

**Glen Ellyn Park District  
Board of Commissioners  
Workshop Meeting  
May 19, 2020  
185 Spring Avenue**

**I. Call to Order**

President Ward called the remote Zoom meeting to order at 7:03 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 7:08 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.

Guests in attendance were CFC Member Don St. Clair.

**III. Pledge of Allegiance**

**IV. Changes to the Agenda**

None.

**V. Public Participation**

None.

**VI. Consent Agenda**

Commissioner Nephew moved, seconded by Commissioner Weber, to approve the Consent Agenda including the Voucher List of Bills totaling \$91,265.89.

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

*Nay: None*

*Motion Carried.*

**VII. Unfinished Business**

**A. Ackerman Payout Request #11**

Executive Director Harris presented the Ackerman Park Phase IV Improvement Project Payout Request #11 from Wight Construction. Following a brief discussion and an inquiry as to how the park handled the recent rainstorms, Commissioner Weber moved, seconded by Commissioner Stortz, to approve Wight Construction payout request #11 for the Ackerman Park Phase IV Improvements-Construction Management Services in the amount of \$130,562.15.

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

Nay: None

Motion Carried.

B. Coronavirus (COVID-19) District Update including reopening plan(s)

Over the last several weeks, staff has been developing re-opening plans for the facilities and summer programs based on the State’s Restore Illinois Plan for Stages 3, 4 and 5. At this time, the Governor has indicated that Illinois is on track to reach *Phase 3: Recovery* by May 27, 2020. Additionally, the State hopes to reach *Phase 4: Revitalization* by the opening of the schools in the Fall of 2020. A copy of the Restore Illinois Plan is attached to this report.

In anticipation of the State reaching safe guidelines for re-opening, as well as final guidelines from IDPH, the following specifications were developed for all three phases:

- Dates/Fee/Day/Times/Location/Park/ Participant Minimums & Maximums/Staffing
- Face Covering/Hand Sanitizer/Hand Washing/Equipment/Social Distancing
- Speakers/Visitors/Bathroom use/Playground Use
- Drop-off and Pick-up/Building and Park Ingress and Egress Procedures
- Protocol if Virus is present
- Cleaning Procedures
- Program Modifications/Spectators & Parents
- Budget Considerations
- Attached to this report are preliminary plans for each program and facility area within the guidelines of Phases 3, 4 and 5. Those areas that are planning a re-opening for Phase 3 will have various starting dates sometime in early to mid-June. Some of Phase 4 plans are geared for a July start date and while optimistic, there is a good chance that Phase 4 will not begin until August. If that is the case, the July classes will also be cancelled.

A summary of the re-opening plans is listed below:

Location/Program	Phase 3	Phase 4	Phase 5
ASFC Camps/Classes Group Fitness Facility Special Events	No indoor fitness center: several classes and training held outside with 10 patrons every hour; one sport camp with 8 participants	Indoor Fitness center will open with 50 people max each hour. The increased limit should present minimal issues with camps or classes reaching 50 +	Open with no restrictions
Main Street/SARC	Specific camps only in building	Additional camps, offices will open	Open with no restrictions

MK Holes & Knolls	10 patrons on course per hour with reservations	50 patrons on course per hour	Open with no restrictions
Camp Caravan Imagination Station Safety Village	Open with 8 participants and 2 staff per room	Add additional rooms with staffing	Open with no restrictions
Positively Play/Kids Camp (In-A Box)	Zoom style programs with supplies delivered	Open with smaller numbers	Open with no restrictions
General Programs Contractual Dance	Cancelled	Classes with numbers below 50 can be conducted	Open with no restrictions
Special Events	Free community events and registration events cancelled	Free community events are cancelled; smaller registered events ok	Open with no restrictions
Tennis	Will operate lessons with smaller groups	Will operate almost at full capacity with 50	Open with no restrictions
Lake Ellyn Boathouse	9 attendees with 1 staff are allowed; most of the rentals have cancelled or rescheduled	49 attendees with 1 staff are allowed; smaller groups will remain; larger groups cancelled or rescheduled	Open with no restrictions
Athletics	All activities are cancelled. District 87 High school camps are cancelled for all summer	Scaled back activities with July start dates if Phase IV begins	Open with no restrictions

