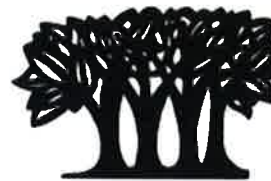


Morton Grove Park District

6834 Dempster Street • Morton Grove, Illinois • 60053 847/965-1200



**MORTON GROVE
PARK DISTRICT**

Minutes of the 823rd
Board Meeting
May 20, 2020
Held via Zoom

- I. **Roll Call:** Commissioner Minx called the meeting to order at 6:33pm.

Commissioners Present: Paul Minx, Keith White, Erica Epperson, Steve Schmidt and Mazhar Khan

Staff Present: Jeffrey Wait, Executive Director; Marty O'Brien, Superintendent of Finance; Laura Kee, Superintendent of HR and Risk Management; Sue Braubach, Superintendent of Recreation; Keith Gorczyca, Superintendent of Parks and Facilities; Luisa Gonzalez, Finance Coordinator; Mary Mucci, Recreation Supervisor; Elizabeth Hoyt, Recreation Supervisor; Claire Baumgartner, Recreation Supervisor and Claudia Marren, Administrative Assistant

Guest Present: Tom Lalonde, Jim O'Malley and the Williams Architect team.

Attorney Present: None.

- II. **Pledge of Allegiance:** The Pledge of Allegiance was recited.

- III. **Additions/Changes to the Agenda:** None.

- IV. **Citizens Comments on Agenda Items/Correspondence:** None.

- V. **Consent Agenda:**

Commissioner Minx made a motion, seconded by Commissioner Schmidt, to approve:

- a. The Financial Reports:

1. The Cash Summary and Revenue and Expenditure Report dated April 30, 2020 and
2. The Invoice Distribution Report ending April 30, 2020 in the amount of \$68,913.02

Ayes: Commissioner White, Epperson, Schmidt, Khan and Minx. Nays: 0. Motion carried.

- VI. **Director's Report:** Director Wait noted that although there may be delays or further cancellations of events and programs the health and safety of the residents and employees are the Districts top priorities. The District will follow state and county authorities when deciding to open. If residents have any concerns or questions, they may email the Director at jwait@mgparks.com.

- VII. **Attorney Report:** None.

- VIII. **Village Liaison Report:** None.

- IX. **Department Head Reports:** Superintendent Gorczyca noted he has met with construction management companies and soil testing companies for the Harrer Pool project. Gorczyca has also met with Upland Design for the Austin Park renovation. The Parks staff continues to do routine

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maintenance on the parks and buildings and the Prairie View Community Center is getting a thorough cleaning.

Superintendent O'Brien worked with PDRMA to review the unemployment and workman's compensation rates. Received the final draft of the CAFR from the auditors and plan to have the auditor's give their report at the June meeting.

Superintendent Kee noted she has been working with unemployment consultants on the incoming claims. Working with PDRMA regarding procedures which need to be in place when the Park District opens to the public.

Superintendent Braubach noted staff has been busy cancelling programs and offering refunds. Working with outside contractors to offer virtual classes to residents. Working on updating policies and procedures when the District can re-open. Keeping in contacting with parents when they have concerns and questions. Also, relocated many machines in Club Fitness to meet the 6-foot social distancing rules.

X. New Business:

a. **Administration and Finance Committee – Commissioner Minx, Chair**

Harrer Pool Schematic Design: Tom Lalonde from Williams Architect noted he was excited to once again work with the Morton Grove Park District. Williams understands the time constraints and has already met with W. B. Olson several times and has started the special use permit process with the Village. Lalonde gave a presentation of the new Harrer Pool design. Lalonde covered the site plan, pool deck, water slides and splash pad features, the building plans, the bidding aspect and the budget and schedule. Lalonde highlighted the footprint of the pool area will change with the bathhouse now on the east side of the lot, there will be a 50-meter 6 lane pool, a separate slide pool with a climbing wall and a curvy open slide and a shorter steeper slide, several diving boards and stairs to climb in and out. There will also be a separate tot area with a shallow pool and a spray area. The concessions will be accessible from outside the pool, thereby being available for other events. The pool budget is \$11 million, and the plan is to open in June or July 2021.

Commissioner Minx made a motion, seconded by Commissioner Khan to approve the Harrer Pool schematic design from Williams Architect. **Ayes: Commissioner Epperson, Schmidt, Khan, Minx and White. Nays: 0. Motion carried.**

Financial Forecast due to COVID-19: Superintendent O'Brien reviewed the financial forecast during this crisis. O'Brien explained that due to the closure of Club Fitness and the cancelation of all programs and events and based on current revenue and expenses the District may lose approximately \$660,000. O'Brien went on to say that the District is trying to cut back wherever possible, however many of the expenses remain the same. Commissioner Khan asked if the District applied for any federal stimulus money. O'Brien noted he thought it was too tenuous right now and he was not certain that non-private enterprises will receive any money that has been promised.

