

**Bensenville Park District
Board of Park Commissioners
Regular Meeting Minutes
Wednesday, November 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>
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, Phyllis Schmidt, Special Services, 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 Snyder, 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
Snyder	X		

Motion carried.

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3. Approval of Minutes

It was moved by Commissioner Snyder, seconded by Commissioner Gibbs to approve the regular minutes of October 20, 2021, and the minutes of the Special Meeting of the Committee of the Whole Meeting of November 2, 2021, 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.

4. Approval of Accounts Payable and Payroll

It was moved by Commissioner Gibbs, seconded by Commissioner Karg, to approve Accounts Payable dated 10/28/21 of \$665,429.16 Payroll dated 10/22/21 of \$117,590.46, for a Grand Total of \$783,019.62 and Accounts Payable dated 11/10/21 of \$211,326.60 Payroll dated 11/5/21 of \$117,922.29 for a Grand Total of \$329,248.89.

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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5. Recognition of Visitors/Public Comment

Emily Mamrack commented on the problem with meetings being posted on schedule, noting that BoardDocs is the only place the meetings can be found. She further commented on plans for Blackhawk School, and suggested that, as Breiter Palm Park features native landscapes, it would be best to move exercise equipment planned to be installed at Brieter Palm to Blackhawk.

6. Communications and Correspondence

Mr. Vallez reported the District is in receipt of:

- A mailer in lieu of Senior Program Guide
- Village notice of a blood drive
- Golf rates for 2022 will be handed out for discussion
- NESRA Holiday party will be at 390 Golf on 12/2
- The School District will host the District's basketball program featuring 200-225 youths

7. Board Liaison Reports

- A. NEDSRA – Mr. Vallez reported that the NEDSRA Holiday invitation has been received. .
- B. Bensenville Community Foundation – Commissioner Karg reported that the Foundation donated \$1000 to Officer Kotlewski's family, and that the Foundation is planning its day at Subaru to show what the Foundation is doing and to encourage people to donate.
- C. BBAA – Louis Aquinaga reported that the BBAA discussed the 2022 season and offering scholarships
- D. Chamber of Commerce – Commissioner Karg reported that the annual meeting is set for 11/30

8. Staff Reports

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

- Bensenville Park District 2.0:

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- a. SD#2: Confirmation of agreement to develop Blackhawk into a park.
 - b. SD#2: Maintenance location/bus storage. President Johnson suggested consideration be given to sharing of a mechanic position
 - c. Breiter Palm: Mr. Vallez updated the construction schedule, noting playground installation has started.
 - d. Staff Realignment is ongoing and will be on the next meeting agenda
 - e. Paycom Installation is to be completed by January 31, 2022.
- Village of Bensenville: Holiday Magic, November 21st, 5:00 pm/7:00 pm
 - IPRA/IAPD Conference: January 27th- 29th, discussion was held over which Commissioners might attend.
 - Staff Holiday Party has been canceled due to concerns over COVID.
 - Marketing Superintendent: Paul Padlian started working hourly and will be onboard full time soon.
 - The NEDSRA 2022 Golf Outing letter of agreement has been received.
 - The Winter/Spring Brochure is being mailed out November 15th.
 - Resident Registration commences November 30th; Non-Resident Registration commences December 1st.
 - October Revenue at White Pines has increased \$72,000 from 2020.
 - The estimated levy is being presented tonight
 - Audit Management Report: All issues raised have been addressed.

Recreation

- Winter lighting is going up, Fischer Farm will be outstanding. Expanded activities are planned at the Farm which is being marketed as Farmside Christmas, scheduled for December 4th, 3:00 to 7:00 p.m.
- Fitness Center equipment is back in the room, with social distancing required.
- Halloween Events were well attended and done well with over 700 participants.
- Santa is Coming to Town: 2nd/3rd week of December. This is a very popular event.

