

**Bensenville Park District
Board of Park Commissioners
Regular Meeting Minutes
Wednesday, October 20, 2021**

1. Call to Order

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

Roll call was taken:

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

Staff in attendance: Joe Vallez, Executive Director, Andrew Godfrey, Head Golf Professional; Evelyn Struck, Superintendent of Finance and Human Resources; Mike Hayes, Superintendent of Recreation, Laura Borshell, Front Desk and Louis Aguinaga, Superintendent of Building and Grounds, and Mary E. Dickson, Park District Attorney.

Pledge of Allegiance: President Johnson led the Pledge.

2. Approval of Agenda

It was moved by Commissioner Linder, seconded by Commissioner Snyder 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.

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3. Approval of Minutes

It was moved by Commissioner Linder, seconded by Commissioner Snyder to approve the Minutes of the Special Meeting of September 13, 2021 and the Minutes of the Committee of the Whole Meeting of October 6, 2021, as presented.

Discussion: Counsel Dickson noted that the time set forth in paragraphs 13 and 14 are one hour off and will be correct.

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.

4. Approval of Accounts Payable and Payroll

It was moved by Commissioner Linder, seconded by Commissioner Gibbs, to approve Accounts Payable dated 9/30/21 of \$291,726.18 Payroll dated 9/24/21 of \$142,892.76, Accounts Payable dated 10/14/21 of \$495,305.77 Payroll dated 10/8/21 of \$118,910.83 for a Grand Total of \$614,216.60.

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.

5. Recognition of Visitors/Public Comment

Resident Mike Jaffee complimented the District on the condition of the golf course, and stated it was very professionally run. He stated he understands review of the course is underway and while he likes the two 18-hole courses, he will support the Board in any decision it makes.

In response, President Johnson stated that the Board is conducting due diligence to ensure the best decision is made relative to the future of the course and the District. Additional information will be forthcoming at future meetings.

Mr. Jaffee also commented that it would be nice to have the recreation center open earlier on weekends. Mr. Vallez responded that a survey has been undertaken to improve the fitness center.

6. Communications and Correspondence

Mr. Vallez reported the District is in receipt of:

- Employee Tip report
- Permit Application for a cell tower at White Pines
- Construction schedule for Breiter Palm Park improvements
- Information from his tour of several aquatic facilities
- A press release from the Village regarding intergovernmental cooperation

7. Board Liaison Reports

- A. NEDSRA – Mr. Vallez reported that the NEDSRA invoice for the golf outing has been paid.
- B. Bensenville Community Foundation – Commissioner Karg reported on the Subaru campaign and the Foundation’s desire to secure funding from it.
- C. BBAA – Louis Aquinaga reported that Fall Ball has ended.
- D. Chamber of Commerce – Commissioner Karg reported on the plans for trick or treating.

8. Staff Reports

Executive Director Vallez Reported, in addition to those items on his written report:

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- COVID 19 – the District continues to require masks indoors, and to follow CDC and IDPH guidelines.
- Breiter Palm Update – the parking lot expansion is scheduled to start the week of October 25. The playground installation will follow, although the equipment is not yet received.
- Fischer Farm – Mr. Vallez will meet with the Forest Preserve District Director on October 25 to discuss the District’s acquisition of Fisher Farm
- White Pines Enterprise Fund – Investigation is ongoing as to whether to create a new enterprise fund for White Pines
- Creekside Park – The District owns a lot adjacent to two others which are now on the market. Investigation will be undertaken as to the ownership of the two lots.
- Cart Paths – The cart paths are in need of work, investigation as to cost of repairs is ongoing.
- White Pines –Enterprise Fund Consideration: Mr. Vallez is exploring moving White Pines back into an Enterprise Fund as the course is making money, and now meets the criteria for an Enterprise Fund. With the correct business model and plan, the District could pay all expenses out of White Pines. In response to a question from Commissioner Linder, Mr. Vallez reported on the status of the golf course industry.
- Maintenance is ongoing with the parking lot sealing at Veterans and DiOrio completed. Walk in freezers are now under a maintenance contract with 1 Point Mechanical.
- Customer service staffing issues at the front desk are better, with the hiring of new personnel.
- Eco Days at Fisher Farm was well attended and continues to showcase the farm and provide confirmation of the District’s ability to conduct family-oriented programs at the Farm.
- The first post COVID senior trip to Starved Rock was a success, with 14 attendees. The fish boil trip to Genoa was sold out.
- White Pines are at \$3,386,000 in revenue, with a projected profit of \$593,000 after erasing the debt payment.
- Due to Ms. Schmidt’s absence, Mr. Vallez reported she is working remotely, with short visits to the office.

