

MINUTES OF REGULAR BOARD MEETING BOARD OF PARK COMMISSIONERS May 21, 2020

The Regular Meeting of the Board of Park Commissioners was called to order by President Patinkin at 7:30 p.m. via remote access by Zoom video. 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.

No public comment via email pertaining to the agenda was received prior to the meeting. Director Nehila reported that he has received several inquiries as to the status of the pools for the summer.

Approval of Minutes

Motion made by Vice-President Caron, seconded by Commissioner Antokal, to approve the minutes of the April 16, 2020 Regular Board Meeting and the May 7, 2020 Workshop Meeting. Roll Call vote as follows:

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

Motion passed in a roll call vote.

FINANCE REPORT

Tax Appeal Report

Commissioners were provided with a letter from Scott Nemanich from Klein, Thorpe and Jenkins regarding the results of the tax appeals from property owners and the district's interventions/appeals for 2019. The synopsis shows that 24 cases required Scott's involvement with an intent to minimize the requested decrease in EAV by property owners of over \$36 million. As a result of Scott's involvement in each case, the settled upon reductions were decreased by only \$16 million. By using the district's tax rate, this result in a "recapture" of over \$100,000 in tax dollars.

Approval of Disbursements

Motion made by Commissioner Antokal, seconded by Treasurer Cohen, to approve the Voucher Listing dated May 21, 2020 in the amount of \$1,291,406.27 which includes \$29.22 in travel and training expenses. (Copy attached and made a part of these minutes.)

Discussion followed:

Vice-President Caron asked what was done to the exercise studio floor at SRC. Staff responded that a company came in and sanded it down to the original wood and applied 2 coats of sealer and 2 coats of finish. The floor looks great and the process actually brightened up the studio.

Treasurer Cohen asked if the golf course would be over budget for turf care products because of all the rain. Staff responded that as long as there's no extreme heat, staff hasn't seeded or been washed out so as of now things are on schedule.

Treasurer Cohen asked about the high number of refunds for golf passes in the ladies' leagues. Staff responded that in light of the current situation and concern for their health over 90 of the ladies' league players asked for refunds.

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Treasurer Cohen asked about the number of suppliers used for hand sanitizer purchases and if it would make sense to purchase from one supplier. Staff responded that at the time suppliers were limiting purchasing, so staff purchased from a number of suppliers.

Commissioner Lapin asked about the commission the golf course paid to the Village of Riverwoods. Staff responded that it is for an IGA with Riverwoods that states the golf course would pay Riverwoods a commission of one-half percent on most of the course's revenues. This is over and beyond payment for the golf course's liquor license.

Commissioner Lapin asked why FORE is purchasing beef tenderloin and shrimp at this time. Staff responded that it was part of the curbside selling to help reduce inventory of items not being used. Staff needed to purchase a few items to increase interest and sell with remaining inventory in the second and third round of sales.

President Patinkin asked about the high electrical bills for Clavey and Maplewood. Staff responded that they would work with finance and investigate.

President Patinkin asked about the high electrical bill listed for storage building. Staff responded that it is probably for the storage shed at Clavey but will investigate.

President Patinkin mentioned that the winter utility bills for Mitchell seemed high as well. Staff responded that they would investigate.

President Patinkin asked about the payments to Tree Holdings, LLC. Staff responded that the payments are for ASC enrichment programs and the instructor gets paid a percentage per student.

After discussion, roll call vote as follows:

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

NAYS: None (0)

Motion passed in a roll call vote.

NEW BUSINESS

SRC West Roof Rehabilitation Project

Motion made by Treasurer Cohen, seconded by Commissioner Antokal, to waive the low bid from Bee Liner Lean Services for the SRC Roof Rehabilitation Project base bid due to incomplete bid package submittal and the inability to meet project specification requirements and award the base bid to DGC Roofing Solutions, Inc. at a cost of \$248,231.00. (Copy attached and made a part of these minutes.) Roll call vote as follows:

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

NAYS: None (0)

Motion passed in a roll call vote.

