

MINUTES

BUDGET AND APPROPRIATIONS PUBLIC HEARING AND REGULAR MEETING COMMUNITY PARK DISTRICT OF LA GRANGE PARK

July 20, 2020 – 6:30 PM

1. PUBLIC HEARING FOR THE COMBINED ANNUAL BUDGET AND APPROPRIATIONS ORDINANCE 003-20 FOR FISCAL YEAR MAY 1, 2020-APRIL 30, 2021. (Notice of the Public Hearing was published in Suburban Life-July 2, 2020)

- a. CALL TO ORDER & ROLL CALL

President Ogden called the meeting to order at 6:31 p.m. Commissioners present were Karen Boyd, Bob Corte, Peggy Ronovsky (via Zoom), and Lucy Stastny (via Zoom).

Also present were Executive Director Jessica Cannaday (via Zoom), and Recreation Manager Ashley Jusk.

- b. Commissioner Boyd made a motion to allow Commissioner Ronovsky and Commissioner Stastny to attend the meeting via video conference (Zoom). Commissioner Corte seconded the motion. Motion was passed unanimously.

- c. Public Hearing for the Proposed Budget and Appropriation Ordinance for Fiscal Year May 1, 20120 – April 30, 2021

President Ogden asked whether anyone else was attending virtually. There were no responses. President Ogden asked if there were any public comments regarding the Community Park District Budget & Appropriations Ordinance Number 003-20. There were none.

- d. ADJOURNMENT OF PUBLIC HEARING

Commissioner Boyd made a motion to adjourn the meeting at 6:36 p.m. Seconded by Commissioner Corte. Motion passed unanimously.

2. CALL TO ORDER & ROLL CALL

President Ogden called the meeting to order at 6:37 p.m. Commissioners present were Karen Boyd, Bob Corte, Peggy Ronovsky, and Lucy Stastny.

Also present were Executive Director Jessica Cannaday, Recreation Manager Ashley Jusk, and Financial Consultant Phil Mesi (as of 6:52 p.m.).

- a. Commissioner Corte made a motion to allow Commissioner Ronovsky and others to attend the meeting via video conference (Zoom). Commissioner Boyd seconded the motion. Motion was passed unanimously.

3. PLEDGE OF ALLEGIANCE

4. PARK DISTRICT MISSION

The Community Park District of La Grange Park shall offer high quality, affordable and accessible park and recreation facilities, programs, and services in a financially responsible manner.

5. OPEN FORUM

There were no public comments.

6. ADDITIONS/DELETIONS/APPROVAL OF AGENDA

- a. Commissioner Ronovsky made a motion to approve the agenda as written. Seconded by Commissioner Corte. Motion passed unanimously.

7. APPROVAL OF BOARD MEETING MINUTES

- a. Commissioner Corte made a motion to approve the June 8, 2020 minutes. Seconded by Commissioner Stastny. Motion passed unanimously.

8. COMMUNICATIONS/PROCLAMATIONS/PRESENTATIONS

- a. President Ogden asked the Board and Staff members if there were any communications, proclamations, or presentations. Executive Director Cannaday expressed her appreciation for the La Grange Park Police Department's coordination with the Park District during a recent incident involving addressing and disbursement of a gathering of 120 to 150 juveniles at Memorial Park. Social distancing was addressed. Also, one basketball rim will be replaced, and one is being fixed.

8. STAFF RECOGNITION

- a. Executive Director Cannaday stated that the new Recreation, Facilities, and Safety Manager role has been filled.
- b. Executive Director Cannaday introduced new Board Secretary, Jane Bowers. Ms. Bowers introduced herself, noting her professional background, and history teaching Spanish at the Park District.

