

MINUTES OF SPECIAL BOARD MEETING BOARD OF PARK COMMISSIONERS APRIL 2, 2020

The Special Meeting of the Board of Park Commissioners was called to order by President Patinkin at 7:02 p.m. via remote access by phone. Attendance was taken and the following were:

Present: Antokal, Caron, Cohen, Lapin, Patinkin (5)
Absent: None (0)

And there was a quorum in attendance. Also present were Jeff Nehila, Secretary/Executive Director; Jeff Harvey, Laura McCarty, Jay Zahn, Tony Korzyniewski, Jason Mannina, staff members.

Resolution #2020-05 Temporary Rules for Public Comment Due to COVID-19

President Patinkin read Resolution #2020-05 Temporary Rules for Public Comment Due to COVID-19.

Motion made by Commissioner Lapin, seconded by Vice-President Caron, to adopt Resolution #2020-05 Temporary Rules for Public Comment Due to COVID-19. (Copy attached and made a part of these minutes.)

Roll call vote as follows:

AYES: Lapin, Caron, Antokal, Cohen, Patinkin (5)
NAYS: None (0)

Motion passed in a roll call vote.

No public comments via email were received prior to the meeting.

Approval of Minutes

Motion made by Vice-President Caron, seconded by Treasurer Cohen, to approve the minutes of the February 20, 2020 Finance Meeting; the February 20, 2020 Regular Meeting; and the March 5, 2020 Workshop Meeting.

Roll call vote as follows:

AYES: Caron, Cohen, Antokal, Lapin, Patinkin (5)
NAYS: None (0)

Motion passed in a roll call vote.

FINANCE REPORT

Approval of Disbursements

Motion made by Treasurer Cohen, seconded by Commissioner Antokal, to approve the voucher listing dated April 2, 2020 in the amount of \$859,599.56 which includes \$4,096.40 of training and travel expense. (Copy attached and made a part of these minutes.)

Discussion followed:

Treasurer Cohen asked if it would be a good time to mitigate the payment amount to Lake Cook Plaza due to the closure and loss of revenues to the park district due to the COVID-19 pandemic. Director Nehila responded that staff will investigate.

Treasurer Cohen asked about the scope of work the architectural consultants performed for the roof assessment at Sachs. Staff responded that they performed core sampling of the roof, put together drawings and the scope of work needed, put together a complete project manual and prepared bid documents for the first bid as well as helped prepare for the rebid. The project is set to rebid on April 20 with the bid opening in May. During the actual work the district could incur additional charges for roof inspections.

Vice-President Caron asked about the Ancel Glink charge for titling for Keller Park. Director Nehila responded that Ancel Glink performed a title search as the district did not have a title on file for Keller Park and one was needed to apply for the bike path grant.

Commissioner Lapin asked about the licensing fee for emergency medical software. Staff responded that this is for Epact software the district uses for emergency health forms for after school club and summer camp participants.

President Patinkin asked about the water bill at Jaycee Park. Staff responded that with adding the hockey rink this year along with the free skating rink at that location it greatly increased water usage.

No further discussion was held. Roll call vote as follows:

AYES: Cohen, Antokal, Caron, Lapin, Patinkin (5)

NAYS: None (0)

Motion passed in a roll call vote.

NEW BUSINESS

COVID-19 Staff Compensation

Director Nehila is recommending paying all staff, full and part-time, through April 10. This would be a collection of 2 different pay periods after closure of all of our facilities on March 13. Staff has been preparing analysis to determine the cost as far as lost revenues. The second part is that we do have a situation where because of the extended stay at home order, we are not offering programs or services. This triggered some personnel movements such as layoffs of part-time and seasonal employees as well as possible furloughs for up to 22% of our full-time staff for a short time. Staff is recommending the district cover the employee share of health care premiums during the furloughs. Approval of this, if the board chooses, could be part of the motion.

The district is anticipating not offering any spring programs and is looking to June 1 as a target date to resume programs and operations.

Commissioner Antokal expressed concern over furloughing staff with no compensation at all during a pay period. He recommended doing the furloughs in stages by reducing the number of days paid to staff over the pay periods. Commissioner Caron commented that the new legislation allows furloughed employees to receive unemployment. Treasurer Cohen commented that it would actually hurt the employee by paying them a few days a week instead of doing a furlough. The furlough would allow the employee to collect unemployment. Treasurer Cohen expressed the he would love to pay everyone the entire time, but the reality is that this will probably extend beyond April 30 and the district can't afford to pay everyone for the next 2 or 3 months.