Special Services

- 161 Church Road building deficits have been addressed, and reinspection is scheduled for November 30

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- Deer Grove Leisure Center evacuation plans are being finalized with the Village Inspector
- Staff is working on an ADA community newsletter for families with children who have disabilities
- White Pines Golf Club handicap parking reconfigurations, asphalt repair and striping is complete

Front Desk

- The winter/spring brochure will be mailed the week of November 15, and will be on the District's website
- Registrations for some holiday events began November 9, the response thus far has been great
- 94 people registered for the Veteran's Day breakfast.
- Fenton High School has started using half of the gym on Tuesday and Thursdays from 3:30-5 for Special Olympics practice.

White Pines

- October was a solid month for golf, with 5835 rounds in October versus 7200 rounds in 2020 (less this year due to weather).
- The course has sold out of merchandise
- Grounds/maintenance continues, with the sprinkler system being blown out the week of November 15. The course is being weatherized for winter.

Buildings and Grounds

- Roof leaks in the exercise room, Sycamore room, and fitness center have been located and repaired
- The north stairwell second floor door has been replaced
- The District is under contract to have several rooms shampooed and cleaned.
- Semi-annual fire suppression inspection is complete for both kitchens.
- First Point Mechanical made its first visit under the new service contract; all checked out fine except for an evaporator coil in the Beer cooler.
- Water Park winterization is complete.
- All facility furnaces and suspended heating use have been services, checked for operation and filters replaced where applicable.
- Holiday lighting has been installed at Fischer Farm, the Garage, Pine Shop and 161.
- All portable restrooms have been picked up for the winter season.

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9. Action Items

A. Ordinance #565 An Ordinance Providing for an Annual Levy of Taxes for the Fiscal Year Beginning May 1, 2022 and Ending April 30, 2023.

Commissioner Gibbs moved, seconded by Commissioner Snyder to approve Ordinance #565 An Ordinance Providing for an Annual Levy of Taxes for the Fiscal Year Beginning May 1, 2022 and Ending April 30, 2023.

Discussion: Ms. Struck informed the Board the levy increase recommendation is for 4.99 percent.

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. Ordinance #566 An Ordinance Providing for Abating the Tax hereto Levied for the Year 2021 to Pay the Principal of and Interest on General Obligation Park Bonds (alternative revenue source), 2014A.

Commissioner Karg moved, seconded by Commissioner Gibbs to approve Ordinance #566 An Ordinance Providing for Abating the Tax hereto Levied for the Year 2021 to Pay the Principal of and Interest on General Obligation Park Bonds (alternative revenue source), 2014A.

Discussion: Ms. Struck stated this is an annual ordinance to pass providing for an abatement of the tax for the White Pines Golf Course. The bond is being paid out of White Pines revenues.

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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.

C. Acceptance of the Bensenville Park District’s Annual Financial Report for the Fiscal Year Ending April 30, 2021

Commissioner Snyder moved, seconded by Commissioner Gibbs, to accept the Bensenville Park District’s Annual Financial report for the Fiscal Year ending April 30, 2021.

Discussion: Mr. Vallez informed the Board that the District staff has addressed issues raised in the management letter.

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

This item was removed from the agenda.

10. New Business

No new business was discussed.

11. Old Business

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No old business was discussed.

12. Closed Session

Commissioner Gibbs, seconded by Commissioner Karg, moved to enter Closed Session for discussion of personnel, land acquisition, pending or probable litigation and review of the Executive Session Meeting Minutes, pursuant to 5 ILCS 120/2(c)(1) and 2(c)5, 2(c)11 and 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.

13. Return to Open Session

Mr. Vallez informed the Board that the Christmas staff party was being canceled due to concerns over COVID. The Commissioners determined to continue to hold their Christmas party, with Mr. Vallez being the only staff member present.

A short discussion was also held relative to the IAPD conference in January, with Mr. Vallez stating he would keep the Commissioners informed over status of the conference relative to the rise in COVID cases.

14. Adjournment

Commissioner Gibbs moved, seconded by Commissioner Snyder, to adjourn the meeting at 8:25 p.m.

On a voice vote, all members voted aye.

Motion Carried.

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The meeting stands adjourned.

Approved:

President Rich Johnson

Secretary