9. STAFF REPORTS

- a. Executive Director Report
A written report distributed to the Board prior to the meeting was introduced by Executive Director Cannaday. Director Cannaday stated that the audit has been completed and expects the auditors to present a clean opinion. Work with AYSO and Little League to open fields safely was discussed. She also noted that several new instructors have been hired for summer programming.
- b. Discussion regarding the background, hiring, and communication of the new Recreation, Facilities, and Safety Manager took place. Also discussed was the cost benefit analysis of hiring a full-time employee. Questions were asked and answered. External and internal cross training for the new employee were discussed. Additional discussion took place, and questions were asked and answered.
- c. Recreation Report

A written report distributed to the Board prior to the meeting was introduced by Recreation Manager Ashley Jusk. She stated that there are currently 145 students enrolled for the 2020/2021 school year, and that summer school continues to move along smoothly. Questions were asked and answered on planning for safely opening the 2020/2021 school year and what format will be used, and other related school year safety topics. Recreation Manager Jusk confirmed that she is watching for guidelines and formats that District 102 will be implementing. She was asked to forward an email to the Commissioners on what related policies are and might look like when she receives them. She agreed.

d. Parks Report

A written report by Building & Grounds Supervisor Ray Drexler, and included in the packet, was presented by Executive Director Cannaday. She stated that the Park's custodial staff has been retrained on COVID cleaning and that fields and courts have been prepped for play, and parks have been inspected and opened. Questions were asked and answered.

e. Community Engagement & Marketing Report

A written report included in the packet by Community Engagement & Marketing Coordinator Amanda Kennedy was introduced by Executive Director Cannaday. She reviewed new programs running for July, the addition of 44 more private tennis lessons, and 46 students in various level tennis camps. The July 25, 2020 Community Shred day was mentioned. Discussion of handling Veteran Memorial efforts and activities were also discussed. Questions were asked and answered.

f. Financial Consultant Report

Financial statements for the month ending June 30, 2020 were introduced. Mr. Mesi stated that 5 utility bills were paid on July 7, 2020, and the rest were paid July 20, 2020. He stated that approximately \$25,000 in taxes were received as of July 20, 2020. He stated that at first glance, the audit seemed to have gone well. Finally, he stated that when the budget is approved he will load it into the financial statements. Questions were asked and answered.

9. APPROVAL OF MONTHLY DISBURSEMENTS

A Purchase Journal included in the packet prior to the meeting was introduced by Financial Consultant Phil Mesi. Commissioner Ronovsky made a motion to approve the monthly disbursements totaling \$113,551.04. Seconded by Commissioner Corte. Motion was passed unanimously by roll call vote.

10. UNFINISHED BUSINESS

Budget & Appropriations Ordinance 003-20

Commissioner Stastny made a motion to approve Ordinance Number 003-20 for the combined budget and appropriations for Fiscal Year 20/21. President Ogden seconded. Motion was passed unanimously by roll call vote. Commissioner Ronovsky complimented Executive Director Cannaday and her staff on the quality work done by them on this budget.

11. NEW BUSINESS

a. Pets in the Park Policy

Discussion of the current and a potentially updated/revised Pets in the Park Policy took place. Discussion ensued, including safety, waste management, comparative metrics, and adding this information to the La Grange Park newsletter at a later point.

Commissioner Boyd stated that she would forward related side bar conversation topics to Executive Director Cannaday for consideration. Executive Director Cannaday then asked the Board whether they would be in favor of exploring a policy allowing for leashed dogs in the parks. Upon Board confirmation, she stated that she would draft a new Pets in the Park Policy for review/approval.

b. Tobacco Policy

Discussion of the current and a potentially updated/revised Tobacco Policy took place. Post discussion, Executive Director Cannaday then stated that she would update/revise the current Tobacco Policy to eliminate all tobacco and vaping use within all areas of all parks, at all times, for review/approval.

12. NEXT REGULAR MEETING

Monday, August 10, 2020 at 6:30 p.m. in the multi-purpose room.

13. ADJOURNMENT

Commissioner Ronovsky made a motion to adjourn the meeting at 7:42 p.m. Seconded by Commissioner Stastny. Motion passed unanimously.

Secretary

Approved August 10, 2020