Motion made by Commissioner Antokal to approve COVID-19 staff compensation with park district voluntary pay from March 14, 2020 through April 10, 2020 subordinate to any mandated pay beginning April 1, 2020 by using the February 29 through March 13, 2020 pay period as a proxy for staff hours worked or scheduled, whichever is greater. In addition, a 2-week amount of funds be authorized for the 14 full-time staff members recommended to be furloughed. There was no second for the motion.

Motion made by Vice-President Caron, seconded by Commissioner Lapin, to approve COVID-19 staff compensation with park district voluntary pay from March 14, 2020 through April 10, 2020 subordinate to any mandated pay beginning April 1, 2020 by using the February 29 through March 13, 2020 pay period as a proxy for staff hours worked or scheduled, whichever is greater. And to pay the employee part of medical insurance

for any full-time employee that would be furloughed for up to 8 weeks. (Copy attached and made a part of these minutes.) Roll call vote as follows:

AYES: Caron, Lapin, Cohen, Patinkin (4)

NAYS: None

ABSTAIN: Antokal (1)

Motion passed in a roll call vote.

COVID-19 Project/Purchase Deferment

As the approximate cost of the COVID-19 virus relating to loss revenue from mid-March to mid-April is \$349,000, the next step to help to minimize the financial effect of COVID-19 would be to examine the planned and budgeted projects and purchases for the fiscal year to see if there are any opportunities to minimize or negate the effect. Staff prepared a list of anticipated lost revenue as well as a list of candidates or projects and purchases for consideration of deferral or postponement.

The recommended deferrals match the lost revenue for the time period mid-March through mid-April. Further examination of deferrals could be completed in the next month as the district hopefully gains a clearer picture as to when normal operations may resume including seasonal facility operations such as outdoor swimming pools.

In response to the COVID-19 pandemic, motion made by Commissioner Lapin, seconded by Vice-President Caron, to postpone the pickleball project to 2021, not to print and mail summer guide for 2020, replace security cameras only as needed, postpone golf beverage cart and driving range ball purchases to 2021, postpone Clavey Park drainage project to 2021, postpone Keller Park Bike Path project to 2021 and postpone Sachs Recreation Center interior finishes project to 2021. (Copy attached and made a part of these minutes.) Roll call vote as follows:

AYES: Lapin, Caron, Antokal, Cohen, Patinkin (5)

NAYS: None (0)

Motion passed in a roll call vote.

Vice-President Caron thanked staff for all the effort put into preparing this information for the board. She also commented that most of our projects would be put off for a year. Director Nehila commented that the district will still have to take care of mechanical items but may have to defer more projects based on additional lost revenues.

Bid Awards-Turf Care Products for Deerfield Golf Club

Motion made by Treasurer Cohen, seconded by Commissioner Lapin, to approve the purchase of turf care products from the following suppliers for the amount listed: Reinders, \$2,986.00; SiteOne, \$3,490.96; Pendleton Turf Supply \$11,315.25; Van Diest Supply, 3,932.25; Chicagoland Turf, 5,815.48; Advanced Turf Solutions, \$19,637.20. Total amount: \$47,176.14. (Copy attached and made a part of these minutes.) Roll call vote as follows:

AYES: Cohen, Lapin, Antokal, Caron, Patinkin (5)

NAYS: None (0)

Motion passed in a roll call vote.

Bid Awards – Mowers for Deerfield Golf Club

Motion made by Treasurer Cohen, seconded by Vice-President Caron, to approve the purchase of NIPA listed Toro Mowers from the company Reinders for the total amount of \$82,951.26. (Copy attached and made a part of these minutes.) Roll call vote as follows:

AYES: Cohen, Caron, Antokal, Lapin, Patinkin (5)

NAYS: None (0)

Motion passed in a roll call vote.

Other

Legislative Conference

The Legislative Conference to be held in Springfield in late April has been postponed.

SD109 Caruso Middle School Auditorium Project

SD109 has bid out both the renovation of the existing shell of the auditorium as well as the expanded use. The bigger scope of the project budget was \$6,000,000 and the bid came in at \$6,010,000. But due to the COVID - 19 pandemic, the school board decided not to vote on the project at this time.

Video Zoom Meeting

Commissioners suggested doing a video Zoom meeting instead of a telephone Zoom meeting. Director Nehila will work with the IT department on the possibility of holding a video zoom meeting instead of a telephone meeting.

The next meeting will be the Regular Board Meeting on April 16, 2020, no Finance Meeting will be held. Commissioners recommended changing the regular meeting start time to 7:30 p.m.

Motion made by Treasurer Cohen, seconded by Commissioner Antokal to adjourn the Special Meeting at 8:14 p.m. Roll call vote as follows:

AYES: Cohen, Antokal, Caron, Lapin, Patinkin (5)

NAYS: None (0)

Motion passed in a roll call vote.

Respectfully submitted,


Jeff Nehila, Secretary