

Minutes of the May 21, 2020 Regular Board Meeting

THE REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS of the Park District of Forest Park, Cook County, Illinois was held Via Zoom.com, at 6:00 p.m. on May 21, 2020.

ROLL CALL: Commissioner Sansone chaired the meeting. Commissioners Doss, Entler, McDermott and Walsh answered present. (Remote) Also present were Director/Secretary Jackie Iovinelli, Business Manager Jeff Murphy, Recreation Supervisor Rachell Entler, Facility and Athletic Manager Andrew Doss, Recreation Supervisor Danette Krajewski and Communication and Marketing Manager Adam Cumbee. Audience Members: Maria Maxim, Forest Park Review.

APPROVAL OF AGENDA: Motion was made by Commissioner Walsh, seconded by Commissioner Doss to approve the agenda. Roll Call: Ayes: Commissioners Doss, Entler, McDermott, Walsh and Sansone; Nays: None. Absent Commissioner McDermott.

Regular Board Meeting Minutes May 7, 2020

Motion was made by Commissioner McDermott, seconded by Commissioner Entler to approve the minutes of the May 7, 2020 Regular Board Meeting. Roll Call: Ayes: Commissioner Doss, Commissioner Entler, Commissioner McDermott, Commissioner Walsh and Commissioner Sansone; Nays: None.

Correspondence: Director Iovinelli emailed a correspondence from WSSRA.

Public Comment: None

Financial Report:

Treasurer Jeff Murphy updated the board, disbursements included standard monthly bills.

Motion was made by Commissioner Entler, seconded by Commissioner Walsh to approve the disbursements for May 2020 totaling \$8,416.34.

Roll Call: Ayes: Commissioner Doss, Commissioner Entler, Commissioner McDermott, Commissioner Walsh and Commissioner Sansone; Nays: None.

Motion was made by Commissioner Walsh, seconded by Commissioner Doss to accept the financial statements for the close of April 2020.

Roll Call: Ayes: Commissioner Doss, Commissioner Entler, Commissioner McDermott, Commissioner Walsh and Commissioner Sansone; Nays: None.

Other Matters for Discussion.

Business Manager Murphy discussed the Audit meetings held. We received a proposal from Sikitch Auditing firm.

Maintenance Report

Director Iovinelli review the submitted report.

The parking lot is closed for the seal coating. Project will be completed by Friday.

We took ownership of the Roos back from the Village for a quarantine location.

Maintenance staff are back at full force this week.

Recreation Report

Recreation Supervisor Krajewski discussed the day camp survey. Also discussed starting day camp following phase 3 guidelines. She discussed the increased in cost of summer camp based on the limited number of campers in group. All field trips are canceled.

Commissioner McDermott asked if the cost increase included minimum wage increase.

Recreation Supervisor Krajewski review the rest of her report.

Facility and Athletic Manager Doss discussed athletic programs for youth and adult outdoor classes following the Phase 3 guidelines.

Commissioner Walsh asked if it was the Roos staff instructing the classes. Andrew added all instructors are current instructors or Roos staff.

Recreation Supervisor Entler discussed the offering of dance classes.

The All school picnic pack was a great offering for the students. All positive feedback.

Director Iovinelli added the recreation phase plan was added as part of the report.

Commissioner Doss asked about what we can open on May 29, Phase 3. We will discuss in new business.

Communication and Marketing Manager

Communication and Marketing Manager Cumbee reviewed his report. Added offering surveys and continuing to engage the community.

Commissioner Entler asked about the esports survey.

Business Report

Business Manager Murphy reviewed his report.

Report includes costs related to the COVID-19. We are improving our purchase request process. We are finalizing direct deposit. We are finalizing the new phone system installation.

Director's Report

Director Iovinelli reviewed her report. Staff are working on the budget. We are planning to host the budget and appropriation hearing when we can meet in person.

Commissioner Doss asked if we are prepared with PPE. Director Iovinelli responded with what supplies we obtained, and staff are internally making mask. If staff returning do not have mask, we will provide.

Illinois Association of Park Districts Report: None

Unfinished Business:

Personnel Policy Manual – Andrew Paine our attorney is reviewing and making any updates and changes. Once reviewed the Board will have a chance to review. We look forward to presenting and approving the final version.

New Business:

Aquatic Center Season 2020:

Recreation Supervisor Entler began the discussion reviewing the information provided to the Board.

Director Iovinelli also emailed questions in regard to the report the Board received.

Director Iovinelli reiterated with guidelines, being fiscally responsible and being safe it is not in the best interest to open the pool for the 2020 season.

Commissioner Sansone agreed it is not safe to operate the pool this season.

Commissioner Entler agrees it is too much of a risk for when it comes to the safety of our patrons and staff.

Commissioner McDermott agrees and looks forward to what kind of updates and projects we can make to the pool during this time.

Commissioner Doss agrees that is the right decision at this time.

Commissioner Sansone agrees we cannot provide the safety to our staff and patrons and no pool in 2020.

Commissioner McDermott asked if we would contact pool staff before the decision to put out to the public.

Recreation Supervisor Entler will contact pool staff in the next 24 hours. We are also going to ask if staff are interested in working in other areas of the Park District.

Director Iovinelli will talk with Maria from the review. And will reach out to the village.

Fourth of July

Recreation Supervisor Entler discuss the fireworks contract details. Staff discussed having the event later or extending the contract. We also have two band contracts. We are looking to offering those later.

We are looking to decide to cancel.

Director Iovinelli added overloading the police at this point

Commissioner Sansone proposed we cancel the event for this year.

Commissioner Doss suggested we extend the contract another year instead of putting later in the year.

Commissioner Walsh discussed what other towns are doing. Unfortunately, we do not have the space to do certain options.

Recreation Supervisor Entler determined based on our area having the fireworks would create congregating. This would make it unsafe for our residents.

Commissioner Sansone ask for further comments.

Billboard Update

Director Iovinelli let the Board know we received our May rent. This would be the first month they did not want to pay. We will keep the Board updated as things change.

Day Camp

Recreation Supervisor discussed the timeline of camp. Also discussed how we can hold camp while following guidelines. Camp will start June 15.

Director Iovinelli discussed the fees and how the guidelines will affect our expenses. Director Iovinelli requested to subsidize a portion of the fee for residents.

Commissioner Doss agreed and all for a fee subsidy.

Commissioner Entler mentioned our other areas of saving.

Recreation Supervisor Krajewski thanked the Board. Families will appreciate the savings.

Commissioner Walsh asked if we spoke with the village about using the pocket parks.

Director Iovinelli let the board know we cannot do day camp because they need shelter. But we could use those spaces for pop up programs.

Other Matters of Discussion

WSSRA notified us they are not offering in-person camp this summer

Tennis Courts, In-line skate park and Skate park will open on Friday, May 29, in phase 3. Rules will be posted.

Commissioner Doss if we will have park security to enforce rules.

Commissioner Doss asked if we can open the park main gate. Board agreed to open the gate on May 29.

Commissioner Walsh asked if I could reach out to Mike Hill about Soccer.

Commissioner Entler asked if we could get a sign the shows what is open and closed.

Commissioner Sansone asked if we were meeting in person.

Public Comment: None

Motion was made by Commissioner Doss, seconded by Commissioner Entler to adjourn the meeting at 7:21 p.m.

Submitted by: _____ Secretary

Approved by: _____ Board of Commissioners

Approved by: _____ Board of Commissioners

Date: _____