

**MINUTES OF THE VIRTUAL MEETING OF THE STREAMWOOD
PARK DISTRICT BOARD OF COMMISSIONERS HELD ON
APRIL 21, 2020 VIA ZOOM**

I. CALL TO ORDER/ROLL CALL

President Wright called the meeting to order at 7:08 p.m. Present were Commissioners Rick Brogan, Adriana Armstrong and Raees Yawer, along with Executive Director Jeff Janda, Superintendent of Parks and Planning Ian Pickett, Superintendent of Recreation Steve Muenz, Administrative Assistant Elizabeth Sampson and Finance Manager Sherri Harry.

Commissioner Richard Janiec was absent.

President Wright would like to entertain a motion to excuse Commissioner Janiec from the Board meeting tonight as he is mourning the death of his brother and we all want to pass on our condolences to him and his family.

Commissioner Brogan moved approval of Commissioner Janiec to be excused from the Board meeting tonight and Commissioner Armstrong seconded the motion. A voice vote was unanimous for approval; motion carried.

II. PLEDGE OF ALLEGIANCE

III. INTRODUCTION OF GUESTS

None.

IV. TOPICS FROM THE FLOOR

None.

V. APPROVAL OF THE AGENDA

Commissioner Brogan moved approval of the agenda as presented and Commissioner Yawer seconded the motion. A voice vote was unanimous for approval; motion carried.

VI. FINANCE REPORT

A. Monthly Expenditures/Payroll

There were no questions of comments.

B. Tentative 2020/2021 Budget and Appropriation Ordinance 2020-04-01-0

Executive Director Janda requested that the Board authorize the posting of a copy of the Tentative 2020/2021 Budget and Appropriation Ordinance for public inspection. He stated that the Tentative 2020/2021 Budget and Appropriation Ordinance is subject to revision and will be revised before the final adoption in July as recommended by our attorney in response to the numerous unknown factors related to the Covid-19 pandemic.

Commissioner Brogan authorized the posting of the Tentative 2020/2021 Budget and Appropriation: Ordinance 2020-04-01-O and Commissioner Yawer seconded the motion. Vote on the motion:

Commissioner Brogan – Aye
Commissioner Janiec – Absent
President Wright – Aye

Commissioner Armstrong – Aye
Commissioner Yawer – Aye

Motion carried.

VII. POLICY AND PLANNING

A. Adoption Resolution 2020-04-01-R Adopting Temporary Rules for Public Comment During the Governor’s Declaration of Emergency

Executive Director Janda stated that as the current events related to the Covid-19 pandemic have caused social distancing, Stay at Home Orders, the executive orders have been modified to the Open Meetings Act to allow governmental meetings where members can attend virtually. He said that the Board is recommended to adopt temporary public participation rules for upcoming meetings that may continue to be required to be held virtually.

Commissioner Yawer moved approval of the Adoption Resolution 2020-04-01-R: Adopting Temporary Rules for Public Comment during the Governor’s Declaration of Emergency. Commissioner Brogan seconded the motion. Vote on the motion:

Commissioner Brogan – Aye
Commissioner Janiec – Absent
President Wright - Aye

Commissioner Armstrong – Aye
Commissioner Yawer – Aye

Motion carried.

VIII. APPROVAL OF THE CONSENT AGENDA

Approval of:

- A.** Minutes of the Regular Board meeting on March 24, 2020;
- B.** March 2020 Financial Reports;
- C.** March 17 – April 15, 2020 expenditures totaling \$118,189.27;
- D.** IMRF payment totaling \$18,968.96;
- E.** P-Card purchases paid in March 2020 totaling \$11,800.91;
- F.** March 13, 2020 and March 27, 2020 payroll and payroll taxes totaling \$173,000.01.

Commissioner Brogan moved approval of the consent agenda and Commissioner Yawer seconded the motion. Vote on the motion:

Commissioner Brogan – Aye
Commissioner Janiec – Absent
President Wright – Aye

Commissioner Armstrong – Aye
Commissioner Yawer – Aye

Motion carried.

IX. CORRESPONDENCE

Commissioner Armstrong asked if we received any correspondence by the residents and Executive Director Janda responded that we had not received any correspondence by residents although he stated that some employees thanked us for paying them for two weeks and for all the information we have been sending them.

X. DEPARTMENTS & DIRECTOR'S REPORT

- A. Executive Director Janda stated that the crisis staff have virtual weekly meetings.
- B. Executive Director Janda informed the Board that we have masks, gloves and hand sanitizers.
- C. Executive Director Janda said that he has been evaluating staff needs weekly.
- D. Executive Director Janda said that as of today we had 43 unemployment claims.
- E. Executive Director Janda noted that we have a savings in payroll and still bringing in some revenue. He said that PDRMA sent us a check out of the property casualty line item in the amount of a little over \$9,000 and rent checks from Little Creek Stable and Sherman Hospital which all three totaled about \$15,000.
- F. Executive Director Janda said that everyone should have received the amended copy of the budget he sent out this morning.
- G. Executive Director Janda stated that Governor Pritzler is saying that we will be closed to at least the middle of May.
- H. Executive Director Janda said that he has been working on the SWAT analysis.
- I. Executive Director Janda said that he has weekly virtual meetings with NWSRA Directors and is in contact with the Village Manager every other week.
- J. Executive Director Janda said that the marketing people are sending weekly updates to everyone.
- K. Executive Director Janda informed the Board that we renewed the fire alarm contract and we will be receiving a 10% discount for the next 5 years.
- L. Executive Director Janda said that Commissioners' Park pre-construction meeting was held and now the contracts were sent to the attorney for approval.
- M. Executive Director Janda said that the staff thanked us for extending the EAP to all part-time employees.

Commissioner Brogan asked if we were keeping up with the unemployment claims and Executive Director Janda said we were.

XI. COMMISSIONERS' REPORTS

- A. Commissioner Yawer said that she hopes everyone stays home and to stay safe.

- B. Commissioner Brogan said that he heard gyms might be able to open and was wondering if that would include us. Executive Director Janda said that he would have to look more into that.
President Wright didn't think we could open the gym until late summer or early fall.
- C. Commissioner Brogan asked if we were keeping in contact with the employees and Executive Director Janda said that we have been sending them weekly emails.

XII. PRESIDENT'S REPORT

- A. President Wright said that people are very impressed with our facebook updates and especially with our Covid-19 information.
- B. President Wright wanted to send prayers and condolences to Commissioner Janiec as he knows how tough it is to lose a family member.

XIII. UNFINISHED BUSINESS

None.

XIV. NEW BUSINESS

None.

XV. ADJOURNMENT

At 7: 24 p.m., Commissioner Yawer moved to adjourn and the motion was seconded by Commissioner Armstrong. A voice vote was unanimous for approval; motion carried.

Signed: *Sherri Harry*
Sherri Harry, Secretary

Attest: *William H. Wright*
William H. Wright, President