

**MINUTES OF THE REGULAR MEETING OF THE STREAMWOOD
PARK DISTRICT BOARD OF COMMISSIONERS HELD VIA
ZOOM ON TUESDAY, JANUARY 26, 2021**

The meeting will be 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 has 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. Commissioners, the Executive Director, Staff and chief legal counsel will not all be physically present at the Hoosier Grove Barn, 700 W. Irving Park Road, due to the disaster. 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 are available. The meeting will also be audio or video recorded and made available to the public as provided by law.

CALL TO ORDER/ROLL CALL

President Wright called the meeting to order at 7:00 p.m. Present were Commissioners Adriana Armstrong, Rick Brogan, Richard Janiec and Raees Yawer, along with staff members Executive Director Jeff Janda, Superintendent of Parks & Planning Ian Pickett, Superintendent of Recreation Steve Muenz, Executive Assistant Elizabeth Sampson and Finance Manager Sherri Harry.

CONFIRMATION THAT ALL PARTICIPANTS CAN HEAR ONE ANOTHER

President Wright confirmed with everyone that they were all able to hear one another.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

INTRODUCTION OF GUESTS

Resident Larry Piekarz was on the Zoom call.

EMPLOYEE RECOGNITION

Executive Director Janda recognized and congratulated the following employees who are celebrating service milestones as a part of the Streamwood Park District team:

- Eileen Dohe – Early Childhood-Youth – 30 years
- David Arias – Fitness – 15 years
- John Mellenthin – Athletics – 5 years
- Magdiel Perez – Athletics – 5 years
- Cynthia Randel – Memberships – 5 years
- Bethanie Block – Fitness – 5 years
- Robin Unthank – Memberships – 5 years

President Wright asked Executive Director Janda to please pass on the Boards' congratulations and thank them for all the good work they do.

TOPICS FROM THE FLOOR

None.

APPROVAL OF AGENDA

Commissioner Yawer moved approval of the agenda as presented and Commissioner Janiec seconded the motion.

A voice vote was unanimous for approval; motion carried.

FINANCE REPORT

A. Little Creek Operator Agreement

There were no questions or comments.

B. Purchase and Installation of Security Camera System for Commissioners' Park through Joint Purchasing Program

Commissioner Armstrong asked if the camera would have helped the other day when we had that fire and Executive Director Janda responded that it would and that the police will also have access to it.

C. Approval to Let Out for Public Sealed Bid Custodial Services for Various Locations Throughout the District

There were no questions or comments.

POLICY AND PLANNING REPORT

A. Resolution 2021-01-R: Amending Full-Time Salary Ranges

Executive Director Janda stated that it appears that the last time full-time salary ranges were fully reviewed was in 2012 which has led to long tenured employees' wages being out of range and doesn't reflect the market value. He said that salary ranges need to be reviewed every few years in order to maintain competitive to retain and reward great employees.

Commissioner Armstrong asked if it was for all full-time positions and Executive Director Janda said yes it was for all full-time positions.

B. Extension of Families First Coronavirus Response Act (FFCRA or Act) Benefits that Expired on 12/31/2020 to Allow Staff to Carry Forward Unused FFCRA Days (up to 10 paid days) that for Covid-19 Sick Days Until 03/31/2021

Executive Director Janda informed the Board that as of December 31, 2020 none of the employees have requested this benefit.

C. Request to Deny Village of Streamwood Use of Hoosier Grove Park for Summer Celebration in 2021 Due to Covid-19 Related Concerns

President Wright stated that he had talked to some people, including two mayors, and they all felt that they are going to have to wait until May to see what, if any, summer activities they will be able to have. President Wright said that they all feel more data is needed and he agrees with them.

Commissioner Brogan said that he agrees with President Wright and that if it not safe by May we will not be able to have the Summer Celebration event. He also said that it might be a good idea for everyone involved to have a meeting in the future and discuss the event.

Commissioners Armstrong and Yawer also agreed that it was too soon to make a final decision and that we should wait until May to decide.

Commissioner Janiec said he brought it up because the Summer Celebration meeting for February was cancelled and a decision will have to be made by May as there is a lot of planning that goes into this event.

This agenda item will be deferred until a later date.

APPROVAL OF THE CONSENT AGENDA

Approval of:

- A. Minutes of the Regular Board meeting on November 17, 2020;
- B. November, 2020 Financial Reports;
- C. November 6, 2020 – December 6, 2020 expenditures totaling \$948,443.61;
- D. IMRF payment totaling \$14,687.96;
- E. P-Card purchases paid in November, 2020 totaling \$8,371.15;
- F. November 6, 2020 and November 20, 2020 payroll and payroll taxes totaling \$120,810.31;
- G. November 27, 2020 – G.O. Series 2017 – Principal - \$775,000.00 and Interest - \$23,925.00;
- H. November 27, 2020 – G.O. Series 2018 – Principal - \$484,000 and Interest - \$13,160.25;
- I. November 27, 2020 – G.O. Series 2019 – Principal - \$204,000.00 and Interest - \$15,044.40;
- J. December, 2020 Financial Reports;
- K. December 7, 2020 – January 7, 2021 expenditures totaling \$277,013.31;
- L. IMRF payment totaling \$22,436.98;
- M. P-Card purchases paid in December, 2020 totaling \$8,317.35;
- N. December 4, 2020, December 18, 2020 and December 31, 2020 payroll and payroll taxes totaling \$173,534.88;
- O. Acceptance of and Concurrence with Streamwood Little League Affiliation Agreement;
- P. The Streamwood Park District did not have any Closed Sessions Meetings for the period July, 2020 – December, 2020. Previous minutes pertaining to personnel are recommended to remain closed at this time.