- *Phase 3:* The Park District will have limited indoor camps with small numbers and strict guidelines; limited outdoor classes and personal training at ASFC; outdoor tennis lessons will be conducted with smaller numbers, and Holes & Knolls will open with limited hourly participation.
- *Phase 4:* The Park District will increase indoor and outdoor camp and program sessions with added participation numbers; ASFC will open with some limitations; Holes and Knolls will increase hourly participation.
- *Phase 5:* Open with no restrictions

The Board presented several questions regarding participant and staff safety along with overall protocol and procedures. They were appreciative of the effort and thoroughness and look forward to the District implementing these modified programs while adhering to the Phase III guidelines.

The Board was also apprised that the closing of Sunset Pool was going to be publicized on Wednesday and include the cancellation of special events through July and the cancellation of

the remaining summer sports – baseball and softball. Emphasis will now be focused on strategizing for Phase IV of the Restore Illinois Plan, fall programs including fall sports.

**VIII. New Business 2019**

**A. Maryknoll Parking Lot Payout Request**

Parks Project Manager Troia presented payout request #1 for the Maryknoll Parking Lot Project in the amount of \$115,563.00. This is the first payout from ALamp Concrete Contractors, Inc., who is the general contractor for the project.

This project consisted of milling and overlaying the existing parking lot and restriping. Additionally, perforated underdrains were added to help extend the longevity of the surface. To date, all work is complete, and the parking lot is ready for use. As a reminder, the project was budgeted and approved due to a competitive and a very favorable bid outcome. The project initially scheduled for the fall was advanced to an earlier spring installation due to Maryknoll Park and park amenities being closed.

Commissioner Cornell moved, seconded by Commissioner Durham to approve payout request #1 for the Maryknoll Parking Lot Project in the amount of \$115,563.00.

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

*Motion Carried*

**B. Ackerman Indoor Turf Payout Request**

Parks Project Manager Troia presented payout request #1 for the Indoor Turf Replacement Project in the amount of \$109,407.59. This is the first payout from Fieldturf USA Inc., who is the general contractor for this project.

While the Ackerman Sports and Fitness Center was closed to the public, the indoor turf field was renovated. The existing turf was removed, and the stone base was leveled before installing the new turf. Infill material from the previous was reused. All playing lines were aligned to the existing mounted goals, resulting in a now symmetrical field with some additional sideline space. As a reminder, this replaces the original turf from the building opening and was budgeted and committed prior to the pandemic.

Commissioner Bischoff moved, seconded by Commissioner Stortz to approve payout request #1 for the Indoor Turf Replacement Project in the amount of \$109,407.59.

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

*Motion Carried*

C. Resolution #20-01 Authorizing Benefit Protection Leave Service for COVID-19 Related Furlough Time

Superintendent of Finance and Personnel Cinquegrani presented Resolution # 20-01 Authorizing Benefit Protection Leave Service for COVID-19 Related Furlough Time. The resolution allows any park district employee who is currently enrolled in the Illinois Municipal Retirement Fund (IMRF), who has been or may be furloughed due to authorized leave related to COVID-19, to purchase missed monthly service credit.

If an eligible employee elects to purchase missed service credit, the employee would be required to pay their monthly member contribution to IMRF. In the event any employee(s) elect to purchase missed service credit, the Park District's future employer contribution would be impacted. It is currently anticipated, given the district's current enrollment numbers, the financial impact in future years would be minimal.

Commissioner Stortz moved, seconded by Commissioner Cornell to approve Resolution #20-01 Authorizing Benefit Protection Leave Service for COVID-19 Related Furlough Time as presented.

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

*Motion Carried*

**IX. Staff Reports**

Director Harris commended the staff who are working to provide and care for the parks and open space that the community is significantly utilizing while remaining relatively sequestered and safe.

**X. Commissioners' Reports**

All the Commissioners expressed their appreciation for the continued efforts by the District and staff.

**XI. Adjourn**

There being no further business, Commissioner Bischoff moved, seconded by Commissioner Weber to adjourn the Regular Meeting at 8:35 p.m.

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

*Motion Carried.*

Respectfully submitted,

Dave Harris

Acting Board Secretary