MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
ARLINGTON HEIGHTS PARK DISTRICT
Zoom Meeting Call in (312)626-6799
Meeting ID: 859 5914 4034; Password 1NLgvX
April 28, 2020
7:00 p.m.

President Leno called the Board Meeting to order at 7:05 p.m.

ROLL CALL OF COMMISSIONERS

<table>
<thead>
<tr>
<th>Commissioners Present</th>
<th>Commissioners Absent</th>
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<tbody>
<tr>
<td>W. Ploger</td>
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<td>B. Owen</td>
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<td>R. Nesvacil</td>
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<td>T. Gelinas</td>
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<td>M. Leno</td>
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STAFF PRESENT: Carrie Fullerton, Executive Director; Brian Meyer, Director of Recreation and Facilities; Jason Myers, Director of Finance and Personnel; Ben Rea, Director of Parks and Planning; and Kendra Maher, Recording Secretary.

Other Staff on Zoom call: Steve Neill, Kristy McCann, Pat Klawitter, Tim Govern, Phil Wendell, Alli Siamis, Lynn Minuskin, Tom Divello, Steve Dietz, Cari Boyle, Jeff Lindstrom, Lindsey Robertson, Matt Healy, Katie Waszak, Emma Edmondson, Mark Grassi, Janna Witt, Connie Phillips, Barb Kantor, Dan Schoenberg, Christina Brown, Madeline Paler, David Terzaghi, Chris Nisbet, Jennifer Rogers, Nick Wirth, Emily Sowa, Jeff Everson, Lisa Zieger, Kyle Kuhs, Tim Eckel, Matt Turinsky, and Derek Tokarzewski.

Also on Zoom call David Moore, Attorney, Laner Muchin; Ethan Williams and Melissa Cayer, residents.

RECOGNITION OF VISITORS & CITIZENS TO BE HEARD
None

MINUTES
No discussion or comments regarding the April 14, 2020 Regular Meeting Minutes.

Comr. Owen moved, seconded by Comr. Ploger, to approve the April 14, 2020 Regular Meeting Minutes. On voice vote the motion was approved 5-0.
PRESENTATIONS & INFORMATIONAL REPORTS

March, 2020 Financial Reports
Dir. Myers shared the March, 2020 financial reports. There was no discussion regarding the financial reports presented.

OLD BUSINESS
None.

NEW BUSINESS

March, 2020 Vouchers
Dir. Myers provided the March, 2020 vouchers listing. No discussion.

Comr. Nesvacil moved, seconded by Comr. Owen to approve the Voucher Listing for the month of March, 2020, in the amount of $728,134.48 and the payroll and payroll related expense distribution for the month of February, 2020 for $1,032,248.64.

Roll was called with:
Ayes – Nesvacil, Ploger, Gelinas, Owen, Leno
Nays – None
Absent – None
Ayes – 5; Nays – 0; MOTION CARRIED

District Property Leases
President Leno stated that a discussion with Exec. Dir. Fullerton prior to the meeting was had, and if the Board agrees, these leases will be discussed during Closed Session, citing Real Estate 5 ILCS 120/2 (c)(6). The Board was in agreement to move this agenda item to Closed Session.

COVID-19 Operations
Exec. Dir. Fullerton introduced the District’s new task force, led by Supt. Neill, to address the plans for re-entry to work and opening the District.

Supt. Neill shared with the Board an overview of multiple aquatic scenarios to consider for the 2020 summer season, as well as, an overall operations plan.

Vice President Gelinas shared his concerns for staffing, with a short turn around for training, and the demand on logistics to get everything up and running. However, supports opening all five pools. Ms. Robertson, Aquatics Manager addressed the training plans and protocol that will have staff prepared for the summer.

President Leno addressed that there is not much information from IDPH regarding this summer and plans for pools. President Leno would like to see pools open, but stressed the importance of safety and sanitization of the facility that will be needed could be a costly experience.

Comr. Nesvacil is in favor of opening all pools, and would ask if possible to be open by June 5th or 6th following the last day of school. Comr. Nesvacil shared his concern with patrons sharing chairs, but if no chairs provided, perhaps congregating will occur in the grass and social distancing most likely will not be practiced.
Comr. Ploger has concerns about camps and pool usage, would recommend limiting to pass holders only. Exec. Dir. Fullerton had concerns about limiting to pass holders who have already purchased, the District would have to allow all residents the opportunity to participate if they choose to do so.

Comr. Owen considered pushing out our opening date to July 1st. President Leno added that the weather usually is not all that nice in June, and July would be a nice goal, however, pushing the opening without knowing all the facts, it would be hard to vote for opening pools.

Exec. Dir. Fullerton expressed even though the Governor Pritzker has said it is permissible for two people in a boat, the District is not going to open Lake Arlington or the boat launch due to social distancing concerns.

Exec. Dir. Fullerton shared that there have been a lot Contact Us messages regarding opening up tennis courts. At this time, we are not going to be opening tennis courts, due to sharing a tennis ball(s), and tennis courts seem to also attract larger groups of people that do not practice social distancing.

Exec. Dir. Fullerton added that the District will be opening garden plots after Memorial Day weekend. Both Frontier Park and Forest View will be open, staggering times for patrons to use water sources. ALGC and Nickol Knoll golf courses will be opened on May 1st, no league play, and no employee benefits are being extended at this time. Online and credit card payments will only be accepted. Social distancing will be enforced, and pairs of golfers every fifteen minutes will be spaced. Carts will be available to patrons with disabilities only, and carts will be sanitized after use. No senior rates will be offered at this time, a single rate will be utilized at each course.

