

MINUTES OF OCTOBER 20, 2020 REGULAR BOARD MEETING
GLENCOE PARK DISTRICT
999 GREEN BAY ROAD, GLENCOE, ILLINOIS 60022

Commissioners and members of the public confirmed they could see and hear.

The meeting was called to order at 7:02pm and roll was called. All commissioners gave permission to be recorded.

Commissioners present:

Lisa Brooks, President
Stefanie Boron, Vice President
Michael Covey, Treasurer
Josh Lutton, Commissioner
Dudley Onderdonk, Commissioner

Staff present:

Lisa Sheppard, Executive Director/Secretary
Carol Mensinger, Director of Finance/HR
Chris Leiner, Director of Parks/Maintenance
Bobby Collins, Director of Recreation/Facilities
Erin Classen, Supt. of Marketing/Comm.
Jenny Runkel, Administrative Assistant

Members of the public in attendance who signed in or spoke: Stephani Briskman, Brandon Hinkle, Bart Schneider, Liz Visteen, Adam Wohl

Consent Agenda: A motion was made by Commissioner Onderdonk to approve the consent agenda items as presented including Minutes of September 15, 2020 Regular Board Meeting, Minutes of October 6, 2020 Committee of the Whole Meeting, Surplus Property Ordinance No. 918, and Approval of the Bills. Commissioner Boron seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Matters from the Public: There was no one wishing to address the Board.

Financial Report: Director of Finance/Human Resources Mensinger stated we are seven months into the fiscal year. Included in the packet was a three-year comparison, a hard task with the pandemic. Day care is consistent to last year due to the received grant funds. This past season, boating and bathing beach use was pass holder only. As of the end of September, beach numbers are not far off from last year. Last Friday, Recreation's second fall registration is showing improvement, as long as we don't go backward in the pandemic. We budgeted conservatively for the second installment of tax receipts at 80%, however we received 100%. This was about \$400-500,000 more than expected. Staff answered commissioner questions as follows. Beach expenses were higher due to staffing 9:00am-9:00pm instead of traditionally from 10:00am-6:00pm or 7:00pm and included park ambassadors for \$30,000. In addition, the season was extended into September. Non-essential supply costs, contractual costs, and beach staff were cut. Half of seasonal staff labor costs were cut from both boating and bathing beaches, but the park ambassadors were charged to the boating beach, ergo the

boating beach's lower numbers. We were also not providing boater assistance the first few weeks. Cleanup costs were significantly higher due to repeat cleanup after spring storms. The State of Illinois DCEO day care grant covered operational and lost revenue for Children's Circle.

Staff Reports: Staff shared additional information not included in their Board Reports.

Business Report: The budget kickoff meeting for the next fiscal year is scheduled tomorrow. Mensinger answered Commissioner's questions as follows. The difference between the received \$4,502,600 versus of the \$4.3 million bond offering is a premium on the offering that is incorporated through the underwriting process with Piper Sandler. The District receives a premium on the par amount of the bonds.

Recreation and Facilities Report: With Central School closing and South Scholl closed for two weeks due to COVID-19, Director Collins is expecting higher fall second session registration for Kids Club in the coming weeks. Over the weekend, Stephani and the Recreation Team rolled out a contingency plan for those students and their families for Kids Club Enrichment Camp (all day - day care) to help with the school closures. Staff is also working on contingency plans if the pandemic gets worse. Commissioner Covey requested staff to address the 77 on the day care waitlist post-COVID. An Ice rink lesson registration notice is going out Friday and passes go live at the same time.

Parks and Maintenance Report: Staff are winterizing our park water system, wrapping up fall athletics by the second week in November, setting up Watts for the season, getting ready for this weekend's skating event, fall landscaping, prepping for winter tree removal, and just finished upgrading our automated BAS system at Takiff Center.

Connect Glencoe's trail is about 85% cut in. The air excavation of major oak tree's root system of and other trees to preserve their health is complete and will be followed by a fertilizing treatment.

Duke Park's poured-in-place is expected to be installed in two weeks and we are waiting for the train, fountain, and runnel components to be made. Staff expect the project to be done at the end of December. The contractor is 10 days behind schedule and the state will charge them the \$1,475 daily fine that we can use to pay for items that came up during the project.

The Overlook retaining wall was repaired by the Halfway House. The additional fortifications are in on the bluff as well as plantings. They are just finishing with cleanup and tuckpointing. Leiner answered a question from Commissioner Onderdonk about the bluff. In preparation for year one of Master Plan bond-funded projects, we are retaining a survey of the bluffs by cutting back the brush to get a more accurate survey than we have received in the past; a difficult task at the extreme bluff angle. The boating beach stairs are scheduled to be in for this coming season.