Recreation Center Advisory Committee Appointment

At the April 2020 board meeting, the park board deferred one recommended appointment, Jay Keltner, to May for consideration. The deferment was intended to gather more information from the candidate to measure the potential contribution to the committee. After speaking to Mr. Keltner, staff believes he will be

able to provide a different perspective to the Recreation Center Advisory Committee and recommend he be appointed to a 3-year term.

Motion made by Commissioner Antokal, seconded by Commissioner Lapin, to appoint Jay Keltner to the Recreation Center Advisory Committee for three-year terms beginning May 21, 2020. Roll call vote as follows:

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

NAYS: None (0)

Motion passed in a roll call vote.

Resolution #2020-06 – A Resolution to Allow Benefit Protection Leave

Motion made by Treasurer Cohen, seconded by Commissioner Lapin, to adopt Resolution #2020-06 – A Resolution to Allow Benefit Protection Leave. (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.

Resolution #2020-07 – A Resolution Authorizing the Transfer of Balances Between Funds

Motion made by Treasurer Cohen, seconded by Commissioner Antokal, to adopt Resolution #2020-07 authorizing the transfer of \$250,000 from the General Fund to the Golf Course – Special Revenue Fund as of December 31, 2019. (Copy attached and made a part of these minutes). Roll call vote as follows:

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

NAYS: None (5)

Motion passed in a roll call vote.

Resolution #2020-08 – A Resolution to Commit Funds for Capital Expenditures

Motion made by Treasurer Cohen, seconded by Commissioner Lapin, to adopt Resolution #2020-08 committing General Fund balance in the amount of \$1,570,000 for future capital projects. (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.

COVID-19 Staff Compensation – Health Insurance Coverage for Furloughed Employees

Motion made by Commissioner Lapin, seconded by Commissioner Antokal, to approve the Deerfield Park District to cover the employee share of health coverage for any furloughed employee through August, 2020. (Copy attached and made a part of these minutes.) Roll call vote as follows:

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

NAYS: None (0)

Motion passed in a roll call vote.

DYBSA Naming Request Update

Director Nehila reported that he followed up with DYBSA regarding their initial request to see if a feature/amenity within Jewett Park may be named after the Rosenthal's who have recently passed away. Staff provided them with a couple of options to consider.

COVID-19 Operations Update

Director Nehila provided an update on ever-changing COVID-19 Operations.

Tennis: Tennis is now available for singles play with strict guidelines. Staff created an online reservation system. As of 11:00 a.m. today, over 100 reservations have been made. Signage with guidelines and directions for making a reservation are posted at the courts. Pickleball play would also be allowed to be played following the same guidelines. As we move into other phases of the Restore Illinois Plan, tennis should be able to move into doubles play.

Camps: Staff continues to plan for summer camp offerings within local, state and federal guidelines. Camp is scheduled to begin on July 6, 2020 for 5 weeks followed by one week of Extra Added Attraction. Camps will have smaller group and be held at 5 different schools. We are confident that, although it will be a short camp season, it will be offered and well received by the community.

Stimulus Funds: Director Nehila sent correspondences to Senator Morrison and Representative Morgan for consideration of stimulus dollars for local governments, specifically park districts, because of the financial impact of COVID-19.

Return of Furloughed Employee: Chef Joe returned at the golf course to prepare for what was supposed to be takeout only but now that will be turning into outdoor seating on May 29.

Grant Opportunity: Director Nehila stated that he is looking into grant opportunities for the district such as the Illinois Fast Track Grants and others. Director Nehila would like to apply for a grant for the SRC roof.

Sanitization: District facilities were professionally sanitized with an EPA certified product.

Phase 3: Director Nehila reported on changes that happened in the last 27 hours. Governor Pritzker announced that Phase 3 would be starting on May 29. This opens up a lot of opportunities for the district. Director Nehila is working with the village to find out how to go about offering more to the community as the village's declaration was stricter than the state's. Phase 3 will allow the district to offer outdoor fitness classes in groups of 10, indoor tennis use and one-on-one personal training at SRC. It will also allow the golf course to double their capacity, have additional cart ridership, patio dining opportunities, etc.