Commissioner Brogan moved approval of the consent agenda and the motion was seconded by Commissioner Janiec. Vote on the motion:

Commissioner Armstrong – Aye
Commissioner Janiec – Aye
President Wright – Aye

Commissioner Brogan – Aye
Commissioner Yawer – Aye

Motion carried.

CORRESPONDENCE

Executive Director Janda informed the Board that he received an email regarding the IAPD Legislative Breakfast that will be held by a zoom call this year and said he will send out more information if anyone is interested in attending.

DEPARTMENTS & DIRECTOR'S REPORT

Executive Director Janda presented a monthly report of activities for the District and a copy of it is incorporated into the minutes.

COMMISSIONERS' REPORT

Commissioner Brogan said he thought Executive Director Janda and his staff are doing a great job especially in this difficult time.

Commissioner Yawer also thought Executive Director Janda is doing a great job and congratulated him and the staff for finding a replacement for the room that Advocate Sherman Hospital Rehabilitation has been using.

PRESIDENT'S REPORT

President Wright said that staff has been doing a great job and especially the part-time staff who have come up with some very creative things during these times. He also said that he, along with Executive Director Janda, will be meeting with State Senator Cristina Castro and State Representative Fred Crespo to give them updates on what the Park District is doing. President Wright also thinks it might be a good idea to go once or twice to Springfield to meet with the elected officials.

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Discussion and Consideration of Approval of Little Creek Operator License Agreement

Commissioner Brogan moved approval to reward the three-year operating license contract for Little Creek Farm stables to Little Creek Farm, LLC. The motion was seconded by Commissioner Janiec. Vote on the motion:

Commissioner Armstrong – Aye
Commissioner Janiec – Aye
President Wright – Aye

Commissioner Brogan – Aye
Commissioner Yawer – Aye

Motion carried.

B. Discussion and Consideration of Resolution 2021-01-01-R: Amending Full-Time Salary Ranges

Commissioner Brogan moved approval of Resolution 2021-01-01-R: Amending Full-Time Salary Ranges and the motion was seconded by Commissioner Janiec. Vote on the motion:

Commissioner Armstrong – Aye
Commissioner Janiec – Aye
President Wright – Aye

Commissioner Brogan – Aye
Commissioner Yawer – Aye

Motion carried.

C. Discussion and Consideration of Purchase and Installation of Security Camera System for Commissioners' Park Through Joint Purchasing Program

Commissioner Brogan moved approval to purchase and install a security camera system at Commissioners' Park at a cost not to exceed \$40,000. Commissioner Yawer seconded the motion. Vote on the motion:

Commissioner Armstrong – Aye
Commissioner Janiec – Aye
President Wright – Aye

Commissioner Brogan – Aye
Commissioner Yawer – Aye

Motion carried.

D. Discussing and Consideration for Approval to Let Out for Public Sealed Bid Custodial Services for Various Locations Throughout the District

Commissioner Yawer moved approval to go out for bid for the custodial services at various locations throughout the District with a one year contract with two optional one- year extensions. Commissioner Janiec seconded the motion. Vote on the motion:

Commissioner Armstrong – Aye
Commissioner Janiec – Aye
President Wright – Aye

Commissioner Brogan – Aye
Commissioner Yawer – Aye

Motion carried.

E. Discussion and Consideration of Extension of Families First Coronavirus Response Act (FFCRA or Act) Benefits that Expired on 12/31/2020 to Allow Staff to Carry Forward Unused FFRCA Days (up to 10 paid days) that for Covid-19 Sick Days Until 04/30/2021

Commissioner Janiec moved approval to extend the expiration date of the Families First Coronavirus Response Act and allow staff to carry forward up to 10 days unused FFRCA until April 30, 2021 and that the extension is retroactive from 01/01/2021. The motion was seconded by Commissioner Yawer. Vote on the motion:

Commissioner Armstrong – Aye
Commissioner Janiec – Aye
President Wright – Aye

Commissioner Brogan – Aye
Commissioner Yawer – Aye

Motion carried.

F. Discussion and Considerations of Request to Deny Village of Streamwood Use of Hoosier Grove Park for Summer Celebration in 2021 Due to Covid-19 Related Concerns

Commissioner Brogan moved to remove agenda item F – request to deny Village of Streamwood the use of Hoosier Grove Park for Summer Celebration event in 2021. The motion was seconded by Commissioner Yawer. Vote on the motion:

Commissioner Armstrong – Aye
Commissioner Janiec – Aye
President Wright – Aye

Commissioner Brogan – Aye
Commissioner Yawer – Aye

Motion carried.

ADJOURNMENT

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

Approved: February 23, 2021

Signed: Sherri Harry
Sherri Harry, Secretary

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