

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS REGULAR
MEETING TUESDAY, May 12, 2020
140 OAK STREET, FRANKFORT, IL 60423

MINUTES

Due to the shut-down of all Park District facilities in response to COVID-19, the Frankfort Park District used Zoom conferencing for meetings. The public was invited to attend the Meeting and instructions were provided at the bottom of the agenda that was posted on the District's web site.

1. CALL TO ORDER

President Barz called the meeting to order at 6:30 p.m.

2. ROLL CALL

PRESENT: Commissioner Barz

Commissioner Ruvoli

Commissioner Bickett

Commissioner Schedin

Commissioner Ponton

ABSENT: None

ALSO PRESENT: Executive Director, Gina Hassett; Stacey Proper, Supt of Recreation; Lisa Slattery, Business Manager; Edward Newton, Supt. Building & Grounds; Maurice Sullivan, Recreation Supervisor/Athletics; Kristin Morrison, Recreation Supervisor/Early Childhood; Cali DeBella, Recreation Supervisor/Special Events; and Mary Strand, Recording Secretary.

GUESTS: Residents: Belinda Olszewski, Tami Slager, Liz Jagielski, Julie Geijer,

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF THE AGENDA – Approved as presented.

5. CONSENT AGENDA – Items on the consent agenda are considered to be routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a board member so requests in which event, the item will be removed from the Consent Agenda and will be considered separately. President Barz asked for a motion to approve the Consent Agenda.

A. Approval of the Regular Board Meeting Minutes of April 14, 2020

B. Approval of the Committee Meeting Minutes of April 28, 2020

Commissioner Ruvoli made a motion to approve the minutes as presented and motion seconded by Commissioner Schedin. A roll call vote was taken.

Aye: (5) Ruvoli, Ponton, Schedin, Bickett, Barz

Nay: (0)

Abstain: (0)

Absent: (0)

Motion approved

6. APPROVAL OF BILLS (financial reports attached) –.President Barz asked for a motion to approve the **April 30, 2020 Accounts Payable and Payroll in the amount of \$188,522.42 - which includes travel and Lodging expenses.** Lisa told the Board that there were refunds of \$109,000. Refunds in most cases were processed directly back to charge cards rather than a paper check refund which we did in the past. Refunds for summer camp could still have to be

processed during May amounting to another \$8,000. There are 2 trips that have been rescheduled but may have to be cancelled so refund could amount to \$3,000. Auditing will be done on it. Commissioner Ruvoli asked that the staff to continue fiscal responsibility with all of the issues during shut down.

Commissioner Schedin made a motion to approve the April 30, 2020 Accounts Payables and Payroll in the amount of \$188,522.42 as presented. Commissioner Ponton seconded the motion. A roll call vote was taken.

Aye: (5) Ponton, Schedin, Bickett, Ruvoli, Barz

Nay: (0)

Abstain: (0)

Absent: (0)

Motion approved

7. PRESIDENT'S REPORT

- President Barz thanked everyone for attending and hoped all were in good health and staying safe.
- He reminded the commissioners to complete the reviews and submit them.
- He stated that only items on the posted Agenda could be voted on at this time, nothing can be added.
- President Barz said that during the problems created by Covid-19, the FPD has a responsibility to protect participants and staff during programs that they put on. The Board has 5 commissioners that make policy decisions on a majority vote. With nicer weather the Board has to make hard decisions with the guidance of State and local guidelines. He asked for the public's patience and understanding with the decisions on the programming and opening of parks. He noted that there is financial impacts as well to the District with the \$120,000 in refunds that have to be made. He thanked the residents who are in attendance, hoped that they were all well and asked for their patience.
- He noted that all of the emails that were received by FPD were shared with the 5 Board commissioners and that they all were aware of the concerns.

8. CITIZENS COMMENTS AND/OR CORRESPONDENCE – All were informed that they had 5 minutes to speak.

- Liz Jagielski thanked the Board for taking the time to listen to her concerns and many of those in the community. She encouraged the Board to be thoughtful and prudent when making their decisions. She encouraged the Board to open the parks on June 1st when phase 3 is in effect. She is working with some organizations for the safe opening of organizations and parks. She is concerned with the mental health of all affected by not having programs and parks available. She was told that a vote by the Board must be held to open the parks, but Executive Director Hassett assured her that is not the case. She also said she has had conversations with FPD saying they are concerned that they could not enforce the Phase 3 guidelines which could endanger the public. In closing, Liz stated that the parks should be open on June 1st and it is the right of all residents and organizations to use the parks and facilities under the Governor's guidelines. She encouraged anyone who didn't agree, that they have the choice to not use the parks. She asked that the emails received from other residents be read at this meeting.
- Julie Geijer agreed with everything Liz said. She is concerned with the kids' mental health and it is important to get them back to their normal activities. She knows some organizations are preparing to meet with 10 or less when the parks open. She urged the commissioners to open the parks June 1st. She hoped for transparency on the decisions.

Commissioner Bickett thanked all those who joined the meeting and he appreciated their views and thoughtful incite.

