

**Bensenville Park District
Board of Park Commissioners
Regular Meeting Minutes
Wednesday, February 16, 2022**

1. Call to Order

President Johnson called the Meeting to order at 6:01 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, Mary Dickson, Park District Attorney.

2. Approval of Agenda

It was moved by Commissioner Gibbs, 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.

3. Approval of Minutes

It was moved by Commissioner Karg, seconded by Commissioner Snyder to approve the minutes of the meeting of January 19, 2022 as presented.

On a roll call vote:

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

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Motion carried.

It was moved by Commissioner Karg, seconded by Commissioner Gibbs to approve the minutes of the meeting of January 26, 2022 as presented.

On a roll call vote:

<u>ROLL CALL</u>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</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 Gibbs, seconded by Commissioner Karg, to approve Accounts Payable dated 1/27/22 of \$112,453.21 Payroll dated 1/28/22 of \$57,408.56 for a Grand Total of \$169,861.77, Accounts Payable dated 2/10/22 of \$140,347.39 Payroll dated 2/11/22 of \$99,423.81 for a Grand Total of \$239,771.20.

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.

5. Recognition of Visitors/Public Comment

No public comment was received.

6. Communications and Correspondence

Mr. Vallez disseminated various communications received to the Board.

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7. Board Liaison Reports

- A. NEDSRA – No report was presented.
- B. Bensenville Community Foundation – Commissioner Karg reported: (1) the Foundation received \$10,000 from Hamilton Partners, (2) the Foundation is in need of a new Treasurer, and (3) the next meeting is March 24.
- C. BBAA – No report was presented.
- D. Chamber of Commerce – Commissioner Karg reported that she and Ms. Schmidt attended the last Chamber meeting. She asked that the District consider sending a representative to Fenton’s Career Day.

8. Staff Reports

A. Executive Director

Mr. Vallez reported he advised members of staff that they need not appear at the meeting, and, for this reason, he presented his own report and select information from the reports from staff, which were provided to the Commissioners.

- 1. Covid-19: Covid numbers continue to go down and other significant indicators are moving in a more positive direction. The District continues to follow CDC and IDPH guidelines, and continues to enforce indoor mask wearing for both staff and park patrons. The District will continue to monitor the Covid numbers and take appropriate measures to insure a safe environment. The District has returned most programs to regular operations.
- 2. Bensenville Park District 2.0:
 - a. IGA School District #2: A meeting with staff from both the District and the school district was held, covering the needs of both organizations for a possible new park at Blackhawk.
 - b. IGA – Mohawk is still in preparation.
 - c. IGA Fenton HS – Ongoing.
 - d. Breiter Palm: Construction continues in the spring; lighting has been turned on, new light shields have limited the light spill to the parking lot as designed.

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- e. Finance: bids documents are being prepared for grass cutting and landscaping services.
 - f. Information Technology: Paycom continues to move forward with our second payroll.
 - g. Information Technology: Online registration is moving forward as scheduled for implementation.
 - h. White Pines: Alta and Topography surveys completed and are being reviewed.
 - i. Maintenance: the truck damaged by theft and a resultant accident has been replaced.
3. KaBoom Video: The confirmation of the District's intent to continue with the project was communicated by a video response involving Wood Dale officials, Bensenville president and Rich Johnson.
4. Maintenance:
- a. Holiday lighting has been removed for the season.
 - b. HVAC units continue to require maintenance regularly.
 - c. Interviews to fill vacancies are ongoing.
5. Facility Management:
- a. The 2nd floor storage room is almost complete, the District is still waiting on the doors.
 - b. Table/Chair Inventory has been completed and will be done on a regular basis.
 - c. Art Room is complete, storage cabinets are being installed in preparation for classes.
 - d. The District has received a quote for \$1800 to repair a broken basketball hoop.
 - e. Office Furniture for the lower level administrative office is being quoted out. A majority of the office furniture pieces are no longer operable and/or broken.

7. Special Services:

- a. DuPage County presentation of American Rescue Plan Act is scheduled for February 17th.
- b. The District's Safety Manual has been submitted for approval to PDRMA.
- c. Sexual harassment Training, In-person is being scheduled

8. Marketing:

- a. Press Releases have been reported in the Independent and Daily Herald.
- b. February Bville Buzz is completed.

9. Recreation:

- a. The Sweetheart Ball was a great event, sold out.
- b. Basketball league play is going well.
- c. Pool preparation is ongoing. New windows have been installed and enhanced landscaping is underway.

9. Action Items

A. Approval of Director's Contract

Commissioner Snyder moved, seconded by Commissioner Gibbs to approve the contract with the Executive Director.

In discussion, Board attorney Dickson informed the Board of the material terms set forth in the contract amendment.

President Johnson commented that the approved bonus was for the additional responsibilities that Mr. Vallez has assumed relative to White Pines. He also commended Mr. Vallez for the professionalism brought to the District, and to the intergovernmental cooperation that exists under this leadership.

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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.

B. Board Approval Not To Exceed \$80,000 for Sports facility assessment by “The Sports Facility Advisory” Group

Commissioner Gibbs moved, seconded by Commissioner Snyder to approve a contract with the Sports Facility Advisory Group, in an amount not to exceed \$80,000 for a sports facility assessment.

In discussion, Mr. Vallez informed the Board that the contract would provide for an assessment of need for sports facilities in the District, with a 5-year forecast and 20-year outlook, and will include an economic impact analysis. He reported that the DuPage Convention and Visitors Bureau has agreed to pay \$10,000 and the Village has agreed to pay \$10,000 for the analysis.

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 White Pines Alternative Uses

Mr. Vallez discussed in general the alternative uses to which the White Pines property could be put, the discussion of which will be aided by the sports facility analysis. The potential sale of a portion of the golf course could generate as much as \$100 million which monies could be used rehabilitate or change the existing course, provide for a new pool and other uses. The District is working on a conceptual site plan to share with the Village

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to show possible uses of the White Pines property as the Village will have zoning approval.

Commissioner Gibbs moved, seconded by Commissioner Karg to table consideration of the alternative uses of White Pines, pending additional information.

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.

10. New Business

Mr. Vallez reported that the District is working with SB Friedman on a request for proposals for the sale of a portion of the golf course.

11. Old Business

Discussion ensued relative to the sale of the Redmond lots. The Board's attorney will review the status of the lots, relative to whether an appraisal was conducted.

Mr. Vallez stated he will be presenting public forum dates for consideration.

He also informed the Board that the DuPage Convention and Visitors Bureau will send a representative to the next meeting.

12. Closed Session

President Johnson announced there was no need for an executive session.

13. Adjourn

It was moved by Commissioner Snyder, seconded by Commissioner Gibbs, to adjourn.

On a roll call vote:

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<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