

STREAMWOOD PARK DISTRICT

Regular Meeting – 7:00 p.m.

Tuesday, June 22, 2021

AGENDA

- I. Call to Order/Roll Call
- II. Pledge of Allegiance
- III. Introduction of Guests
- IV. Topics from the Floor
- V. Approval of Agenda
- VI. Recognition of Commissioner & Staff Member Milestones
- VII. Finance Report
 - A. Monthly Expenditures/Payroll
 - B. Monthly Financial Reports
 - C. Transfer of \$750,000 Unallocated Fund Balance from Corporate Fund to CIP Fund
 - D. Transfer of \$200,000 Unallocated Fund Balance from Special Recreation Fund to CIP Fund to Fund ADA Compliance Project Subject to Approval by NWSRA
 - E. Ordinance 2021-04-01-O, 2021-2022 Combined Budget & Appropriation Ordinance
 - F. 2020-2021 Audit Engagement Proposal from Joseph R. Julius Ltd. for the Fiscal Year 2020, 2021, & 2022 Audits of the Streamwood Park District Financial Records.
 - G. Updating of Signature Cards for Refund and General Account at BMO Harris Bank N.A. to Reflect Current Elected Officials and Finance Personnel.
- VIII. Policy and Planning Report
 - A. Update of Hoosier Grove Barn Rental Agreement Language
 - B. Update and Revision of Streamwood Park District Personnel & Employee Manual
- IX. Consent Agenda – Approval of
 - A. Minutes of the Regular Board meeting on May 25, 2021;
 - B. May, 2021 Financial Reports;
 - C. May 12 – June 8, 2021 expenditures totaling \$163,039.45;
 - D. IMRF payment totaling \$17,726.76;
 - E. P-Card purchases paid in May, 2021 totaling \$6,883.89;
 - F. May 7, 2021 and May 21, 2021 payroll and payroll taxes totaling \$103,976.98;
 - G. May 28, 2021 – Bond Interest Payment – G.O. Series 2020 - \$5,013.84;
 - H. May 28, 2021 – Bond Interest Payment – G.O. Series 2018 - \$6,384.25.
- X. Correspondence
- XI. Departments & Director's Report
- XII. Commissioners' Report
- XIII. President's Report

XIV. Unfinished Business

XV. New Business

A. Discussion and Consideration for Transfer of \$750,000 Unallocated Fund Balance from Corporate Fund to CIP Fund

The Board is requested to approve the transfer unallocated fund balance in the amount of \$750,000 from the Corporate Fund to the Capital Improvement Fund to cover anticipated costs related to capital replacement and improvements within the park district.

B. Discussion and Consideration for Transfer of \$200,000 Unallocated Fund Balance from Special Recreation Fund to CIP Fund to Fund ADA Compliance Project Subject to Approval by NWSRA.

The Board is requested to approve the transfer unallocated fund balance in the amount of \$200,000 from the Special Recreation Fund to the Capital Improvement Fund to cover anticipated costs related to American with Disabilities Act related capital replacement and improvements within the park district subject to project review and approval by the NWSRA Board in accordance with the NWSRA bylaws.

C. Discussion and Consideration to adopt Ordinance 2021-04-01-O, the 2021-2022 Combined Budget & Appropriation Ordinance

The Board is requested to adopt Ordinance 2021-04-01-O, the 2021-2022 Combined Budget & Appropriation Ordinance. Estimated Revenues total \$8,941,596 and Budgeted Expenses total \$12,950,619 and Appropriations across all funds totaling \$45,419,400.

D. Discussion and Consideration to audit proposal from Joseph R. Julius Ltd. to perform the State mandated annual audit of the Streamwood Park District financial records for Fiscal Years 2020-2021, 2021-2022, and 2022-2023 with the 2020-2021 audit fee set at \$21,589 and the following fiscal year audits increased by the consumer price index (CPI).

The Board is requested to accept the audit proposal engagement letter from Joseph R. Julius Ltd for the audit of the Streamwood Park District Financial Reporting for the Fiscal Years ending April 30th, 2021, 2022, and 2023 as presented.

E. Discussion and Consideration of Resolution 2021-06-01-R updating signature cards for the Refund and General Account at BMO Harris Bank N.A.to reflect the current Board of Commissioners and related Finance/ Administrative personnel.

The Board is requested to adopt the Resolution(s) to update the signors on the account to provide access to banking information to the Finance Manager and Executive Director.

F. Discussion and Consideration of Resolution 2021-06-02-R updating the Streamwood Park District Personnel Policy Manual.

The Board is requested to approve Resolution 2021-06-02-R updating the Streamwood Park District Personnel Policy Manual. The new manual combines the existing but separate manuals for full-time and part-time last reviewed in 2012 and 2016, respectively. The manual has been reviewed by our attorneys and is ready of adoption.

XVI. Adjournment

TEMPORARY RULES FOR PUBLIC COMMENT
STREAMWOOD PARK DISTRICT TEMPORARY RULES FOR PUBLIC
COMMENT ONLY DURING EXECUTIVE ORDER NO. 2020-10 (Covid-19 EO No. 8)

The Board of Commissioners welcomes public comments during all meetings. The Board has adopted and approved the following rules for public comment.

1. All speakers may submit public comments via email to the designated park official from the time the agenda is made public up until 15 minutes prior to the scheduled meeting. The email must include the speaker's name and address. Public comments will be read aloud by a member of the Park Board or the Executive Director during the scheduled meeting. Emails should be sent to jjanda@spdcares.com.
2. Each person (or representative) is limited to one (1) email submission for public comment, which comment shall not exceed 250 words.
3. All speakers may submit public comments via the chat function on the meeting platform. The chat comment must include the speaker's name and address. Public comments will be read aloud by a member of the Park Board or the Executive Director during the scheduled meeting.
4. All comments from the public will be limited to three (3) minutes per person. The President or presiding officer reserves the right to suspend or limit the length of time available for all public comments to no greater than thirty (30) minutes.
5. All comments must be civil in nature. Email or chat comments will be rejected if the content is slanderous or threatening.
6. All other rules for public comments which have previously been adopted and which are not in conflict with these temporary rules shall still be enforced.