

Minutes of the June 25, 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 June 25, 2020.

ROLL CALL: Commissioner Sansone chaired the meeting. Commissioners Doss, Entler, McDermott and Walsh answered present (Admin Building 3rd floor). Also present (Admin Building 3rd floor) were Director/Secretary Jackie Iovinelli, Business Manager Jeff Murphy, Recreation Supervisor Rachell Entler, Facility and Athletic Manager Andrew Doss, Recreation Supervisor Danette Krajewski (Remote), Ryan Russ Interim Superintendent of Parks and Communication and Marketing Manager Adam Cumbee.
Audience Members: None

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

Regular Board Meeting Minutes June 4, 2020

Motion was made by Commissioner Doss, seconded by Commissioner Walsh to approve the minutes of the June 4, 2020 Regular Board Meeting. Roll Call: Ayes: Commissioner Doss, Commissioner Entler, Commissioner McDermott, Commissioner Walsh and Commissioner Sansone; Nays: None.

Correspondence: Director Iovinelli will continue to email any correspondence. None at this time.

Public Comment: None

Financial Report:

Treasurer Jeff Murphy discussed current disbursements. Jeff mentioned the deposit for Mad Bomber for cancelling the Fireworks. We did not lose any money they will apply it to next year's show. He also mentioned refunds were high because we refunded all day camp participants.

Motion was made by Commissioner Walsh, seconded by Commissioner Entler to approve the disbursements for May and June 2020.

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

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

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

Business Manager Murphy mentioned the closed of the month the revenue is low because of COVID – 19. With no pool passes and day camp revenue is low. But we should anticipate tax receipts in July.

Maintenance Report

Interim Superintendent of Parks Ryan Russ review his submitted report.

He added the soccer field was repaired and groomed this week and will open on Friday.

Commissioner Walsh asked how many total seasonal staff do we typically have each summer. Ryan responded with typically a total of 12 seasonal staff in the summer. We currently have 2.

Commissioner Entler asked about park rentals. Director Iovinelli responded with a meeting took place and we discussed rental spaces. Once the bathrooms are operating and following guidelines we can begin rentals.

Commissioner Entler Asked why we have not opened our playgrounds yet. Director Iovinelli responded with we continue to follow the Governor order. Until the guidelines allow, we will open.

Recreation Report

Recreation Supervisor Entler discussed her submitted report. She added we raised \$350 for the Food Pantry from the 3K Go the Social Distance race.

Recreation Supervisor Entler discussed Recreation Supervisor Krajewski' s submitted report. She added we had over 1,000 views for the salsa virtual class. Commissioner Sansone asked if we were charging for the movie. She responded no and it is for residents only.

Facility and Athletic Supervisor Doss reviewed his submitted report. He added staff will begin reorganizing the Roos fitness equipment to accommodate the guidelines. Commissioner Sansone asked what precautions need to be made for members to work out. Andrew discuss the Phase 4 guidelines. Commissioner Sansone asked about a partition for the front desk staff. Andrew mentioned we are not we are only having one staff member at the desk at a time. Commissioner Doss asked about the showers being open. Ryan said the guidelines they can be opened but staff will revisit that option. Commissioner Entler asked about how we can socially distance in the showers.

Communication and Marketing Manager

Communication and Marketing Manager Cumbee reviewed his submitted report. Commissioner Entler asked if we are naming our new mascot the fox rooming the park.

Business Report

Business Manager Murphy reviewed his submitted report. Jeff answer Commissioner Entler's question about the refunds. He details in his report about how the COVID-19 are affecting the financials. Commissioner Entler wanted to make sure staff feel comfortable and safe. Jeff responded with what measures we have taken.

Director's Report

Director Iovinelli reviewed her submitted report. She added staff are reviewing Phase 4 guidelines. A letter updating the residents will be sent out tomorrow.

Illinois Association of Park District Report. Commissioner Entler had nothing at this time. Will be attending next month's meeting, July 22.

Unfinished Business:

Admin Building North and West Wall Project

A motion was made by Commissioner Walsh and seconded by Commissioner Entler to approve the contract with the Garland Company for the Admin Building Masonry work on the North and West wall not to exceed \$270,000, the Roofing/Veranda repair/replace work not to exceed \$100,000 and the Slate Roofing Maintenance not to exceed \$15,000.

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

Commissioner Entler asked if Garland is being paid by us.

New Business:

No Glove National Softball Tournament

Director Iovinelli submitted a memo to the Board summarizing the staff’s meeting to discuss the possibility of a tournament.

A discussion took place.

Commissioner Doss Mentioned he does not believe the players will follow guidelines.

Commissioner Entler added staff will be overwhelmed with dealing with the crowds.

Commissioner Doss mentioned what are planning to do smaller tournaments is a good idea.

Commissioner Walsh would like to try and postpone the event.

Andrew Doss mentioned other tournaments being played in by our players and they are not following any guidelines. And then we would bring it back to our community is not safe.

Rachell added the event side would not look the same. Or even have an event area at all.

Commissioner Sansone said it is not our tournament if we try to follow the guidelines.

Director Iovinelli mentioned we are trying to put together merchandise for purchase. Rachell added we have a logo and we can work with a company.

The board agreed to not host the tournament for 2020.

2020/2021 Fiscal year Operating Budget Presentation

Director Iovinelli presented the Board with the proposed 2020-2021 fiscal year budget and answered any questions.

She mentioned following as true to revenue and expenses based on the current COVID-19 pandemic.

Commissioner Entler asked about the parking revenue.

Commissioner Entler asked about our accounting services line item and if there is enough. Jeff mention that is separate from the auditing services.

Commissioner Doss asked where we are at with Maintenance staff and Ryan’s position. We will discuss at the next board meeting.

Commissioner Entler asked about the tree services.

Commissioner Entler asked about an exchange program for our maintenance equipment.

Commissioner Entler asked about making the Roos an Enterprise Fund.

Other Matters of Discussion

Commissioner Sansone would like to do the Director evaluation at the August meeting.

Public Comment: None

Motion was made by Commissioner Doss, seconded by Commissioner Entler to adjourn the meeting at 7:46 p.m.

Submitted by: _____ Secretary

Approved by: _____ Board of Commissioners

Approved by: _____ Board of Commissioners

Date: _____