

February 15, 2022

To: Frankfort Park District Staff

From: Gina Hassett, Executive Director

Re: Snow Removal



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This month, after the unusually large snowfall, I authorized the use of Park District staff and equipment to clear the driveways of a staff member and a commissioner. Neither the commissioner nor the staff member whose driveways were cleared asked for this work to be done. I did this in order that these individuals could be accessible for park district business, including working on the cancellations required by the snowfall. Further, the work was accomplished without interfering with any snow clearing which had to be done on park district property.

Nonetheless, upon reflection, I have concluded that this authorization was improper because it also amounted to the provision of a private benefit to these park district officials. For that error, I take responsibility and apologize. I now expressly direct park district staff not to use district equipment to provide snow clearing or other property maintenance services in the future for properties for which the District is not responsible unless there is a policy that permits for it.