

Lombard Park District  
Board of Park Commissioners  
Regular Board Meeting  
Zoom Online Meeting  
Tuesday, August 25, 2020 – 6:30 p.m.

The meeting was called to order by President Scalzo at 6:31 p.m.

Upon roll call being taken, the following commissioners were present:

Commissioners:                    Jim Scalzo, President  
   Bob Bachner, Vice President  
   Margie Fugiel, Commissioner  
   Mike Kuderna, Commissioner  
   Dave Lemar, Commissioner  
   Greg Ludwig, Commissioner  
   Peter Nolan, Commissioner

Staff:                                Paul W. Friedrichs, Executive Director  
   Andrea Chiappetta, Director of Finance & Personnel  
   Joe McCann, Director of Recreation  
   Kevin Ingram, Superintendent of Golf Operations  
   Dean Styburski, Superintendent of Parks  
   Leah Touzios, Recording Secretary

Guest:                                Nicole Kapala, Employee  
   Katy McKinnon, Employee

The meeting began with the Pledge of Allegiance.

President Scalzo announced the Regular Board Meeting of August 25, 2020 was remotely gathered via Zoom Online Meeting, as directed by the Governor and the Senate Bill 2135.

President Scalzo requested approval of the August 25, 2020 Agenda.

**Commissioner Kuderna made a motion to approve the August 25, 2020 Regular Board Meeting Agenda. Vice President Bachner seconded the motion. On a roll call, seven ayes (Bachner, Fugiel, Kuderna, Lemar, Ludwig, Nolan, Scalzo). Motion carried.**

President Scalzo requested approval of the minutes of the Regular Board Meeting of July 28, 2020.

**Commissioner Ludwig made a motion to approve the minutes of the Regular Board Meeting of July 28, 2020. Commissioner Fugiel seconded the motion. On a roll call, seven ayes (Bachner, Fugiel, Kuderna, Lemar, Ludwig, Nolan, Scalzo). Motion carried.**

### **Correspondence**

None.

### **Citizens Wishing to Address the Board**

None.

### **Presentations**

None.

### **Consent Agenda**

None.

### **Financial Reports**

Commissioners reviewed the revised July 2020 Payroll and Bills/Check Register and the July 2020 Revenue and Expense Reports.

**Commissioner Ludwig moved to approve payment of the revised July 2020 accounts payable and payroll in the amount of \$527,442.92. Accounts payable checks #105035-#105113 in the amount of \$116,061.93, excluding check voids #104857 and #105109 in the amount of (\$300.00), prior month check voids #105021 in the amount of (\$250.00); payroll checks #76628-#76630, #76632-#76636 and #76638, #76639-#76643 in the amount of \$6,553.05; direct deposit checks #76631, #76637, and #76644 in the amount of \$234,471.46; deduction checks #106683D-#106688D, #106799D-#106810D, and #106925D-#106929D in the amount of \$170,906.48. Vice President Bachner seconded the motion. On a roll call, seven ayes (Bachner, Fugiel, Kuderna, Lemar, Ludwig, Nolan, Scalzo). Motion carried.**

### **Staff Reports**

Commissioners briefly reviewed the Director of Finance's Monthly Report. Director Chiappetta informed the Board that the District received their August tax payment, which 61% of the tax levy is collected. Director Chiappetta discussed that expenses at the golf course are down, but revenue is up. Budget planning is underway; please return any past years binders that aren't being used. Lastly, Director Chiappetta reminded the Board to RSVP to the Chamber of Commerce golf outing.

Commissioners briefly reviewed the Superintendent of Parks' Monthly Report. Superintendent Styburski discussed the Parks department's focus is on the tornado cleanup throughout the District. Superintendent Styburski let the Board know staff morale is up and doing great. Superintendent Styburski was available to answer any questions on the 2020 Vandalism Report.

Commissioners briefly reviewed the Director of Recreation's Monthly Report. Director McCann mentioned that summer camp is over for its' 2020 season. Director McCann informed the Board that Kiddie Campus preschool has 64 students, and School Rec has 66 participants. The soccer and softball season has started for the fall. Lastly, Director McCann updated the Board with the Madison Meadow Athletic Center having 2,641 members.

Commissioners briefly reviewed the Superintendent of Golf Operation's Monthly Report. Superintendent Ingram reported the golf course is currently at 14,345 rounds for 2020. Once the season starts to slow down, tee maintenance is required. Superintendent Ingram lastly added that the course is being watered, on average, thirteen hours a night. Director McCann discussed promotions the course offers and marketing strategies that are keeping the round numbers up, and lastly commented on the online reservation system.

Commissioners briefly reviewed the Executive Director's Monthly Report. Executive Director Friedrichs informed the Board that he was in communication with Hitchcock Design Group, and received their contract. This OSLAD grant construction is scheduled to break ground spring 2021. Executive Director Friedrichs discussed the financial forecast, and how accurate Director Chiappetta's numbers have been, and that the current forecast had actual July numbers calculated in. Executive Director Friedrichs pointed out that the District is down 800 man hours, but the District is not reflecting the lack of manpower. Executive Director Friedrichs commended the summer camp staff on their promptly response to the tornado on August 10. Lastly, Executive Director Friedrichs wanted to bring forth to the Board that a Madison Meadow Athletic Center employee was in an ABC 7 news story, about her journey looking for a kidney transplant. The District will congratulate her with welcoming banners at MMAC upon her return.

### **Unfinished Business**

None.

### **New Business**

Staff is recommending approval of the Emergency Storm Damage Resolution 2020-2.

**Commissioner Ludwig moved to approve the Emergency Storm Damage Resolution 2020-2. Commissioner Kuderna seconded the motion. On a roll call, seven ayes (Bachner, Fugiel, Kuderna, Lemar, Ludwig, Nolan, Scalzo). Motion carried.**

Staff is recommending the approval of the revised Board Policy Manual.

**Commissioner Fugiel moved to approve all revisions of the Board Policy Manual including Appendices A - HH as presented. Commissioner Kuderna seconded the motion. On a roll call, seven (Bachner, Fugiel, Kuderna, Lemar, Ludwig, Nolan, Scalzo). Motion carried.**

**Commissioner Comments**

President Scalzo addressed though it has been a challenging year, staff handled the tornado greatly and he is proud of the outcome. He believes that the District is providing more than quality recreation opportunities and staff should hang in there.

Vice President Bachner appreciates staff that is willing to assist other departments.

Commissioner Nolan said stay positive, we are doing all the best we can, and he is proud of staff.

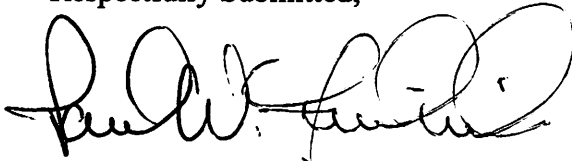
Commissioner Kuderna appreciated everyone stepping up.

Commissioner Fugiel encourages staff to keep up the good work.

Commissioner Lemar said it was great to see the administrative staff helping outside their position description.

**There being no further business, at 7:14 p.m. Commissioner Kuderna made a motion to adjourn the Regular Board Meeting of August 25, 2020. Commissioner Ludwig seconded the motion. On a roll call, seven ayes (Bachner, Fugiel, Kuderna, Lemar, Ludwig, Nolan, Scalzo). Motion carried.**

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Paul W. Friedrichs". The signature is fluid and cursive, with a large initial "P" and "F".

Paul W. Friedrichs  
Secretary

PWF/lmt