



## **DIRECTOR'S REPORT**

*November 2020*

### **AGENDA**

You may notice a change to the order of agenda items for the meeting on Monday evening. President Anderson and I discussed the topics on the agenda and determined that some items are more time consuming than others. Simply put, New Business has been moved towards the top of the agenda. This is due to the engineers from the Village being in attendance to answer any board questions regarding the Hibbard Park Design. Therefore, given the length of public comment, as well as board discussion regarding other topics, it has been moved to the top so the engineers are able to leave the meeting once the topic is complete.

### **COVID UPDATE**

Over the past couple weeks, the District has sent out many updates to the public about COVID cases that have been reported to us. These notices have been related to cases for both staff members as well as users of our facilities and programs. While the number of notices are increasing and reflective of the increasing incidents of positive tests in the region, I want to ensure the board that the results of our contact tracing efforts has indicated that transmission is not happening between the individuals in the notices, nor does it seem to be transmitting between individuals in our programs and facilities. That is not to say that these things could not happen in the future, just simply that it does not seem to be the case to date. Given the number of notices, the staff are working on reformatting our notices to try and convey information in a way that still respects the privacy of individuals infected, but at the same time provides more context for the public so they are able to more easily see if cases are linked to one another or not. Expect to see a new format to the notifications, as well as a new page on our website, where this information will reside, in the next week.

### **BUDGET**

At this point in the budget process, all of the various committees have met and reviewed their portion of the budget. Next is to review the budget more globally and that is accomplished by the full board meeting in a few Committee-of-the-Whole meetings. The first Committee-of-the-Whole meeting is scheduled on November 11 for the review of the long-range capital projects plan. The next meeting will be on December 9 to review the fully compiled budget document for 2021. After that, at the December regular board meeting, the Board will approve the 2020 Tax Levy, which is paid by taxpayers in 2021 and accounted for in the 2021 budget of the District. Then, at the January regular board meeting, the Budget and Appropriations Ordinance will be approved for the fiscal year of 2021.

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### **HIBBARD PARK STORM WATER DESIGN PLANS**

Attached to this memo is a summary of the final design plans for the Hibbard Park Storm Water project. As a part of the terms in the intergovernmental agreement, each set of plans are to be approved by the Board of Park Commissioners once developed. Under New Business, you have these plans. Included in these plans is an updated easement document that had to be altered since the Board approved the easement last month. The change is due to discussions the Village has had with ComEd for the equipment related to the tank. The full plan documents were distributed to the Board via a file sharing service weeks ago, and is available on the Village's website as well. The Village engineers will be on hand to answer any questions.

### **ANTI-RACISM STATEMENT**

In a prior meeting, the League of Women Voters read a statement that requested the Board of Park Commissioners consider making a statement surrounding inclusion of all individuals, similar to statements made by the local schools, Village, and Library. The staff have been working on an anti-racism statement and collaborating with the Board to develop the attached statement. If the board wishes to do so, a motion adopting the statement would be in order as it is an agenda item under New Business. If the statement is adopted, the staff will add it to our website, share it via our social media outlets, and continue to use the spirit of the statement in the development and administration of our programs, facilities, and policies.

### **PARAMETERS ORDINANCE**

Related to the financing for the golf cart path project as discussed in the Special Board meeting last month, Chapman and Cutler, the District's Bond Counsel, has created the attached Ordinance for the Board's approval to continue the process of procuring the financing. This item will be under New Business.

### **IAPD BUSINESS MEETING**

Under New Business, you will find the annual appointment of a delegate, as well an alternate to represent the Wilmette Park District at the IAPD Annual Business Meeting at the state conference in January 2021. While it is very unlikely the conference will take place in person in January, it is likely there will be virtual sessions and meetings. As we have in the past, I would recommend that the Board appoint me as primary delegate and then choose a board member to be the alternate if I am unable to fulfill my duties as delegate.

### **TRUTH IN TAXATION RESOLUTION 2020-R-2**

The Financial Planning & Policy Committee met in October and reviewed the preliminary 2020 tax levy. The actual tax levy must be passed by the Board at the December meeting. At least 20 days prior to passage of the tax levy, the Board must pass the Truth in Taxation Law Resolution. The Board must determine by resolution whether a public hearing is required. A hearing is required if the tax levy is greater than

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5%. The proposed tax levy for all Truth in Taxation Funds is less than 5%, and therefore, a public hearing is not required. Historically the District has held a hearing nonetheless. Attached is the Truth in Taxation Resolution. This item can be found as an action item under the Financial Planning and Policy Committee.

### **Attachments:**

- 1) Hibbard Park Storm Water Design Plans
- 2) Anti-Racism Statement
- 3) Parameters Ordinance
- 4) IAPD Credentials Certificate
- 5) Memo and Resolution 2020-R-2, Truth in Taxation
- 6) Parks and Planning Department Report
- 7) Recreation/Facilities Department Reports
- 8) General Administration Operations Report