

**Bensenville Park District  
Board of Park Commissioners  
Regular Meeting Minutes  
Wednesday, May 19, 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	
Linder	X	
Karg	X	

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

Pledge of Allegiance: President Johnson led the Pledge.

President Johnson read a Proclamation in honor of Commissioner Jim Geils and the Board thanked him for his years of service to the District.

2. Swearing In of New Commissioners

Judge Craig Belford of the Eighteenth Judicial Circuit Court provided the Oath of Office to Valerie Karg and Jay Snyder.

3. Roll Call

Roll call was taken:

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

4. Approval of Agenda

It was moved by Commissioner Linder, 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		

**Bensenville Park District  
Board of Park Commissioners  
Regular Meeting Minutes  
Wednesday, May 19, 2021  
Page 2**

Linder X  
Snyder X

Motion carried.

5. Approval of Minutes

It was moved by Commissioner Linder, seconded by Commissioner Karg to approve the minutes of the regular meeting of April 21, 2021 and the minutes of the special meeting of May 5, 2021, as presented.

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.

6. Approval of Accounts Payable and Payroll

It was moved by Commissioner Linder, seconded by Commissioner Karg, to approve Accounts Payable dated 4/29/21 of \$134,894.67 Payroll dated 4/23/21/21 of \$100,679.53, for a Grand Total of \$235,574.20, Accounts Payable dated 5/13/21 of \$278,983.35 Payroll dated 5/7/21 of \$110,389.85 for a Grand Total of \$389,373.20.

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.

7. Recognition of Visitors/Public Comment

**Bensenville Park District  
Board of Park Commissioners  
Regular Meeting Minutes  
Wednesday, May 19, 2021  
Page 3**

Emily Mamrak commented in opposition to the plan for installation of lighting at Breiter Palm Park.

Chris Mamrak also commented in opposition to the plan for lighting at Breiter Palm Park, and the planned removal of native plantings for installation of the fitness station.

Connie Sue Schmidt, Chairperson of the Sierra Club, commented on the Monarch Project and asked the District to consider becoming a signatory to the project which encourages plantings and programs to assist in keeping the Monarch butterfly alive.

In response to concerns relative to lighting at Breiter Palm Park, President Johnson stated that if lighting is installed it will be low light security lighting. A pole is currently on the property; however, the light does not work. The District has had complaints over security at the Park because of tall grass and to goal is to provide lighting to ease this concern and invite more residents to use the Park. Mr. Vallez added that the lighting is an alternative bid option being considered for security and the Board need not add lighting if it chooses not to do so.

In response to President Johnson's question, Ms. Dickson reported that DuPage County successfully prosecuted a resident whose home borders the Park for use of the Park property. It will now be cleaned up.

8. Communications and Correspondence

Executive Director Vallez stated the following:

- An inquiry was received relative to the District's policy on golf ball damage to cars near the course
- The District is interviewing for an open chef position
- Information was received relative to the Roselle History Museum, and
- CDC COVID information was distributed

9. Liaison Reports

- A. NEDSRA – Ms., Schmidt reported that NEDSRA plans to reopen with a day camp at the Park District, and planning is ongoing for the annual fundraiser in June.
- B. Bensenville Community Foundation –Commissioner Karg reported that only two members attended a recent workshop.
- C. BBAA – No report.

**Bensenville Park District  
Board of Park Commissioners  
Regular Meeting Minutes  
Wednesday, May 19, 2021  
Page 4**

D. Chamber of Commerce – Ms. Schmidt was sworn in as a Director. The Chamber is planning for its July 13 golf outing.

10. New Business

Phil Graf of Great Lakes Urban Forestry Management presented the Tree Inventory and Management Plan recently undertaken at the District. The inventory took approximately 10 months, and is 50% grant funded. The results will allow the District to access and keep updated its existing tree population and to plan for new trees in accordance with keeping a variety of trees on site and to maintain the health of its tree population.

11. Staff Reports

Mr. Vallez summarized certain activities:

- Covid-19 Update:

The state is in the Bridge Phase, restrictions have changed for indoor/outdoor recreation and public gatherings. Waiting for IDPH changes, CDC recommendations on mask wearing is ongoing, and confusing. The District is requiring masks in its buildings..

- Breiter Palm:

a. Eco Days are being planned this summer. Pizzo and Associates will be engaged for a 3-year stewardship program.

b. 9 bidders have responded to the Design Plans RFP.