Marketing and Communications Report: Superintendent Classen is busy prepping the website for fall registration. Discussion on the website redesign is scheduled for the November Committee meeting.

Safety and Wellness Committee Report: We received the \$69,000 check from PDRMA for pier repairs. Once the pier is complete, there will be another check for \$55,000. Our operations had reduced worker's comp and reduced claims for all PDRMA agencies. Following an operations review with PDRMA, we received positive feedback from PDRMA in comparison to other park districts current operations. PDRMA is in the process of updating the fixed asset inventory for the entire membership. Our asset list is up to date. There are other districts who tore down or built \$100 million community centers and didn't tell PDRMA affecting insurance costs and coverage.

Executive Director Report: Executive Director Sheppard suggested visiting the Connect Glencoe project. The Park 7n Booth Cottage project is delayed about a month due to COVID-19. The anticipated completion is mid to late December. The impact fees for the Hoover Estate were approved by the Village and will be added to the November Committee packet. Per a Glencoe Fitness member's request, staff are going to schedule a mask required hour. The beach finished a successful season. Superintendent Classen did a wonderful job marketing donations and Jenny for taking calls and emails on donations. The donation chart in the packet was reviewed.

In response to Commissioner's questions, Sheppard indicated that we did not accept park land from the Hoover Estate. The land offered was an island filled with Oak trees requiring high maintenance costs with no recreational value. This topic will be discussed in more detail at the November meeting.

Commissioner Boron thanked Stephani Briskman and the Recreation Team for putting together a program over the weekend for our Kids Club children who were affected by the South School closure due to COVID-19.

Action Items:

Approval of Resolution No. 917 Truth in Taxation Law: A motion was made by Commissioner Onderdonk to approve Resolution No. 917 Truth in Taxation as presented. Commissioner Boron seconded the motion. No further discussion ensued.

Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks
NAYS: None
ABSENT: None

The motion passed.

Approval of Resolution No. 919: Agreement for Coronavirus Relief Funds with Cook County: A motion was made by Commissioner Lutton to approve Resolution No. 919 an Intergovernmental and Subrecipient Agreement for Coronavirus Relief Funds with Cook County, Illinois as presented. Commissioner Boron seconded the motion. This is a

\$5,000 grant for special districts. The plexiglass was \$5,260 not including the fitness center and PPE. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of Landscape Architecture and Civil Engineering Services Contract for Kalk

Park Project Phase II: A motion was made by Commissioner Boron to approve the Altamanu, Inc. contract for the amount of \$36,455 for design services related to Kalk Park Phase II as presented. Commissioner Lutton seconded the motion. Commissioner Onderdonk thanked staff for working with him on sustainability efforts and he looks forward to seeing the options. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Approval of to Move the November Regular Committee Meeting to Wednesday,

November 4: A motion was made by Commissioner Lutton to approve moving the regular committee meeting to Wednesday, November 4, 2020 due to the election day scheduled on November 3, 2020 as presented. Commissioner Boron seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Review and Approval of Closed Session Minutes 5ILCS 120/2 (c)(21): A motion was made by Commissioner Lutton to approve and release from confidentiality, executive session minutes including May 19, 2020, and to authorize the destruction of audio recordings of its closed meetings held on the following dates as to which closed meeting official minutes have been approved and no litigation under the open meetings act is pending including November 13, 2018, February 19, 2019, March 5, 2019, and April 2, 2019 as mandated by 5ILCS120/2 (c)(21). Commissioner Boron seconded the motion. No further discussion ensued. Roll call vote taken:

AYES: Boron, Covey, Lutton, Onderdonk, Brooks

NAYS: None

ABSENT: None

The motion passed.

Other Business: There was no other business.

Adjourn to Closed Session: At 7:47pm, Commissioner Lutton moved to adjourn into closed session to discuss personnel as mandated by Section 2.06. 5 ILCS 120/2 (c)(1) Commissioner Boron seconded the motion, which passed by unanimous voice vote.

Return to Open Session: Commissioner Lutton moved to return to open session at 8:24pm, Commissioner Boron seconded the motion, which passed by unanimous voice vote.

Action taken, if any, from Executive Session: There was no action taken during or after closed session.

Adjourn: Commissioner Onderdonk moved to adjourn the meeting at 8:25pm. Commissioner Boron seconded the motion, which passed by unanimous voice vote.

Respectfully submitted,

Lisa M. Sheppard
Secretary