



MINUTES OF THE REGULAR PUBLIC MEETING

A regular scheduled meeting of the Elk Grove Park District, Cook County, State of Illinois was held on May 28, 2020 via Google Hangouts. President Walz called the meeting to order at 7:05 p.m. and upon the roll being called, the following Park Commissioners, also being remotely present via Google Hangouts, answered present:

John R. Walz, President, and Commissioner
William B. O'Malley, Vice President, and Commissioner
Thomas E. Cooke, Treasurer, and Commissioner
Robert R. Biedke, Secretary, and Commissioner
Ralph C. Souder, Commissioner

Thomas G. Hoffman, Attorney

Administrative Staff:

Ben Curcio, Executive Director
Brad Sholes, Director of Business Services
Tim White, Director of Parks & Planning
Kelly Carbon, Director of Marketing & Communications
Tiffany Greene, Director of Leisure Services

Guest: Brad Porter, Lauterbach & Amen, LLP

APPROVAL OF MINUTES

President Walz questioned if there were any additions or corrections to the minutes of the May 14, 2020 Committee of the Whole Meeting, the May 14, 2020 Regular Meeting and the May 21, 2020 Special Meeting.

There being none, the minutes were approved by a unanimous voice vote.

Commissioner O'Malley moved to approve the minutes of the May 14, 2020 Closed Session Meeting.

Commissioner Cooke seconded the motion.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner O'Malley	X		
Commissioner Cooke	X		
Commissioner Biedke	X		
Commissioner Souder	X		
President Walz	X		

Motion carried.

MINUTES MAY 28, 2020

CORRESPONDENCE

Commissioner Biedke inquired when playgrounds and basketball courts would open back up. Executive Director Curcio replied he thinks in phase 4 of the Governors Reopen Illinois Plan

Executive Director Curcio read a statement on behalf of the Elk Grove Park District and the Board of Directors to send condolences to the family of Jack Claes. Jack was the first Executive Director of the Elk Grove Park District and held that position for 30 years. He was an inspirational leader and challenged staff to be creative and his vision for the Park District laying the groundwork for what the Park District has become today. President Walz added that the Elk Grove Park District was way ahead of the times because of what he started in the 1960s.

**2019 AUDIT REVIEW
LAUTERBACH & AMEN, LLP**

Brad Porter, Audit Manager for the Elk Grove Park District, presented the 2019 Audit Report. He stated the audit process went very smooth once again this year. Brad shared details on the three pieces of communication as a part of the audit process; the SAS 114 Letter, the Comprehensive Annual Financial Report and the Management Letter. Brad also shared that the District earned a Certificate of Achievement Award. This award represents the highest form of financial reporting excellence.

**APPROVAL OF 2019 COMPREHENSIVE
ANNUAL FINANCIAL REPORT**

Commissioner Souder moved to approve the 2019 Comprehensive Annual Financial Report

Commissioner Cooke seconded the motion.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Cooke	X		
Commissioner Biedke	X		
Commissioner Souder	X		
Commissioner O'Malley	X		
President Walz	X		

Motion carried.

CAPITAL PROJECTS

Commissioner O'Malley had no report.

MINUTES MAY 28, 2020

FINANCE COMMITTEE

Commissioner Souder read the following paragraph from Director Shole's Financial Report:

Revenue numbers will not reflect refunds processed after April 30th. For example, memberships have not billed during the closure, but paid in full memberships continue to accrue in Fitness Membership, PAC Pool Passes and Senior Center Memberships. Most programs have been canceled and refunded with some exception that include, but are not limited to, youth leagues and dance. We will have a separate report summarizing COVID-19 impact. Overall, staff has done a tremendous job of keeping expenses down to minimize the loss in revenue due to the closure.

Commissioner Soude then gave the following update:

- Corporate Fund -All expense categories are under budget except for insurance (unemployment claims). Net year to date of \$2,048,000 compared to a budget of \$1,557,000.
- Recreation Fund - Net revenue of \$297,000 compared to a budget of \$261,000.
- Golf Fund - No golf rounds in April because of the closure. Net loss of \$250,000 compared to a budgeted loss of \$259,000.

COMMITTEE OF THE WHOLE

President Walz stated the topics discussed at the May 14 meeting included future board positions, youth sport leagues and the golf course project and its finances. At tonight's meeting, there was further discussion on the golf course project, travel soccer and the MSBL season.

