

**MINUTES OF THE REGULAR MEETING OF THE STREAMWOOD
PARK DISTRICT BOARD OF COMMISSIONERS HELD VIA
ZOOM ON JULY 28, 2020**

The meeting was conducted by audio or video conference without a physically present quorum of the Streamwood Park District Board of Commissioners because of a disaster declaration related to Covid-19 public health concerns affecting the jurisdiction of the Park District. President Wright had determined that an in-person meeting at the Hoosier Grove Barn, 700 W. Irving Park Road, with all participants is not practical or prudent because of the disaster. Commissioner Richard Janiec and Executive Director Jeff Janda were physically present at Hoosier Grove Barn, 700 W. Irving Park Road, but the other Commissioners and staff were not physically present. Physical public attendance at the Hoosier Grove Barn, 700 W. Irving Park Road, may be limited or not feasible so alternative arrangements for public access to hear the meeting were available. The meeting was also audio or video recorded and made available to the public as provided by law.

I. CALL TO ORDER/ROLL CALL

President Wright called the meeting to order at 7:02 p.m. Present were Commissioners Rick Brogan, Richard Janiec, Adriana Armstrong and Raees Yawer, along with Executive Director Jeff Janda, Superintendent of Parks & Planning Ian Pickett, Superintendent of Recreation Steve Muenz, Executive Assistant Elizabeth Sampson and Finance Manager Sherri Harry.

II. CONFIRMATION THAT ALL PARTICIPANTS CAN HEAR ONE ANOTHER

President Wright confirmed that all participants could hear one another.

III. PLEDGE OF ALLEGIANCE

IV. INTRODUCTION OF GUESTS

None.

V. TOPICS FROM THE FLOOR

None.

VI. APPROVAL OF THE AGENDA

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

VII. FINANCE REPORT

A. Monthly Expenditures/Payroll

There were no questions or comments.

B. 2020 Combined Annual Budget & Appropriations Ordinance 2020-04-1-O

Executive Director Janda explained to the Board of Commissioners that he updated this Ordinance with the final numbers although he will have to monitor the revenues as we go because of the uncertain times we are experiencing.

Commissioner Armstrong asked if there have been any public comments which Executive Director Janda responded that he has not heard from anyone.

C. 2021 NWSRA Annual Assessment

There were no questions or comments.

D. 2020 Bond Issue Timeline – Overview

Executive Director Janda stated that he will be asking Kevin O’Kelly of Raymond James to attend our next Board meeting to discuss our annual G.O. Limited Bond issuance for the Streamwood Park District.

VIII. Policy and Planning Report

A. Public Assembly Policy Resolution 2020-07-01-R

Commissioner Armstrong stated that she was concerned about this Resolution and wondered why we needed it.

Commissioner Brogan stated that this policy was basically for planning if people wanted to assemble and about safety issues.

Executive Director Janda explained that before this we had nothing and it just really serves as a guide.

Commissioner Armstrong said she was not in favor of passing this Resolution right now.

Commissioner Brogan said that he agreed with Commissioner Armstrong and that we cannot stop people from doing what they want to.

President Wright felt that although we would not stop people we could at least provide some security for them.

IX. APPROVAL OF THE CONSENT AGENDA

Approval of:

- A.** Minutes of the Regular Board meeting on June 23, 2020;
- B.** Minutes of a Public Hearing for the 2020-2021 Budget & Appropriations Ordinance on June 23, 2020;
- C.** June, 2020 Financial Reports;
- D.** June 13, 2020 – July 17, 2020 expenditures totaling \$294,157.21;
- E.** IMRF payment totaling \$13,247.62;
- F.** P-Card purchases paid in June, 2020 totaling \$9,594.41;
- G.** June 5, 2020 and June 19, 2020 payroll and payroll taxes totaling \$65,879.04;
- H.** June 1, 2020 – Bond Interest Payment Series 2017 - \$23,925.00;
- I.** June 1, 2020 – Bond Interest Payment Series 2019 - \$17,050.32.

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

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

Commissioner Armstrong – Aye
Commissioner Yawer – Aye

Motion carried.

X. CORRESPONDENCE

Commissioner Yawer mentioned that she received an email from a couple stating there are people at Park Place not wearing a mask.

Executive Director Janda said that he has already addressed that issue.