Board Officer Appointments: Director Wait noted it was time to appoint new Board officers and committee chairpersons and committee members.

Commissioner Minx made a motion, seconded by Commissioner Schmidt to approve the following appointments: President, Commissioner White; Vice-President, Commissioner

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Epperson; Treasurer, Commissioner Minx; Board Secretary, Jeffrey Wait; Recording Secretary, Claudia Marren; Administration & Finance Committee Chair, Commissioner Minx; Committee members, Marty O'Brien and Jeffrey Wait; Parks and Facilities Maintenance Committee Chair, Commissioner Khan; Committee members, Keith Gorczyca and Jeffrey Wait; Recreation and Facility Program Committee Chair, Commissioner Schmidt; Committee members, Sue Braubach and Jeffrey Wait; Village Liaison, Commissioner White; M-NASR Board of Directors, Jeffrey Wait with Marty O'Brien as alternate. Museum council representatives, Commissioner Epperson and Jeffrey Wait, Morton Grove Baseball & Softball Association representatives, Commissioner Epperson and Trevor Stibbe and Sue Braubach; and the Morton Grove AYSO representative, Commissioner Khan and Trevor Stibbe and Sue Braubach. **Ayes: Commissioner Schmidt, Khan, Minx, White and Epperson. Nays: 0. Motion carried.**

COVID-19 Closures: Director Wait noted that due to social distancing requirements it is difficult to offer programs, events and park district services and therefore recommends cancelling all special events, indoor programs that cannot maintain social distance and Oriole Pool until after Labor Day.

Commissioner Minx made a motion, seconded by Commissioner Epperson to approve the cancelation of all special events, indoor programs that cannot maintain social distancing, rentals, and the aquatic season through Labor Day, September 7, 2020. **Ayes: Commissioner Khan, Minx, White, Epperson and Schmidt. Nays: 0. Motion carried.**

Staff Furlough: Director Wait noted that due to the COVID-19 pandemic, that additional measures should be implemented to ensure the financial stability of the District. Wait recommended to furlough all full-time staff below the manager level as of Friday, May 22, 2020. Wait noted that he struggled with this difficult decision and would like the District to continue to cover the health care costs.

Commissioner Minx made a motion, seconded by Commissioner Khan to approve the furlough of all full-time staff below the manager level until deemed necessary to be recalled. **Ayes: Commissioner Khan.**

At this time Commissioner Schmidt asked if the staff should be given more time to prepare, prior to being furloughed. Director Wait explained that the sooner the employees are furloughed, the sooner they can apply for unemployment. Wait also noted that he understood this is a hardship and therefore suggests the District continue to cover the medical, dental and vision insurance plus the IMRF contributions, so the furloughed employees would not lose any service time credit that would apply to retirement.

Commissioner Minx amended the motion, seconded by Commissioner Schmidt to approve the furlough of all full-time staff below the manager level until deemed necessary to be recalled. Also, the District will continue to pay the health, dental and vision insurance plus the IMRF contributions of all furloughed employees. In addition, the District will pass a resolution in July to assure the IMRF payments may be covered. **Ayes: Commissioner Minx, White, Epperson, Schmidt and Khan. Nays: 0. Motion carried.**

XI. Public Comment on Non-Agenda Items: None.

XII. Commissioner Comments:

Commissioner White: Congratulated the staff and thanked them for the diligent work they've done in keeping the Board abreast and informed.

Commissioner Epperson: Wanted to thank the staff for all the planning they did for what would have been a great summer.

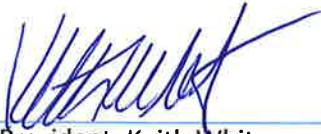
Commissioner Schmidt: Congratulations to all, they are very special people.

Commissioner Khan: Thanked Director Wait for putting together the construction of the new pool and thanked the staff for all their hard work.

Commissioner Minx: Thanked the park staff and said we have the best park district in the country because of them.

XIII. Adjournment: Commissioner White made a motion, seconded by Commissioner Khan to adjourn the meeting. **Ayes: Commissioner Epperson, Schmidt, Khan, White and Minx. Nays: 0. Motion carried.**

Meeting ended at approximately 7:51pm.



Board President, Keith White



Board Secretary, Jeffrey Wait