ATHLETIC COMMITTEE

Prior to Commissioner Souder's update, Commissioner Cooke asked for clarification on the MSBL travel season that we would need to get to phase 4 of the Governor's plan in order for the season to take place. Commissioner Cooke also wanted to know if these teams can play in other states that are open prior to phase 4 or if they would need to comply with Illinois rules. Director Curcio replied that PDRMA said the teams would be covered as long as they were not violating any of that state's governor's orders. Commissioner Souder said it may not only be the state governor's order if the local government has their own restriction we would need to follow those. He used Racine as an example. The state of Wisconsin is open but Racine is not so a tournament that was scheduled there had to be cancelled.

Commissioner Souder said that MSBL is working on a policy regarding refunds or partial refunds of fees if they do not have a season. We also discussed Elk Grove Travel Soccer with regards to if they go independent what that would mean for them in terms of field rentals. There was a consensus among board members that if they were to offer any reduction on field costs it would be based on residency.

MINUTES MAY 28, 2020

GOLF COURSE COMMITTEE

Commissioner Cooke stated that starting tomorrow foursomes with carts will be allowed with restrictions. Carry out food and alcohol will also be allowed.

YOUTH COMMITTEE

Commissioner Biedke said the Youth Scholarship winners will be selected on Saturday. He will then reach out to those individuals that were chosen to join an upcoming meeting. President Walz asked Commissioner Biedke to let the Board and staff know the winners. Commissioner Biedke responded he will and will copy Director Curcio, Director Carbon and Kathy Lydon in the email.

ADULT CENTER COMMITTEE

Commissioner Cooke had no report but asked if the Seniors would be meeting in June. Director Curcio replied the Senior Center will be closed until further notice due to them being in the high risk category. Director Greene shared that Colleen has been staying in touch with them by sending cards, phone calls and Google Meets. There is also some virtual programming coming up. Director Carbon added that an eblast went out to those that we have email addresses for and tomorrow a letter will go out to 250 members that will include a page of the virtual programs that are being offered. Commissioner Cooke asked for a copy of that letter.

**APPOINTMENT OF DIRECTOR CURCIO AS THE
EGPD REPRESENTATIVE TO THE NWSRA BOARD**

Commissioner O’Malley moved to appoint Executive Director Ben Curcio as the Elk Grove Park District’s Representative to the Northwest Special Recreation Association (NWSRA) Board.

Commissioner Cooke seconded the motion.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Biedke	X		
Commissioner Souder	X		
Commissioner O’Malley	X		
Commissioner Cooke	X		
President Walz	X		

Motion carried.

PAYMENT OF BILLS

Commissioner Souder moved to authorize Director Curcio to make payment of the bills in the amount of \$62,782.46 for May 14, 2020 and \$304,103.45 for May 21, 2020.

MINUTES MAY 28, 2020

Commissioner Biedke seconded the motion.

ELK GROVE PARK DISTRICT				
SUMMARY LIST OF BILLS PRESENTED FOR APPROVAL ON MAY 28, 2020				
	SUMMARY BY FUND:	5/14/2020	5/21/2020	
	CORPORATE FUND	\$ 8,907.97	\$ 63,052.56	
	AUDIT			
	POLICE			
	LIABILITY			
	RECREATION FUND	\$ 5,503.42	\$ 44,280.00	
	PAVING & LIGHTING FUND			
	MUSEUM FUND	\$ 12.52		
	SPECIAL RECREATION ASSOCIATIONS			
	BOND & INTEREST FUND			
	CAPITAL PROJECTS	\$ 47,148.46	\$ 189,073.82	
	FOX RUN GOLF LINKS FUND	\$ 1,210.09	\$ 7,697.07	
		\$ 62,782.46	\$ 304,103.45	

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Souder	X		
Commissioner O'Malley	X		
Commissioner Cooke	X		
Commissioner Biedke	X		
President Walz	X		

Motion carried.

MOTION TO ADJOURN SINE DIE

Commissioner Souder moved to Adjourn Sine Die.

Commissioner O'Malley seconded the motion.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner O'Malley	X		
Commissioner Cooke	X		
Commissioner Biedke	X		
Commissioner Souder	X		

MINUTES MAY 28, 2020

President Walz X

Motion carried.