XI. DEPARTMENT & DIRECTOR'S REPORT

- A.** Executive Director Janda informed the Board that the pool, fitness room, and competitive sports have begun under Phase 4 guidelines on June 29th. We are now averaging about 100 -120 users per day at Park Place Family Recreation Center Facility.
- B.** Executive Director Janda said that we have had a few complaints regarding Phase 4 guidelines and we are monitoring the overall situation and adjusting as needed.
- C.** Executive Director Janda said that additional plastic barriers are being researched for the Fitness Center to help separate the users and that staff is also working to educate users to the guidelines and District expectations.
- D.** Executive Director Janda said that Day Camp began under Phase 4 guidelines on July 6th and is being held on the Hoosier Grove Barn campus with about 15 children.
- E.** Executive Director Janda stated that Hoosier Grove Barn staff has updated event procedures after the first wedding since Covid-19 pandemic began.
- F.** Executive Director Janda said that all PPE remain in place with all precautions at all staffed facilities.
- G.** Executive Director Janda stated that staff continues planning for fall and winter programming while updating current virtual program offerings as well.
- H.** Executive Director Janda informed the Board that Starlites dance auditions were held and there are 15 girls enrolled, field rentals for tournaments have resumed, Hoosier Grove Barn rentals and events are being rescheduled and new events continue to be booked and shelter rentals have resumed.
- I.** Executive Director Janda said that all athletic fields are being prepped for weekly rentals, port-a-potties and hand washing station have been placed at Rahlfs Woods.
- M.** Executive Director Janda said that staff has inspected Dolphin Park to identify repairs/maintenance needed as a follow up from the meeting with Streamwood Little League.
- N.** Executive Director Janda gave an update on Commissioners' Park which included the first drone footage by Eric Lee Wilson and the footage will be continued weekly and compiled into one 3-minute video at the project's completion, staff received basketball, tennis and baggo amenities for the Park and staff attended weekly meetings with Integral and Hitchcock regarding Commissioners' Park.
- O.** Executive Director Janda informed the Board that staffs other projects were picking up auction items and storing them in Community Center, there was a meeting regarding updating renovation plans at the Community Center, there is interest from the Village of Streamwood's Public Works Department for a shared marque sign along Bartlett Road, we received fencing quotes to replace fencing damaged by Little Creek Farm and received fence quote for Ridge barrier fence.
- P.** Executive Director Janda said that July is National Parks & Recreation month and staff pictures have been posted to social media highlighting their roles within the District.
- Q.** Executive Director Janda said that marketing has been busy planning and editing the virtual Fall Program guide, updating the Streamwood Parks map, Covid-19 related signage is being designed and printed as needed, general website updates and website redesign proposals are being evaluated and references on the firms are being checked.
- R.** Executive Director Janda said that the initial marketing implementations plan draft has been updated and submitted to Administration for review and Marketing staff will be meeting with PRO's Consulting and Recreation Administration in the near future.

- S. Executive Director Janda said that marketing efforts are showing positive results as documented by Facebook Analytics.
- T. Executive Director Janda stated that payroll is still averaging 50% of “normal” payroll due to furloughs and that the audit process has started and is using a different format as the Covid-19 pandemic limits on-site audit work.
- U. Executive Director Janda said that Executive Secretary Sampson and Superintendent of Parks & Planning Pickett updated the required ICW and PRAQ sections on Illinois Governmental Accountability and Transparency Act portal.
- V. Executive Director Janda informed the Board that the Build Illinois Grants have not been awarded yet and that we are in the position to be able to start within 90 days should the District be awarded a Fast Track grant.

XII. COMMISSIONERS' REPORT

- A. Commissioner Armstrong asked if we were still not allowed to meet at Hoosier Grove Barn?
- B. President Wright responded that people just don't feel comfortable meeting there yet.
- C. Commissioners Brogan and Yawer both agreed that we should continue doing Zoom meetings.

XIII. PRESIDENT'S REPORT

- A. President Wright thanked Executive Director Janda and Park District staff for coming out to help with the Alignment for Collaborative Education program which provided bag lunches and reading education material for 192 children of U-46 students and families. He said that the program has been extended for another three weeks due to the delayed start of school.

XIV. UNFINISHED BUSINESS

There was no unfinished business.

XV. NEW BUSINESS

A. Discussion and Consideration of Ordinance 2020-04-1-O: Combined Annual Budget & Appropriations Ordinance

Commissioner Janiec moved approval of Ordinance 2020-04-1-O: Combined Annual Budget & Appropriations and Commissioner Brogan seconded the motion. Vote on the motion:

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

Commissioner Armstrong – Aye
 Commissioner Yawer – Aye

Motion carried.

B. Discussion and Consideration of Resolution 2020-07-01-R: Resolution Creating a Public Assembly Policy and Procedures

Commissioner Armstrong moved to table this resolution until the August Board meeting and Commissioner Yawer seconded the motion. Vote on the motion:

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

Commissioner Armstrong – Aye
 Commissioner Yawer – Aye

Motion carried.

C. Discussion and Consideration of Resolution 2020-07-02: Resolution Ratifying the Streamwood Park District's 2021 Assessment to NWSRA in the amount of \$180,706.90

Commissioner Yawer moved approval of Resolution 2020-07-02: Resolution ratifying the Streamwood Park District's 2021 Assessment to NWSRA in the amount of \$180,706.90 and Commissioner Janiec seconded the motion. Vote on the motion:

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

Commissioner Armstrong – Aye
Commissioner Yawer – Aye

Motion carried.

XVI. ADJOURNMENT

At 7: 44 p.m., Commissioner Janiec moved approval to adjourn and the motion was seconded by Commissioner Yawer. A voice vote was unanimous for approval; motion carried.

Approved: August 18, 2020

Signed: _____

Sherri Harry
Sherri Harry, Secretary

Attest: _____

William H. Wright
William H. Wright, President