Recreation – Mike Hayes

- Harvest Fest was a success, with approximately 1100 attendees, and it raised \$11,000 to \$12,000. Staff is planning to make it a two-three day event next year.
- Eco Days 2021 at Fischer Farm was a success with approximately 100 attendees, with a wide range of Autumn and farm-based activities
- Various coming events were discussed

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- Farmside Christmas Is being planned for December 4, from 4 to 7 p.m., featuring caroling, live reindeer, tree lighting, and family fun activities
- BPD Club is well attended with 53 children enrolled
- Active Adults activities and trips are well attended, with the Oak Room being used for events, and trips to Starved Rock State Park with 14 registrants and Coopers Corner being sold out
- Fitness classes are normal, a survey was poorly responded to, and requires further investigation
- Fischer Farm programming is picking up. All flowers and vegetables are being removed to prepare the soil for next yard. Rentals have ended and fall youth programming is continuing. The Farm currently features 2 roosters, and breeding of chickens continues. Upgraded cages are coming soon for the rabbits for the winter months
- The lobby of the Leisure Center has been transformed into a seasonal experience for Monster Mash
- The Winter Spring Brochure will be mailed out the week of November 15
- The Youth basketball league registration is underway, and is lighter than last year, which may be due to COVID issues
- The inaugural cheerleading program has begun, with 10 girls registered for session one which started October 2. The instructor is the varsity cheer captain at Fenton High School

Buildings/Grounds – Luis Aquinaga

- Deer Grove – the fire alarm and fire suppression inspections have been completed and both passed
- 1st Point mechanical will service the walk in coolers/freezers for the year commencing October 2021 – September 2022. They will make approximately 3 site visits in this time frame
- 161 Building – the Village inspector has recommended certain repairs, which have been completed
- Kiwanis rentals for the season are at an end
- Water Park – winterization continues
- Grounds – fall decorations are completed, parking lot sealcoating and striping at DiOrio and Veterans Park has been completed

Mr. Vallez reported on the roof leaks in various buildings which staff is working on.

White Pines – Andrew Godfrey

- September revenue was successful, at \$596,729.06. The season finished with 15 golf outings of approximately 50 players. September 2021 was about \$40,000

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over the same month last year. The fiscal year has surpassed \$3,000,000 in revenue, up \$1,000,000 from last year

- NEDSRA golf outing was also a success with about 150 golfers and almost 200 individuals for dinner
- Merchandise sales continue to be good, with almost \$20,000 in revenue in the month of September, and \$132,000 in the year, with a margin of approximately 40%
- Food and beverage at 37 Bar and Grill continues to stay busy, with total revenue for September of \$32,448.50. The Grill is still short staffed, and everyone is helping this season. The Grill is scheduled to close on October 31. The course will close when it snows

Finance – Evelyn Struck

- The audit is completed.

Front Desk – Laura Borshell

- The Winter/Spring brochure is at the printer.
- Patrick Karbowski has been hired as a new customer service attendant.
- Reservations are still needed for patron attending the fitness classes and for open gym.
- The 2022 capital plan includes on-line reservation system for all programs.

9. Action Items

A. Approval for ALTA Survey for \$38,000.

Commissioner Karg moved, seconded by Commissioner Linder to approve the expenditure of \$38,000 for an ALTA Survey of the White Pines Golf Course.

Discussion: Mr. Vallez stated the survey was required for purposes of evaluation the White Pines property. Audience Member Bob Benson also commented on the reasons for an ALTA survey.

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 for a Topographic Survey for \$94,000

Commissioner Snyder moved, seconded by Commissioner Linder to approve the expenditure of \$94,000 for a topographic survey of the White Pines Golf Course.

Discussion: Again, this study is required for purposes of evaluation of the property, and will determine the undulation of the property.

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 for SB Friedman for Development Advisors Not To exceed \$25,000

Commissioner Linder moved, seconded by Commissioner Snyder to approve the expenditure of not to exceed \$25,000 for SB Friedman Development Advisors.

Discussion: Mr. Vallez stated that the assistance of SB Friedman was required to facilitate the redevelopment of a portion of the White Pines Golf Course. SB Friedman will work with the District to prepare a development prospectus or RFQ/P outline key facts about the property which would help developers evaluate the opportunity. Counsel Dickson stated she had reviewed the engagement letter and, in agreement with Mr. Vallez, believed a portion of the work SB Friedman would undertake has already been accomplished by Mr. Vallez, thus the work to be done should cost the District less than that stated.

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.

D. Organizational Structure Approval

Mr. Vallez reported work on the organization structure is on-going, thus this matter was not discussed.

10. New Business

Mr. Vallez reported on BPD 2.0.

11. Old Business

Mr. Vallez reported being approached by the Village relative to the sale of Veteran's Park for a commercial venture. He reported that the Village offered to "trade" the Police Department property, but this is not a good trade for the District. Getting property near the Bo Jackson facility would be good for the District for soccer potential. Mr. Vallez will continue discussions with the Village.

12. Closed Session

Commissioner Linder, seconded by Commissioner Karg moved to enter Closed Session for discussion of personnel and review of the Executive Session Meeting Minutes, pursuant to 5 ILCS 120/2(c)(1) and 5 ILCS 120/2(c)(21).

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.

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13. Adjournment

Commissioner Linder moved, seconded by Commissioner Snyder, to adjourn the meeting at 7:42 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