9. EXECUTIVE DIRECTOR REPORT –

- A. Fund Transfer – Annually the District transfers funds from the Special Recreation fund to cover costs that are related to providing special recreation services. Funds are transferred from the Special Rec Fund to the General & Recreation Fund. For FY 19/20 the expenses require a transfer total of \$40,750. This transfer requires board approval. President Barz asked for a motion to approve the transfer.

Commissioner Ruvoli made a motion to approve the transfer of \$25,000 to the General Fund and \$15,750 to the Recreation Fund from the Special Recreation Fund for FY 19/20 as presented. Commissioner Ponton seconded the motion. A roll call vote was taken.

Aye: (5) Schedin, Bickett, Ruvoli, Ponton, Barz

Nay: (0)

Abstain: (0)

Absent: (0)

Motion approved

- Gina included the Covid-19 State of Illinois Department of Labor guidelines in the Board's packets. All items required are being supplied in anticipation of furloughed staff to return to work.
- Staff is working on plans to reopen for Phase 3 & 4. Also they are working on what the long term would look like in trying to implement programs.
- The Illinois Department of Public Health will be issuing guidelines to Districts for reopening. Splash pads may remain closed for the foreseeable future, but staff is monitoring the rules as they become available.
- Staff will release the Summer Brochure once the CDC & IDPH issue their guidelines.
- 25 Part-time staff and one full-time staff are furloughed.

10. COMMITTEE REPORTS

A. Special Recreation – Director Hassett

- Due to the restrictions outlined in the State's reopening plan it is not feasible for LWSRA to offer in-person summer programming. Therefore, in-person programming has been cancelled. If our District is able to offer summer programming, there could be a greater need for inclusion participants.
- LWSRA was eligible for the Small Business loan, as an association, enabling them to keep some of the full time employees on staff.

B. Building and Grounds Report – Ed Newton

- Ed thanked his staff and noted that they have been outstanding making sure they abide by the social distancing and safety guidelines.
- Mowing and trimming the parks has begun without the large area mower.
- Staff is replacing some of the parks' bathroom faucets to touchless faucets. Supply is limited and he has more on order.

C. Recreation – Superintendent Proper

- Staff is evaluating program to see if they can be modified to be within the guidelines. Where it is not feasible, virtual programs are being developed.
- Work is being done on current virtual programs.
- Short Run on a Long Day is being retro fitted. Jeffrey LaMorte, the current sponsor for Tee Shirts has agreed to keep sponsoring.
- Cali reported that Jeffrey LaMorte is also staying with FPD for the July 4th celebration that is delayed until 2021.
- The garage sale is being rescheduled to August 12.
- Preschool graduation has been rescheduled for a drive through on June 4th.

Commissioner Ruvoli thanked Stacey/staff for the virtual programs and said they were creative and engaging.

Commissioner Bickett commented that during the difficult times we are in, it is especially gratifying that a business like Jeffrey LaMorte will still generously support an event.

D. Public Relations – Director Hassett

- No reports, but Deb is working on getting posts on social media.

E. Planning Report – Director Hassett/ Commissioner – Design Concepts informed Gina that work on the Pickleball court should be underway soon. They are waiting on the fence contract.

11. ATTORNEYS REPORT – None

12. UNFINISHED BUSINESS – None

13. COMMISSIONER COMMENTS/ANNOUNCEMENTS

- Gina read an emails from Julie Geijer, and Tami Slager voicing concerns regarding mental health of children and adults. They wanted the Board to allow all parks to be open as part of phase 3 set by the Governor. Maura Doornat urged Board to allow parks & facilities to make decisions based on the safety of attendees as allowed by the guidelines. Dennis MacKenzie urged the Board to make their decisions based on the safety of attendees as well as staff. He also stated that he understood the difficult position the Board was in, they were doing a good job and shouldn't bow to unwarranted pressure.
- Commissioner Ruvoli thanked the public for their participation and their thoughts would weigh heavily on decisions. He stated that guidance from other park organizations will help the Board in their decisions too. He thanked the staff for working outside of the box to offer innovative virtual programs. He hoped everyone would healthy & stay well.
- Commissioner Schedin thanked the speakers for their input. He appreciated their ideas and insight. The staff is doing a great job in staying relevant keep up the good work. He told everyone to stay healthy.
- Commissioner Ponton echoed both Commissioners and said the online activities might be kept moving forward. He thanked the residents for their feedback and noted these were tough decisions when factoring in the risks that the Board has to make.
- Commissioner Bickett thanked everyone for presenting their thoughts. He wanted them to know that as a father of three sons who are involved in sports. He also coaches and would love to be back on the sports field. However, he nor any of the commissioners are second guessing the State or the Governor. Everyone in the District is affected by the park's closure. Everyone on the Board is very eager because it affects jobs. There is no slowing down in our willingness or interest in opening up parks. The most important thing is the safety of all. We are parents and concerned citizens trying to make the right decisions that affect everyone in the District. For those doing a fabulous job and those struggling to make it through I do appreciate your efforts. Stacy, Ed and staff thank you for all that you are doing.
- Commissioner Barz thanked everyone for attending and told all to stay safe.

14. ADJOURNMENT – ***President Barz asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of May 12, 2020 at 7:28 p.m. Commissioner Ponton so moved and Commissioner Schedin seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote.***

Respectfully submitted,

Mary T. Strand
Board Minutes Secretary