

**Bensenville Park District
 Board of Park Commissioners
 Meeting Minutes
 Wednesday, December 16, 2020
 REMOTE MEETING – COVID 19 DECLARATION**

1. Call to Order

President Johnson called the Meeting to order at 6:00 p.m.

Roll call was taken:

	<u>Present</u>	<u>Absent</u>
Geils	X	
Gibbs	X	
Johnson	X	
Karg	X	
Linder	X	

Staff in attendance: Joe Vallez, Executive Director and Mary Dickson, Attorney.

Pledge of Allegiance: President Johnson led the Pledge.

2. Public Hearing

President Johnson opened the Public Hearing for the issuance of \$1,300,000 General Obligation Limited Tax Park Bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto.

There being no public comment, President Johnson closed the Public Hearing.

3. Public Hearing

President Johnson opened the Public Hearing FY 2020-2021 Proposed Budget and Appropriation Ordinance for the Bensenville Park District.

There being no public comment, President Johnson closed the Public Hearing.

4. Approval of Agenda

It was moved by Commissioner Geils, seconded by Commissioner Karg, to approve the Agenda, as presented.

On a roll call vote:

<u>ROLL CALL</u>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Johnson	X		
Karg	X		
Gibbs	X		
Linder	X		
Geils	X		

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Motion carried.

5. Approval of Minutes

It was moved by Commissioner Karg, seconded by Commissioner Linder, to approve the Minutes from November 18, 2020 as presented.

On a roll call vote:

<u>ROLL CALL</u>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Johnson	X		
Karg	X		
Gibbs	X		
Linder	X		
Geils	X		

Motion carried.

It was moved by Commissioner Karg, seconded by Commissioner Linder, to approve the Minutes from the Special Meeting of December 2, 2020 as presented.

On a roll call vote:

<u>ROLL CALL</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstain</u>
Johnson	X		
Karg	X		
Gibbs	X		
Linder	X		
Geils			X

Motion carried.

6. Approval of Accounts Payable

It was moved by Commissioner Linder, seconded by Commissioner Karg to approve Accounts Payable dated 11/25/20 of \$35,640.03 Payroll dated 11/20/20 of \$99,815.43 for a Grand Total of \$135,455.46 Accounts Payable dated 12/10/20 of \$209,758.07 Payroll dated 12/04/20 of \$92,686.84 For a Grand Total of \$302,444.84.

Commissioner Karg questioned Home Depot Credit Card charges, which Mr. Vallez responded, providing information in satisfaction of the question.

On a roll call vote:

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<u>ROLL CALL</u>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Johnson	X		
Karg	X		
Gibbs	X		
Linder	X		
Geils	X		

Motion carried.

7. Recognition of Visitors/Public Comment

No visitors were in the meeting and no comment was received.

8. Communications and Correspondence

Mr. Vallez reported no receipt of communications. The ADA presentation planned for this evening has been rescheduled to January 2021 due to COVID regulations prompting the remote meeting.

9. Board Liaison Reports

NEDSRA

Mr. Vallez reported there is no change, NEDSRA is still operating remotely.

Bensenville Community Foundation

There was no meeting in December.

BBAA

No report.

Chamber of Commerce:

The Chamber will next meet in January

10. Staff Reports

Staff Reports are attached to the Agenda. Mr. Vallez summarized certain activities:

Covid-19 and Staff:

- This past week, had a positive COVID test with staff on Monday; since then 9 of 18 staff members have tested positive. The District has closed the golf course and Deer Grove until 12/28. The Front Desk is open to accept candidate petitions. The doors to Deer Grove are locked, but the individual can call in and staff will go and accept it. The Building is open through 5 p.m. 12/21. Then it will be closed for deep cleaning.
- IGA Resolution

Klein Thorpe and Jenkins will represent the consortium. The previous attorney had numerous conflicts of interest and was having to recuse themselves.

DuPage County Convention and Visitor's Bureau (DCVB)

DCVB has pledged \$10,000 toward marketing the White Pines Golf Course.

Village of Bensenville

The District has discussed with the Village working with its Public Works Department to allow use of District employees in the event of an emergency snow plowing event. If a District employee was called out on a Village emergency, the employee would be off District payroll and work for the Village. They would be a Village employee for this purpose, covered by the Village's insurance.

