



**OFFICIAL MINUTES
OSWEGOLAND PARK DISTRICT
BOARD OF PARK COMMISSIONERS
MAY 21, 2020**

The Oswegoland Park District Board of Park Commissioners met on the above date using Zoom to allow for remote electronic attendance to conduct this Park Board meeting remotely per Executive Order 2020-07 in response to COVID-19.

CONVENING THE MEETING

President Tartol called the meeting to order at 5:31 p.m. The Secretary then called the roll. Commissioners Behrens, Ijams, McCallough, Tartol, and Wise were physically present.

Staff attending remotely included: Rich Zielke, Cindy Benson, Tina Ward, Ben Nachtwey, Chad Feldotto, Cheryl Keilson, Laura Finch, Tom Betsinger, Kristen Desler, and Bob Kohlstedt.

Guest in attendance was Brian LeFevre (Sikich LLP). Derke Price, Legal Counsel, was also in attendance.

Announcements and Changes to the Agenda

None

Remote Participation

Commissioner Behrens made a motion to permit Commissioners Behrens, Ijams, McCallough, Tartol, and Wise to participate remotely. The motion was seconded by Commissioner McCallough.

Roll Call:	Ayes	Commissioners Behrens, McCallough, Ijams, Tartol, and Wise
	Nays	0
	Abstain	0
	Absent	0

COMMUNICATIONS

Recognition of Visitors

None

Annual Fiscal Audit Presentation

Brian LeFevre from Sikich, LLP provided a presentation on the District's annual Comprehensive Annual Financial Report for the Fiscal Year ending December 31, 2019.

Written Correspondence

None

CONSENT AGENDA

Tartol listed items on the Consent Agenda as follows:

- Approval of minutes of the Board meeting on April 16, 2020
- Acceptance of the Treasurer's report as of April 30, 2020.
- Approval of Payables for the period of April 17, 2020 – May 21, 2020 in the amount of \$365,075.11

Commissioner Behrens made a motion to accept and approve the Consent Agenda as presented. The motion was seconded by Commissioner Ijams.

Roll Call: Ayes Commissioners Behrens, Ijams, McCallough, Tartol, and Wise
 Nays 0
 Abstain 0
 Absent 0

BOARD AND OPERATIONAL RESTRUCTURING

The restructuring of the Board was held with Secretary Benson presiding.

Nominations for the office of president were opened. Commissioner Behrens nominated Tartol for the office of President. There were no other nominations. The motion was seconded by Commissioner Ijams.

Roll Call: Ayes Commissioners Behrens, Ijams, McCallough, Tartol, and Wise
 Nays 0
 Abstain 0
 Absent 0

Tartol presided over the meeting from this point forward.

Nominations for the office of Vice President were opened. Commissioner Ijams nominated Wise for the office of Vice President. There were no other nominations. The motion was seconded by Commissioner Behrens.

Roll Call: Ayes Commissioners Ijams, Behrens, McCallough, Tartol, and Wise
 Nays 0
 Abstain 0
 Absent 0

Behrens made a motion that Cindy Benson be appointed to fill the position of Secretary; Tina Ward be appointed to fill the position of Treasurer; Mike Fee and Chad Feldotto be appointed to fill the position of ADA Coordinators; Rich Zielke and Cindy Benson be appointed to fill the position of FOIA (Freedom of Information Act) Officers; Sandy Tartol, Rich Zielke, and Cindy Benson be appointed to fill the position of OMA (Open Meetings Act) Designees; Rich Zielke be appointed to be the District's representative to the Fox Valley Special Recreation Association (FVSRA) Board of Directors and that in Zielke's absence, Tom Betsinger and Keith Zalewski be appointed as alternates to the FVSRA Board; Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer P.C. be retained as District Corporate Counsel; and that the Board of Commissioners be appointed as a Committee of the Whole to serve as the Finance, Natural Resources, Personnel, Golf, and Ground & Buildings Committees. The motion was seconded by Commissioner McCallough.

Roll Call: Ayes Commissioners Behrens, McCallough, Ijams, Tartol, and Wise
 Nays 0
 Abstain 0
 Absent 0

Commissioner Behrens made a motion to approve the list of Designation of Depositories as presented. The motion was seconded by Commissioner Wise.