CONVENE ANNUAL MEETING

Commissioner O'Malley moved to convene the Annual Meeting of the Park Board of Commissioners of the Elk Grove Park District.

Commissioner Biedke seconded the motion.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Cooke	X		
Commissioner Biedke	X		
Commissioner Souder	X		
Commissioner O'Malley	X		
President Walz	X		

Motion carried.

TEMPORARY CHAIRMAN

Commissioner O'Malley moved to elect Executive Director, Ben Curcio, as the Temporary Chair of the Park District Board.

Commissioner Cooke seconded the motion. There being no discussion, the motion was approved by a voice vote.

NOMINATIONS FOR PRESIDENT

Executive Director Curcio opened the floor for nominations for President of the Park Board.

President Walz nominated Commissioner O'Malley for President of the Park District Board.

There being no other nominations, Commissioner O'Malley was elected to the position of President of the Park District Board.

MOTION TO APPOINT SECRETARY

President O'Malley opened the floor for nominations for Secretary of the Park Board.

Commissioner Cooke moved to nominate Commissioner Biedke for Secretary of the Park District Board.

Commissioner Walz seconded the motion.

There being no other nominations, President O'Malley called for a roll call vote.

MINUTES MAY 28, 2020

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Biedke	X		
Commissioner Souder	X		
Commissioner Walz	X		
Commissioner Cooke	X		
President O'Malley	X		

NOMINATIONS FOR VICE PRESIDENT

President O'Malley opened the floor for nominations for Vice President of the Park Board.

Commissioner Biedke nominated Commissioner Cooke for Vice President of the Park Board.

There being no other nominations, Commissioner Cooke was elected to the position of Vice President of the Park District Board.

MOTION TO APPOINT TREASURER

President O'Malley opened the floor for nominations for Treasurer of the Park Board.

Commissioner Souder moved to nominate Commissioner Walz for Treasurer of the Park Board

Commissioner Cooke seconded the motion.

There being no other nominations, President O'Malley called for a roll call vote.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Walz	X		
Commissioner Cooke	X		
Commissioner Biedke	X		
Commissioner Souder	X		
President O'Malley	X		

Commissioner Walz was appointed to the position of Treasurer of the Park Board.

ADJOURNMENT OF ANNUAL MEETING

Commissioner Walz moved to adjourn the Annual Meeting of the Park Board of Commissioners.

Commissioner Biedke seconded the motion.

MINUTES MAY 28, 2020

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Cooke	X		
Commissioner Biedke	X		
Commissioner Souder	X		
Commissioner Walz	X		
President O'Malley	X		

Motion carried.

ADJOURNMENT TO CLOSED SESSION

Commissioner Walz moved to adjourn to Closed Session for the purpose of discussing personnel per 2(c)(1).

Commissioner Souder seconded the motion.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Biedke	X		
Commissioner Souder	X		
Commissioner Walz	X		
Commissioner Cooke	X		
President O'Malley	X		

Motion carried.

RECONVENE TO OPEN SESSION

After discussion on personnel, President O'Malley moved to reconvene the meeting to Open Session at 8:38 pm.

Commissioner Walz seconded the motion.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Souder	X		
Commissioner Walz	X		
Commissioner Cooke	X		
Commissioner Biedke	X		
President O'Malley	X		

Motion carried.

NEW BUSINESS

Discussion on Programs, Camps, and Travel Baseball starting practices, and possible traveling to other states for tournaments and how we are going to communicate guidelines.

MINUTES MAY 28, 2020

Director Curcio stated staff will be providing youth sports guidelines and a toolkit to follow. In addition, campers will be provided a detailed information packet explaining protocols and processes we are implementing to help stop the spread of the virus.

Discussion on travel baseball waiver and making sure we are approving waivers before it's disseminated to the teams. Director Curcio will follow up with staff regarding the waiver and address accordingly.

ADJOURNMENT

President O'Malley moved to adjourn the Regular Meeting of May 28, 2020.

Commissioner Walz seconded the motion.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Commissioner Walz	X		
Commissioner Cooke	X		
Commissioner Biedke	X		
Commissioner Souder	X		
President O'Malley	X		

Motion carried.

The Regular Meeting of May 28, 2020 was adjourned at 8:47 p.m.

Respectfully submitted

Robert Biedke, Secretary