



Park District Board of Commissioners
Regular Meeting Minutes
Virtual Meeting April 16, 2020

MISSION STATEMENT: To enhance the lives of our residents by providing programs, services, facilities and open spaces that safely promote health, recreation and community in an environmentally and fiscally responsible manner.

Call to Order:

Commissioner Gallagher called the meeting to order at 6:30 PM.

Commissioners Present:

Video Attendance: Thomas Aquilina, Caroline Bachour-Chemaly, Jason Heisler, Michele Hartwig, Shawn Zimmerman, Cathy Cagle, Debbie Gallagher

Video Attendance: Legal Counsel: Scott Puma, Ancel, Glink, Diamond, Bush, DiCianni and Krafthefer, P.C.

Staff:

Video Attendance: Jason Herbster, Executive Director, Ann Viger, Director of Park Development and Interpretive Services, Katrina Hanna, Superintendent of Business Services, Anne Sandor, Recording Secretary, Kurt Reckamp, Superintendent of Recreation Programs and Facility Services,

Citizens: None.

Approval of Agenda:

Commissioner Cagle moved to approve the agenda, as presented. Seconded by Commissioner Hartwig. All were in favor.

Matters from the Public: None.

Consent Agenda:

Commissioner Zimmerman moved to approve Consent Agenda items approve Consent Agenda items **A. Vouchers for the month of March 2020, in the amount of \$321,703.67, B. Interim Vouchers for the month of April 2020, in the amount of \$78,698.43, C. Treasurer's Report for the month ending March 2020, in the amount of \$9,679,936.74 and D. Substance Abuse Coalition Request, and E. Regular Meeting Minutes of March 19, 2020, as presented.**

Seconded by Commissioner Aquilina.

Roll Call:

Ayes: 7 (Aquilina, Bachour-Chemaly, Hartwig, Heisler, Zimmerman, Cagle, Gallagher) Nays: 0

Reports to the Board

Jason Herbster, Executive Director

- 2020-2021 Proposed Budget: Staff is working on revisions to the upcoming budget and closing out the 2019-2020 fiscal year.
- Working on furloughing staff. Essential staff include Department Heads, Managers, Police Chief and Officers.
- Executive Director Herbster and Superintendent Jakubowski will be meeting with Park Staff to review the guidelines of essential work.
- Herbster noted Jenny Leech, Marketing Manager and staff have done a great job communicating to the community,

- Chief Dziejewicz has been dealing with situations in the parks and Anna Olas, Human Resources Manager has been working diligently keeping up with labor employment law; working with legal counsel and keeping the staff informed. He thanked his Leadership Teams for their time and efforts during this unprecedented time, and added the community has been very understanding. Moving forward, staff will be working on a return to work plan and waiting to hear from State and Federal governments.

Ann Viger, Director of Park Development and Interpretive Services

- The Asbury Playground project has begun. The Canterbury Playground project has been put on hold. The Main Beach stair project should be complete in a few days.
- All other projects have been placed on hold.
- Controlled burns will be done in the fall due to respiratory ramifications.

Erik Jakubowski, Superintendent of Park Services

- Park Services Staff will begin back to work on April 20, 2020. There will be no overtime and no additional staff hired unless needed later in the summer. Contract mowing has been cut from the budget; saving approximately \$40,000.

Kurt Reckamp, Superintendent of Recreation Programs and Facility Services

- The summer brochure will be offered in digital format only. An information postcard will be sent to inform residents.
- Summer operations and summer camp programs have not yet been determined. Staff are working on back to normal strategies. Concerts in the Park may be cancelled.
- Director Herbster noted there will be no weed treatment if the beaches are closed this summer and boating is considered non-essential under the Governor's order.

Katrina Hannah, Superintendent of Business Services

- The Statement of Economic Interest filings are due the end of this month.

Matters from the Board:

- The Park Board thanked staff for holding down the fort during this uncertain time and wished everyone good health and to be safe.

Commissioner Gallagher

- Suggest putting together a pandemic response manual.
- The community has been enjoying the parks and trails.
- She commended Director Herbster for his excellent communication to the Park Board.
- The Executive Director's evaluations are due to her by May 1, 2020. The evaluation will be conducted at the Regular Park Board meeting on May 21, 2020.
- The Regular Park Board meeting is the Annual Meeting with elections for the President and Vice President.

Adjourn:

Commissioner Bachour-Chemaly moved to adjourn the meeting at 7:20pm.
Seconded by Commissioner Hartwig. All were in favor.

Approve: _____ Attest: _____
President Secretary