Golf: Staff reported that Phase 3 allows the course to have foursomes, less restrictive intervals and additional cart ridership. Single rider carts create a shortage of carts quickly, however, staff secured a rental of 24 carts from Sportsman's as they are closed for the season. This will allow carts to be used continuously throughout the day. Some households will be able to ride together. Other changes coming include continuing to encourage pre-pay, patrons will be allowed into the pro shop area only and for purchases only. Group lessons will be offered in groups of 10 including the instructor. Halfway house will be able to be opened. FORE will be able to offer deck seating only. The district's "master carpenter" created a pop-up seating area on the back fence. All food will be delivered in to go containers. All social distancing and face covering guidelines will be followed. Staff is excited to be able to offer the Friday Night Fish Fry in the near future. The course is busy and patrons are excited to be at the course. Rangers are very happy to be back and the cart crew is going through training for disinfecting the carts. Treasurer Cohen praised the golf course staff for doing such a

good job with cleaning and being efficient.

Director Nehila contacted the Village of Riverwoods to make sure there were no other restrictions. The village stated they follow the State guidelines, so the golf course is set to enter Phase 3.

Staff is still waiting for IDPH guidelines. Director Nehila is corresponding with the Village of Deerfield to get approval to open facilities and amenities allowable in Phase 3.

Pools: With the governor recently stating that the expected peak of the virus is in mid-June, this peak and the subsequent need for a decline of cases and deaths to offer locations where over 10 people can gather creates a significant obstacle for pools this year. Without knowing the end date of the Stay-At-Home order and with no IDPH guidelines received to date, the initial thought, which has changed, was to make a decision to open the pools or not. The district has been deliberate in trying not to make a decision yet. Last week's announcement made an indication that the district shouldn't make an announcement at this time. Now knowing Phase 3 is coming, staff has been discussing how the district could operate the pools safely. Staff has already created a strong model on how this could be done. In Phase 3 the district would be able to train lifeguards in person.

A number of state-wide and neighboring districts have already, or will be announcing, that their agencies will not operate pools this season. It's possible the state could be in Phase 4 by early July, this would allow up to 50 people to gather plus possible more allowance in the IDPH guidelines. It would be a short season but very desired pool season this year. Opening the pools would be a great way to serve the community.

Director Nehila recommended that the district wait a couple of weeks to get the IDHP guidelines before making a decision. The district could try for a July 6 opening. This will allow enough time for staff to fill the pools, train lifeguards and get the facilities ready.

Staff reported that we have 58 lifeguards hired to date with 2 applications received recently. At this time, staff is recommending to open Mitchell for regular hours and Deerspring for Coho, lap swim and open swim on weekends only.

Vice-President Caron commended staff on the good job in completing the models and asked how staff will be able to enforce social distancing in the pool. Staff responded that it's recommended to apply social distancing guidelines on the deck. That once people get in the water you can't enforce it, but the disease isn't transmitted in the water.

The board concurred with staff's recommendation to wait for IDPH and CDC guidelines.

Treasurer Cohen asked about indoor swimming. Director Nehila responded that no guidelines for indoor pool usage has been received.

Vice-President Caron asked if any guidelines have been received regarding playground usage. Director Nehila responded that there has been no information received on playgrounds at this point. Vice-President Caron mentioned she heard that the coronavirus doesn't live on surfaces as long as they once thought but for playgrounds social distancing is still an issue.

President Patinkin thanked the staff for all they do and their ability to adapt.

Other

Blood Drive

Commissioner Antokal thanked staff for working with the village to allow the district to host the June 7 blood drive at JPCC from 8:00 a.m. -1:00 p.m. Details are being worked out but all safety, social distancing and face covering guidelines will be followed.

ADA Transition Plan Public Hearing

Staff will host an ADA Transition Plan Public Hearing via Zoom meeting on Wednesday, May 29 at 7:00 p.m. This Public Hearing was also advertised through the district's special recreation association.

Accreditation

Staff continues to work on the accreditation process. The district's mentor will be out on June 16, 2020 for a review.

The next regular meeting of the Board of Park Commissioners is scheduled for Thursday, June 18, 2020 at 7:30 p.m.

Motion made by Treasurer Cohen, seconded by Commissioner Antokal to adjourn the Regular Meeting at 8:44 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