ROSELLE PARK DISTRICT

555 W Bryn Mawr Ave
Roselle, IL 60172
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rparks.org

Roselle Park District
Regular Meeting
June 10th, 2020 6:30 PM
Virtual Meeting

MINUTES

I. **Call to Order:** President Ellison called the meeting to order at 6:30 PM.

II. **Roll Call:** Present were Commissioners Bob Furlin, Jeffrey Peto, Kathryn Kilbridge, and Laura Ellison. Also present were Director Lynn McAteer, Superintendent of Finance Nicolette Orlandino, Parks & Facilities Manager Matthew Messenger, and Superintendent of Recreation Michael Wold.

Dave Hansen absent
Dave Hansen present at 6:31PM.

III. **Public Input:** Cassie Pezzarossi was present and presented to the Board her opinions regarding the importance of opening playgrounds and asked that the Board considers doing so. Julia Clark was also present regarding the same topic. She briefly explained her viewpoint on playgrounds and also asked the board to consider opening the playgrounds. Jen Simmons with the RMSBO was also present.

IV. **Consent Action**

A. Commissioner Ellison asked for a motion to approve the following consent action: Regular meeting minutes of 5/13/2020 and 5/27/2020, Preliminary Cash Investments Report as of 5/31/2020; Preliminary Disbursements in the amount of $192,117.38, as of 5/31/2020; and, Budget to Actual Report through 5/31/2020. Commissioner Furlin moved, seconded by Commissioner Hansen. A roll call vote was taken with Commissioners Peto, Ellison, Kilbridge, Furlin and Hansen voting Aye. Motion carried.

V. **New Business – Items for Discussion**

A. **RMSBO Contract Addendum:** President Ellison announced she would be moving the new business agenda items around since Jen Simmons from the RMSBO was present to discuss the RMSBO Contract Addendum with the group. Director McAteer explained the proposed changes to the contract to include the updates regarding a COVID-19 safety plan and the organizations responsibility in implementing it. Jen Simmons added to the conversation and let the Board know she submitted a potential fee structure that she would like the Board to consider. President Ellison asked Jen how many teams they currently had, the answer was 7 baseball and 4 softball.

B. **Strategic Plan Update:** Director McAteer provided the Board with an update on the Strategic Plan. She discussed some of the items that have been completed including the Staff On Board Schedules that have been in the making for a long time, as well as the facility surveys for several facilities. She also took them through a few items that staff is currently working on completing including developing a Marketing Plan and a Comprehensive Training Plan.

C. **Odlum Park Update:** Director McAteer let the board know that the water delineation study will be a requirement in order to complete this project and is estimated to cost around $6,000. She also will be asking the Village of Roselle for an exception on the bike path being put in to see if we can avoid the additional permitting and grading since the

engineers thought bike paths were excluded from the storm water ordinance. She let the Board know that we will not be able to start this project until the end of August/beginning of September. There were also discussions regarding public input on the playground options and possible completing in person or virtually dependent upon how many people would be interested in attending.

D. **Goose Lake Park Update:** Director McAteer took the board through the water issues at the site. She walked through the site and noticed that the rain garden has turned into a small pond that is not draining efficiently without the assistance of a sump pump. Currently one option that is being discussed is installing a fence around the rain garden to keep people from entering the body of water. Director McAteer also let the Board know that a complete CPSI audit would be done on the playground in the next day.

E. **COVID-19 Update:** Director McAteer gave an update on COVID-19 related items including unemployment, staff recalls, the reopening team plans, as well as programming and facility rentals. Superintendent Wold took the board through some of the programming they have begun offering including virtual camp, field rentals, and outdoor fitness classes. Director McAteer let the Board know that staff is working on a COVID training orientation for all staff that is being recalled.

F. **Disposal Ordinance:** Superintendent Wold took the board through Disposal Ordinance #061020-A to dispose of three benches from the fitness center.

G. **Director's Contract:** President Ellison just explained that all parties have reviewed the contract and tonight they are just looking to formally approve it.

VI. Action Items

A. **RMSBO Contract Addendum:** President Ellison asked for a motion to approve the presented addendum to the RMSBO Contract including changes as they relate to COVID-19. Commissioner Hansen moved, seconded by Commissioner Kilbridge. A roll call vote was taken with Commissioners Peto, Ellison, Kilbridge, and Hansen voting Aye. Commissioner Furlin abstained from voting. Motion carried.

B. **Disposal Ordinance:** President Ellison asked for a motion to approve the Disposal Ordinance #061020-A. Commissioner Peto moved, seconded by Commissioner Furlin. A roll call vote was taken with Commissioners Peto, Ellison, Kilbridge, Furlin and Hansen voting Aye. Motion carried.

C. **Director's Contract:** President Ellison asked for a motion to approve Director McAteer's Employment Agreement as presented. Commissioner Hansen moved, seconded by Commissioner Furlin. A roll call vote was taken with Commissioners Peto, Ellison, Kilbridge, Furlin and Hansen voting Aye. Motion carried.

VII. Reports

A. **Director's Report:** Director McAteer let her director's report stand as presented. She explained that Superintendent Orlandino completed a year end report that was presented to the finance committee and that all board members have been sent a copy to review as they have time. Superintendent Orlandino took the Board through some potential COVID-19 expense reimbursement options that she has been researching include FEMA assistance.

B. **Commissioner's Report:** Commissioner Peto thanked the staff for their work preparing for the protests in Roselle. Commissioner Furlin asked if any staff knew anything about the company dredging the pond on Lawrence Ave., he thought maybe we would be able to get some information from them to see if that is something we can do at Turner.

VIII. **Adjournment** Commissioner Hansen motioned to adjourn the meeting with a second by Commissioner Furlin. A voice vote was taken with all Commissioners present voting yes, the motion carried. Adjournment was at 7:49 p.m.

Laurel Ellison

President

Attest:

Secretary

Approved 7/8/2020