- Park Ranger/Ambassador Program is under review. The plan is to put personnel in the Parks to notify police of any problems occurring.

- Park District Benefits for employees and Commissioners is under review

- Staff is working on grants for the District

- Commissioner I-Pads – new I-Pads have been ordered for Commissioners

- PDRMA Update: The District awaits the final report from PDRMA about joining PDRMA.

**Bensenville Park District  
Board of Park Commissioners  
Regular Meeting Minutes  
Wednesday, May 19, 2021  
Page 5**

- Train:

Cost assessment of potential repairs with a certain amount of volunteer hours. \$16,000. – would be budgeted out of Museum fund. Consideration – Cost of materials.

- Recreation:

- a. Pool: Opening Day May 31, 12:00/3:00
- b. Intervillage soccer league has been started.
- c. Summer camp starts May 15th. Virtual parents meeting May 20th

- Front Desk:

- a. Ongoing registration for programs, rentals and fitness daily use has increased.
- b. Camp registration 50% full.
- c. Fitness center increase in possible users.
- d. Birthday party registration has increased.
- e. Pool summer camp reservations have increased

- Finance/HR:

- a. Budget Preparation: Budget scheduled to be to the Board for review on June 16<sup>th</sup>, with passage expected to occur two weeks later.
- b. Fore Up transition is proceeding forward.
- c. Online Application Process – staff is reviewing the cost of such a system which will be discussed during the capital budget presentation meeting

- Marketing:

- a. Program marketing/promotional plans are ongoing.
- b. Water park online registration system goes live May 28th
- c. Wedding info completed, new menu and pricing. Staff is reviewing the gratuity and service charge program

- Maintenance:

- a. Staff met with Chicagoland Pool Management to discuss a new arrangement at a cost of \$7,500.

**Bensenville Park District  
 Board of Park Commissioners  
 Regular Meeting Minutes  
 Wednesday, May 19, 2021  
 Page 6**

- b. Park Graffiti: we are experiencing vandalism at Pines Park.
- Special Services:
  - a. Training: The District has worked with Village Inspector Ron Herff to get an update on safety inspections
  - b. White Pines: Safety Audit of tent completed May 10th .
  - c. PDRMA visit: May 13th .
  - d. Capacity room signage updated by village inspector.
- White Pines:
  - a. Golf: April over 7000 rounds played. Leagues started. Permanent Tee Times started. Outing started.
  - b. Fore Up: POS system being installed.

Commissioner Linder questioned the status on the update to the GPS units. Mr. Vallez reported the District has had an issue with the Units and he is working with the vendor on this issue.

- Course Pathways – Remediation of the course pathways is expected to cost approximately \$31,000. Mr. Vallez is scheduled to meet with the vendor to discuss path conditions.

12. Action Items

**A. Annual Nomination and Election of Officers for the Bensenville Park Board of Commissioners**

Commissioner Linder moved, seconded by Commissioner Karg to nominate by acclimation all existing Officers to another term, with Commissioner Gibbs to fill the role of Board secretary.

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.

**B. Approval of Musco Sports Lighting, LLC**

Commissioner Karg moved, seconded by Commissioner Linder to approve the quote received from Musco Sports Lighting, LLC for lighting at the driving range.

Discussion: Mr. Vallez informed the Board that the lighting is for the driving range. The learner area is being moved to Northeast of the garage, and investigation is underway to improve the driving range.

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.

**C. Approval of JSD Professional Services Proposal**

Commissioner Linder moved, seconded by Commissioner Gibbs to approve the JSD Professional Services Proposal.

Discussion: Mr. Vallez reported that the contract is for architectural services to put together a proposal for netting at the 1<sup>st</sup> hole of the course. This is a safety issue to be addressed.

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.

**Bensenville Park District  
Board of Park Commissioners  
Regular Meeting Minutes  
Wednesday, May 19, 2021  
Page 8**

13. Old Business

There was no Old Business

14. Closed Session

Commissioner Gibbs, seconded by Commissioner Linder moved to enter Closed Session for discussing pending or probable litigation.

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.

15. Adjournment

Commissioner Karg moved, seconded by Commissioner Gibbs, to adjourn the meeting at 8:50 p.m.

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.

Approved:

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

\_\_\_\_\_  
Secretary