

**Bensenville Park District  
 Board of Park Commissioners  
 Regular Meeting Minutes  
 Wednesday, November 18, 2020  
 REMOTE MEETING – COVID 19 Declaration**

1. Call to Order

President Johnson called the Meeting to order at 6:04 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, Evelyn Struck, Superintendent of Finance and Mary Dickson, Attorney.

Pledge of Allegiance: President Johnson led the Pledge.

2. Public Hearing

President Johnson opened the public hearing into the 2021-2022 budget. Executive Director Vallez discussed the budget and the impact of COVID-19 on revenues. There being no public comment, the public hearing was closed.

3. Approval of Agenda

It was moved by Commissioner Karg, seconded by Commissioner Gibbs, 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

Motion carried.

4. Approval of Minutes

Commissioner Gibbs moved, seconded by Commissioner Karg, to approve the minutes of October 21, 2020.

**Bensenville Park District  
Board of Park Commissioners  
Regular Meeting Minutes  
Wednesday, November 18, 2020  
Page 2**

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.

5. Approval of Accounts Payable and Payroll

Commissioner Linder moved, seconded by Commissioner Gibbs, to approve Accounts Payable dated 10/29/20 of \$415,809.19, Payroll dated 10/23/20 of \$109,466.20 for a Grand Total of \$525,275.39, Accounts Payable dated 11/12/2020 of \$712,626.06, Payroll dated 11/06/20 of \$100,453.30 for a Grand Total of \$813,079.36.

In discussion, Mr. Vallez stated that refunds in the report were not for Monster Mash, which was a success.

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.

6. Recognition of Visitors/Public Comment

Jaci Charbonneau was present; she made no comment.

7. Communications and Correspondence

Mr. Vallez reported receipt of several items of information for the Board.

8. Board Liaison Reports

A. NEDSRA

NEDSRA is still closed; there is still some discussion occurring relative to reimbursement to the member Districts.

**B. Bensenville Community Foundation**

Tom Early and Evan Summers are interviewing for someone to do the Foundation accounting. The next meeting is in January. The Foundation will sponsor the coat district and toy drive in the Village.

**C. BBAA**

The District completed planting the tree in honor of a young resident who died..

**D. Chamber of Commerce**

The Chamber met, elected new officers who are all the same as current office holders. Will appoint the officers on January 12, 2021..

**8. Staff Reports**

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

**Covid-19 and Staff:**

- As of November 6, all senior gatherings were cancelled, as well as gatherings in the building. Two staff members are on quarantine, one has received a negative result, and one positive, who will be quarantined for the full period.
- Registration will be taken for holiday/winter events.

**October Revenue**

- 2019/2020 comparisons were discussed

**Marketing**

- 25 weddings have been booked for next year.
- Event Show Room/Pro Shop: New Showroom for events/weddings as well as the Pro Shop.

**Bensenville Park District  
Board of Park Commissioners  
Regular Meeting Minutes  
Wednesday, November 18, 2020  
Page 4**

- 37 Bar and Grill: The halfway house was winterized by maintenance staff and all operations moved indoors for carryout only.

**Website:**

- The new website is up.

**Special Services:**

- Grants: The KaBoom grant is still on hold but the District is on the top of the list. Forestry Grant: We are #8 on the list, recipients receive a max of \$20,000 with \$340,000 available for distribution. Coronavirus Relief Fund: Submitted Nov. 11. IPARKS Grant: Submitted Nov. 11th . IDNR Grant: on hold waiting on Springfield action. National Alliance for Accessible Golf Grant: researching.
- Safety: White Pines safety assessment is ongoing with action follow up documentation and timeline for remediation. Winter Training Maintenance: November 18th . Covid-19: Contact tracing reports for compromised staff. Covid-19 Letters of Possible Exposure: Letters to participants from the Monster Mash event. Harassment Training Certificates: for personnel files. Playground Safety Program is in development.

In response to questions, Mr. Vallez stated that the District remains poised to transition to PDRMA, but cannot while there are open insurance claims with IPARKS.

**Maintenance:**

- The District is looking to spend down its special recreation funds. Playground plans are underway.

**Marketing:**

- New Park Signs: permits are in for approval.
- Bville Buzz: This new tool for community outreach is done well, is innovative and fun.
- Halloween Events: activities were promoted well and were certainly entertaining for all who attended.
- Holiday Events: promotion is out and very inviting. Parking lot banners are up and building/facility decorating is being completed.

**Recreation:**

**Bensenville Park District  
 Board of Park Commissioners  
 Regular Meeting Minutes  
 Wednesday, November 18, 2020  
 Page 5**

- Fitness: a restart of the fitness center has been initiated. Only 10 patrons are allowed to work out at one time.
- Virtual Programming: Programs are planning on being done virtually.
- Holiday Events: Zoom Calls from Santa, Letters to Santa, Santa Coming to Town.

**Finance:**

- Abatement Ordinance is on the agenda, this is an annual process.
- The Budget will be discussed.
- Levy Ordinance will be discussed; adoption is an annual process.

Mr. Vallez informed the Board that with new COVID restrictions, the Board’s Park Presentation scheduled for 11/21/2020 will be rescheduled.

9. Actions Items

**Ordinance #560 An Ordinance Providing for the Annual Levy of Taxes for the Fiscal Year Beginning May 1, 2020 and Ending April 30, 2022**

Commissioner Linder moved, seconded by Commissioner Karg, to approve Ordinance #560 An Ordinance Providing for the Annual Levy of Taxes for the Fiscal Year Beginning May 1, 2020 and Ending April 30, 2022

On a roll call vote:

ROLL CALL	Ayes	Nays	Absent
Johnson	X		
Karg	X		
Gibbs	X		
Linder	X		
Geils			X

Motion carried.

**Ordinance #561 An Ordinance Abating the Tax Hereto Levied for the Year 2020 to Pay the Principal of and Interest on General Obligation Park Bonds (Alternative Revenue Source) 2014A**

Commissioner Linder moved, seconded by Commissioner Gibbs, to approve Ordinance #561 An Ordinance Abating the Tax Hereto Levied for the Year 2020 to Pay the Principal of and Interest on General Obligation Park Bonds (Alternative Revenue Source) 2014A

**Bensenville Park District  
Board of Park Commissioners  
Regular Meeting Minutes  
Wednesday, November 18, 2020  
Page 6**

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.

11. New Business

President Johnson introduced Jaci Charbonneau, who he is appointing, with the Board's consent, to the Bensenville Community Foundation, replacing Brad Gibbs.

The Commissioners concurred in the appointment.

President Johnson expressed the District's condolences to Commissioner Geils and his family on the passing of a family member.

12. Old Business

There was no old business.

13. Closed Session

There was no Closed Session.

14. Adjournment

Commissioner Linder moved, seconded by Commissioner Gibbs to adjourn the meeting at 7:05 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

**Bensenville Park District  
Board of Park Commissioners  
Regular Meeting Minutes  
Wednesday, November 18, 2020  
Page 7**

Motion Carried.

The meeting stands adjourned.

Approved:

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President Rich Johnson

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Secretary