Comr. Owen asked about feedback from the leagues. Mr. Govern, ALGC Manager explained that all league representatives will be emailed stating that due to the current restrictions we are unable to provide league play. Dir. Meyer added that the hope is to be able to go back to league play in June or July.

**IMRF During Employee Furlough**

Exec. Dir. Fullerton explained that Staff has determined that reportable wages in a month is all that is needed for a temporarily furloughed employee to maintain their IMRF death and disability benefits as well as receive service credit for the month. Paying employees who are on a temporary furlough due to COVID-19 a minimal amount for a month they are temporarily furloughed due to COVID-19 would preserve those benefits and not jeopardize the District’s unemployment status. There are currently 43 IMRF employees who are on temporary furlough due to COVID-19. Paying each of these employees for one-quarter hour at their default rate of pay would cost $237.73 including IMRF and FICA. This monthly payment to IMRF employees would enable the employees to retain service credit for the month.

Vice President Gelinas moved, seconded by Comr. Nesvacil to approve paying part-time IMRF staff, who have been temporarily furloughed due to the COVID-19 Pandemic, one-quarter hour the last pay period of the month to preserve IMRF death/disability benefits and receive IMRF service credit for the month. This one-time payment is not to exceed $250 per month until further notice. On voice vote the motion was approved 5-0.
Extension of Facility Closures

Comr. Nesvacil moved, seconded by Comr. Ploger to extend the Arlington Heights Park District facility closure dates to May 30, 2020 per Gov. Pritzker's order, with the exception of Arlington Lakes Golf Course and Nickol Knoll Golf Course to open May 1, 2020 and the garden plots at Frontier Park and Forest View to open May 23, 2020. On voice vote the motion was approved 5-0.

MOVED INTO CLOSED SESSION

Comr. Ploger moved, seconded by Comr. Owen to hold Closed Session for the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the AHPD – 5ILCS 120/2(c)(1) and potential acquisition of Real Estate 5 ILCS 120/2(c)(5), and to set the price of Real Estate leases 5 ILCS 120/2(c)(6) at 8:09 p.m.

Roll was called with:
Ayes – Nesvacil, Owen, Ploger, Gelinas, Leno
Nays – None
Absent – None
Ayes – 5; Nays – 0; MOTION CARRIED

RECONVENED TO REGULAR MEETING

At 9:59 p.m. the Regular Meeting was reconvened and the following were present:

Board: Leno, Gelinas, Owen, Ploger, and Nesvacil.


Other: D. Moore and Williams.

Action following Closed Session

Comr. Ploger moved, seconded by Vice President Gelinas Owen to that effective on Monday, May 4, 2020 and until further action by the Board, all full-time employees of the Arlington Height Park District will be required to use all available paid time off benefits when not working due to lack of work.

In consultation with the Executive Director, Department Directors will determine the work required to be performed by each position on a weekly basis. Supervisors will work with individual employees to determine weekly work schedules.

Exempt salaried employees will also be required to use all available paid time off benefits to cover any full workdays which they are directed to take off by their Supervisors. Exempt salaried employees who have no available paid time of benefits to cover any full workdays which they are directed to take off by their Supervisors, must take unpaid furlough days due these budget reasons.
Non-exempt hourly employees will be paid for all hours worked in workweek. Hourly employees will be required to use all available paid time off benefits to cover hours or days not scheduled that would have otherwise been scheduled, up to no more than 40 hours per week. Once an hourly employee has exhausted paid time off benefits, any remaining time will be unpaid.

Paid time off benefits must be used in the following order: vacation days; floating holidays; and up to a maximum of 15 non-IMRF sick days. Allowing employees to use sick days to cover time off due to lack of work is a temporary exception to the existing sick leave policy in the handbook that shall remain in effect until further notice.

Human Resources is directed to provide all full-time employees with a current statement of balances for their paid time off benefits as soon as possible. We will revisit COVID-19 payroll and staffing at the next regularly scheduled Board meeting. On voice vote the motion was approved 5-0.

President Leno indicated this motion will be available to staff along with the individual staff’s balance of paid time off. President Leno thanked staff for all of their hard work and dedication during these uncertain times, this is a fluid situation, that changes on a daily basis if not an hourly basis.

District Property Leases

Vice President Gelinas moved, seconded by Comr. Nesvacil to authorize staff to enter into lease agreements with of 17 S. Belmont, second floor; 21 S. Belmont, Apt. 1; 21 S. Belmont, Apt 2; and 21 S. Belmont, Apt. 3 as presented. On voice vote the motion was approved 5-0.

PARK FOUNDATION
None.

MATTERS FROM COMMISSIONERS
All commissioners added their appreciation and dedication of staff.

President Leno shared that the next meeting is May 12, 2020. The agenda is full, and made the suggestion to start the budget presentation at 5 pm, take a short recess, and follow with the Board meeting at 7 pm. The Board was in agreement to start at 5 pm.

ADJOURNMENT
Comr. Ploger moved, seconded by Comr. Nesvacil, to adjourn at 10:09 p.m. On voice vote the motion was approved 5-0.