Roll Call: Ayes Commissioners Behrens, Wise, Ijams, McCallough, and Tartol
 Nays 0
 Abstain 0
 Absent 0

Commissioner McCallough made a motion to adopt and re-affirm the schedule for reviewing the minutes of past Executive Sessions. Commissioner Ijams moved that the Board adopt and re-affirm the following policy and practice concerning minutes of the Executive Sessions: All minutes being held as confidential, and all minutes of Executive Sessions not yet reviewed, shall be reviewed by the Board of Commissioners in accordance with state law on a semi-annual basis at Executive Sessions called at the regular meetings of the Board in March and September of each calendar year and, after reviewing the advice of counsel, the Board shall determine which minutes to release. The motion was seconded by Commissioner Behrens.

Roll Call:	Ayes	Commissioners McCallough, Behrens, Ijams, Tartol, and Wise
	Nays	0
	Abstain	0
	Absent	0

Commissioner McCallough made a motion that the Ledger-Sentinel be retained as the District's Newspaper of Record. The motion was seconded by Commissioner Wise.

Roll Call:	Ayes	Commissioners McCallough, Wise, Behrens, Ijams, and Tartol
	Nays	0
	Abstain	0
	Absent	0

BOARD BUSINESS

President Comments

- Tartol thanked staff for the great work they have been doing, and continue to do, remotely during these times. Tartol added that she appreciates the dedication staff continues to show to both the District and the community, as well as their creativity.

Commissioner Comments

- McCallough commended Desler on her Virtual Yoga & UnWine'd program she offered.

STAFF AND COMMITTEE REPORTS

Executive Director Report (shared by Rich Zielke)

- Good news is starting to be received regarding Illinois moving into Phase 3 on May 29. The District is planning modified programming and is making plans to re-launch the summer season based on the Phase 3 guidelines.
- Plans are being made to begin introducing some staff back into the office begin June 1. This will be a phased approach.
- Phase 3 will allow for foursomes and ten-minute tee time intervals at the golf course. The restaurant will be able to offer outdoor service too. Pools, however, are still not able to open in this phase.
- Understandably, SD308 shared that the District will not be able to utilize school facilities this summer. Staff have already begin making plans to use District rooms for its camp programs.
- The Admin Team is reviewing and updating the District's Capital Project list.
- Hudson Crossing Park saw a lot of flooding as a result of recent storms.

Finance Director Report (shared by Tina Ward)

- Finance and recreation staff have processed another \$100,000 in refunds for the remaining cancellations through May 30.
- Working on building and creating a cash flow forecasting model to share with the Board.
- Received word from Kendall and Will counties regarding the tax levy. The District requested about \$7 million and the final levy came in at about \$6.74 million for both counties. The District should receive a distribution the week of May 25.
- Currently, revenues for the District are down about \$1.3 million.

Written Staff Reports

- Tartol shared she appreciates all that staff is still able to accomplish during this pandemic.

Fox Valley Special Recreation Association Report (shared by Rich Zielke)

- Next meeting is on Tuesday, May 26
- FVSRA is continuing with virtual programming.

Foundation Report (shared by Chad Feldotto)

- Next meeting is Tuesday, June 9.

ACTION ITEMS

Commissioner McCallough made a motion to accept and place on file the Comprehensive Annual Financial Report (CAFR) for the fiscal year ending December 31, 2019. The motion was seconded by Commissioner Wise.

Roll Call:	Ayes	Commissioners McCallough, Wise, Behrens, Ijams, and Tartol
	Nays	0
	Abstain	0
	Absent	0

UNFINISHED BUSINESS

None


NEW BUSINESS

None

ADJOURNMENT

The meeting was adjourned at 6:32 p.m. following a motion made by Commissioner Behrens and seconded by Commissioner Ijams.

Roll Call:	Ayes	Commissioners Behrens, Ijams, McCallough, Tartol, and Wise
	Nays	0
	Abstain	0
	Absent	0



 Cindy Benson, Board Secretary
 June 25, 2020