Discussion ensued on this item, with Commissioners questioning the work status of any District employee working for the Village including workers' compensation and general insurance questions. Counsel suggested that any agreement with the Village relative to this collaboration be in writing authorized by the Board, and that the employees of the District be made fully aware of the terms of the agreement. Mr. Vallez stated he was in receipt of a memorandum of understanding from the Village that he will tender to the Commissioners for review and future approval.

ADA Transition Board Presentation

Mr. Vallez reported that in response to current COVID concerns, he has rescheduled the ADA transition plan presentation to a meeting in January 2021.

Front Desk/Customer Service

The front desk continues to be the main communicators for the changing times and operational changes, and that front desk staff has been important in describing the District's holiday programs to residents.

Finance

Tax Park Bonds proceeds are approximately \$350,000.

Marketing

Bville Buzz looks great, and still requires some additional work.

Discussion ensued relative to channels being used to market the District programs outside of Bensenville. At present, Mr. Vallez reported that the only outside marketing resource is Clear Channel. He added that moving forward the District may want to bring in an outside marketing firm to work with the District's marketing staff to enhance it.

Maintenance

The Department continues to work on numerous on-going projects.

White Pines

Final November Numbers for White Pines are \$173,473.20 for 2020 versus \$32,838.02 for 2019.

Staff is in the process of reviewing all contracts.

Two events scheduled have been canceled due to Covid-19 restrictions.

Staff will evaluate use of the tent for the 2021 season.

Mr. Vallez reported staff reductions, with the elimination of the positions of the Manager of Golf Operations, Maintenance Supervisor, and a shift supervisor who was on furlough.

11. Action Items

A. Resolution #303, A Resolution by the Bensenville Tax Consortium Authorizing Intervention in Property Tax Assessment Appeals.

Commissioner Linder moved, seconded by Commissioner Gibbs, to approve Resolution #303, A Resolution by the Bensenville Tax Consortium Authorizing Intervention in Property Tax Assessment Appeals.

In discussion, Ms. Dickson confirmed information Mr. Vallez had provided, that the change in the consortium was relative to selection of new counsel, which is to be Klein Thorpe and Jenkins. The District has been a part of the tax consortium for some time. In the event of a request to lower tax assessments, the law firm will contact the consortium

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to determine whether any of the members wish to objection to the petition, and if so, it will do an assessment of cost for each taxing body.

On a roll call vote:

<u>ROLL CALL</u>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Johnson	X		
Karg	X		
Gibbs	X		
Linder	X		
Geils	X		

Motion carried.

B. Ordinance #562, An Ordinance Adopting the Combined Annual Budget and Appropriation of Funds for the Bensenville Park District, Du Page County and Cook County, Illinois for the fiscal year beginning on the first (1st) day of May 2020, and Ending on the Thirtieth (30th) day of April, 2021.

Commissioner Linder moved, seconded by Commissioner Geils, to approve Ordinance #562, An Ordinance Adopting the Combined Annual Budget and Appropriation of Funds for the Bensenville Park District, Du Page County and Cook County, Illinois for the fiscal year beginning on the first (1st) day of May 2020, and Ending on the Thirtieth (30th) day of April, 2021.

In discussion, Mr. Vallez labeled this a “give/take budget” based on unknown revenue, and costs due to COVID.

On a roll call vote:

<u>ROLL CALL</u>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Johnson	X		
Karg	X		
Gibbs	X		
Linder	X		
Geils	X		

Motion carried.

C. 2021 Board Meeting Schedule

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Commissioner Linder moved, seconded by Commissioner Gibbs, to approve the 2021 Board Meeting Schedule, which (without a calendar of meetings provided) will call for meetings of the Board on the first and third Wednesday of each month, as is its current schedule. The Board meetings will commence at 6, except for the summer months when the time moves to 5:30 p.m.

On a roll call vote:

<u>ROLL CALL</u>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Johnson	X		
Karg	X		
Gibbs	X		
Linder	X		
Geils	X		

Motion carried.

12. New Business

Mr. Vallez informed the Board that the ADA Transition Presentation, scheduled for this evening, has been continued to January.

13. Old Business

There was no old business to discuss.

14. Closed Session

There was no closed session.

15. Adjournment

Commissioner Geils moved, seconded by Commissioner Linder, to adjourn the meeting at 7:09 p.m.

On a roll call vote:

<u>ROLL CALL</u>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Johnson	X		
Karg	X		
Gibbs	X		
Linder	X		

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Geils X

Motion Carried.

The meeting stands adjourned.

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Approved:

President Rich Johnson

Secretary