:

The district is anticipating more opportunities to move our programs forward. The golf course is opening March 22. Guidelines have not changed and participation limits are the same.

- Fischer Farm:

The District will make a presentation to the full Forest Preserve District Board at 8 a.m. on April 20th via zoom. It will put together information from previous years with programming information and all the special events that have occurred.

- PDRMA Update:

The District is the process of a 10 year loss evaluation and a facility evaluation for purposes of PDRMA membership.

- Breiter Palm:

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The final plan has been completed.

- Chuck Lynch Letter:

A letter was issued to Mr. Lynch detailing equipment removal procedures, dates and waiver requirements.

- House Lease:

Remediation of the house is planned at a cost of \$4,500. Once completed, a new lease will be presented to the Board for approval.

- Train Donation Proposal:

Staff recommends the Board consider donating the train, as this is in the best interests of the District. The train itself has no historical value to the District, and it is in need of significant repair.

- Vaccination Events:

Staff members did a great job staffing vaccination events for the community.

- Fore Up Contract:

The contract was approved and transition from Golf Now to Fore Up is occurring.

- Recreation - Mike Hayes made the report

Recreation staff is gearing up programming with Inter-village Soccer League games starting April 24, dance is starting March 16 and Spring Break Camp will be March 29-April 3 and the Easter Egg Hunt is scheduled for March 27

The pool is being prepared for the season. This season there will be no yearly passes, as they have been replaced with punch card that offers a discount to residents. The District is installing a new A/C unit in the concession stand.

- Front Desk

Program registration is picking up with many programs getting participants coming back, rentals are starting on April 1.

- Finance:

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A Server for the IT system has been purchased and staff is monitoring a Microsoft Virus. In response to questions by Commissioner Linder, Mr. Vallez reported that the IT infrastructure is being updated. On line registration systems have been evaluated but the cost is \$45,000 to switch over and it is cost prohibitive at present. As the District moves past the COVID impact on the District it will be evaluated again.

- Marketing:

The Summer Brochure is complete and will be out March 22.

Bville Buzz came out on March 1.

The District is making a summer hiring push

Golf Course and Weddings printed material samples were handed out.

Commissioner Linder renewed his concern as to marketing the Park District outside of Bensenville.

- Maintenance:

Maintenance is gearing up for BBAA, with games starting on April 28.

There are continued mechanical issues at Deer Grove and with the HVAC units at Hyatt Hubbard House and Fischer farm

Commissioner Linder questioned the on-going maintenance of capital equipment, and would like a plan on replacement of aging capital equipment.

- Special Services – Phyllis Schmidt made the report

Training is ongoing at White Pines, and additional training for maintenance equipment, cart safety, active intruder is planned.

Staff is putting together a Board Member Orientation and Informational Packet for new and current Commissioners

The tree inventory is ongoing and providing a wealth of insight

- White Pines:

The golf course opens March 22 with golf and food/beverage service.

Staff is being brought back as the course opens

Registration for lessons starts March 1

The Driving Range has a tentative opening date of May 1

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9. Action Items

There were no action items.

10. New Business

There was no New Business

11. Old Business

There was no Old Business

12. Closed Session

It was moved by Commissioner Gibbs, seconded by Commissioner Karg, to recess the Meeting to Executive Session at p.m. to discuss minutes of meetings lawfully closed, personnel, and probable litigation pursuant to 5 ILCS 120/2(c)(1), (21) and (11).

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 Board recessed to Executive Session.

No action was taken in Executive Session. The Board reconvened to Open Session at 7:50 p.m. with all Commissioners being present.

7. Adjournment

Commissioner Linder moved, seconded by Commissioner Karg, to adjourn the meeting at 7:50 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