

**Glen Ellyn Park District  
Board of Commissioners  
Regular Meeting  
April 21, 2020  
185 Spring Avenue**

**I. Call to Order**

President Ward called the remote Zoom meeting to order at 7:02 p.m. President Ward stated that Commissioners and staff were participating remotely via Zoom.

**II. Roll Call of Commissioners**

Upon roll call, those answering present were Commissioners Stortz, Nephew, Durham, Weber, Bischoff and President Ward. Commissioner Cornell connected via Zoom at 7:20 p.m.

Staff members attending via Zoom were Executive Director Harris, Superintendent of Finance & Personnel Cinquegrani, Parks Project Manager Troia, and Superintendent of Recreation Esposito, Executive Assistant Dikker, Assistant Superintendent of Athletics Babicz, Manager Miller and Assistant Manager Shingler.

Guests in attendance were CFC Member St. Clair and League of Women Voter representative Bernstein

**III. Changes to the Agenda**

None.

**IV. Public Participation**

None.

**V. Consent Agenda**

Commissioner Nephew moved, seconded by Commissioner Weber, to approve the Consent Agenda including the Voucher List of Bills totaling \$133,774.35, the March 19, Regular meeting minutes and the April 7, 2020 Workshop meeting minutes.

*Roll Call: Aye: Commissioners Nephew, Stortz, Durham, Weber, Bischoff and President Ward  
Nay: None*

*Motion Carried.*

**VI. Unfinished Business**

**A. Ackerman Payout Request #10**

Executive Director Harris presented the Ackerman Park Phase IV Improvement Project Payout Request #10 from Wight Construction and discussed the status of the project stating the hope is to have the project completed by the third week in May. Following a brief discussion,

Commissioner Weber moved, seconded by Commissioner Stortz, to approve Wight Construction payout request #10 for the Ackerman Park Phase IV Improvements-Construction Management Services in the amount of \$6,065.33.

*Roll Call: Aye: Commissioners Stortz, Durham, Nephew, Weber, Bischoff, and President Ward*  
*Nay: None*

*Motion Carried.*

#### B. Coronavirus (COVID-19) District Update

Executive Director Harris reminded the Park Board of the current status of the Park District including the closures of facilities, suspension of programs and cancellation of events and activities. Harris discussed the financial status of the District stating that unlike School Districts or Libraries who collect almost all their revenues through property taxes, the Park District generates nearly 55% of its revenue from user fees. As many of the programs are not running and status of upcoming programs is unknown revenue is not being collected as well as refunded. The District did defer \$800,000 in budgeted expenses for 2020. Presently, events, athletics, programs, and seasonal facility openings are all being evaluated and will certainly be influenced by upcoming mandates from the Governor and the CDC. Despite those challenges, the District remains productive, motivated, and resourceful during this time and cited the many examples of recreational and community outreach activities the District has provided.

Superintendent of Recreation Esposito provided a summary and status of recreation department activities to the Park Board. Esposito first provided a list of the many marketing efforts that have been extended to our patrons including virtual recreation, fitness videos, upcoming virtual earth week and virtual seasonal events. Esposito then mentioned that the Spring season for Lacrosse has been cancelled and the many other spring/summer athletic programs are in a holding status at this time as are summer events and activities. Esposito stated that Preschool has now been cancelled and end of season packets will be safely delivered to students. Lastly, Esposito reviewed that staff is preparing opening and operational procedures for the facilities should they be allowed to reopen.

#### C. Sunset Pool Discussion

Harris stated per the direction of the Park District Commissioners at the April 7, 2020 Workshop meeting, staff is compiled a detailed report with financial projections regarding the Sunset Pool facility. Superintendent of Recreation Esposito along with Superintendent of Finance and Personnel Cinquegrani discussed the report. The report was divided into four sections: financial, training and maintenance scenarios, consideration factors, surrounding communities' information and staff recommendation.

The report provided information regarding Sunset Pool budget with projections of budget based on three (3) potential opening dates and a final scenario of the facility not opening at all. The Park Board reviewed projections and financials based off possible opening dates including May 23<sup>rd</sup>, June 13<sup>th</sup>, July 4<sup>th</sup>, and remaining closed for the season. The Park Board had a lengthy

discussion of the financial factors and impacts. Esposito then discussed the many other factors that need to be considered as well including potential extensions to the stay at home order, recommendations from the CDC for social gatherings, social distancing within a pool setting, unemployment and workmen compensation exposure, and Personal Protection Equipment (PPE) for staff to name a few. Additionally, some potential options to reduce expense and simplify operations were offered. Staff has also reached out to surrounding communities and stated others are also currently researching and evaluating similar options Director Harris stated that a regional coalition of communities with aquatic centers will be meeting this week to discuss various ideas, plans and timelines.

Staff recommended to the Park Board that based on the assumption that the stay-at-home order will not be lifted and with a possibility of an extension of the order, that the pool opening should be delayed until at least June 13<sup>th</sup> with a final decision on opening of the pool for the season to take place at the May 5<sup>th</sup> Workshop meeting. Commissioners expressed their concern with the complications involved from an operational standpoint of the pool, the safety of the public and employees and adhering and implementing the many guidelines that have yet to be established. All agreed to delay the opening of Sunset Pool to June 13<sup>th</sup> and to reevaluate and make a final decision at the May 5<sup>th</sup> Workshop meeting when hopefully more information and guidance will be provided from the Governor and CDC.

## **VII. New Business**

### **A. Families First Coronavirus Response Act (FFCRA) Policy**

Superintendent of Finance and Personnel Cinquegrani stated that the Families First Coronavirus Response Act (FFCRA) was signed into law on March 18, 2020 which requires employers to provide employees with paid sick leave and expand family and medical leave for specified reasons related to COVID-19. These provisions will apply from April 1, 202 through December 31, 2020. Cinquegrani provided the details of this Act and stated per the direction of Park District legal counsel a policy should be established approving this Act. Commissioner Stortz moved, seconded by Commissioner Bischoff to approve the Families First Coronavirus Response Act (FFCRA) Policy as presented.

*Roll Call: Aye: Commissioners Stortz, Bischoff, Cornell, Nephew, Durham, Weber and President Ward  
Nay: None*

*Motion Carried.*

## **VIII. Staff Reports**

### **A. Finance Report – (for information only)**

### **B. Staff Reports**

Director Harris stated his appreciation for staff's dedication, resilience and tremendous effort over the last few weeks in providing many programs, outreach efforts and comfort to the community during this time.

**IX. Commissioners' Reports**

All of the Commissioners thanked staff for their efforts in providing services to the community from online videos to outreach programs. Commissioner Cornell again relayed that her place of employment, Covenant Living at Windsor Park Senior Living Community, is continuing to seek employees for hire.

**X. Adjourn**

There being no further business, Commissioner Bischoff moved, seconded by Commissioner Cornell to adjourn the Regular Meeting at 8:27 p.m.

*Roll Call: Aye: Commissioners Stortz, Bischoff, Cornell, Nephew, Durham, Weber and President Ward*

*Nay: None*

*Motion Carried.*

Respectfully submitted,

Kimberly Dikker  
Board Secretary