

Crete Park District  
Board of Commissioners  
Meeting Minutes April 15, 2020  
**This meeting was held by Google Meets per the State of IL  
Executive Order No 5 in Response to COVID 19**

Meeting was called to order by Vice President M Smith at 4 PM.

Roll Call: M Smith, J Smith, L. Stawicki, C Sharma, L Johnson

Pledge of Allegiance

**Others Present:** Director Patricia Polzin, Finance Supt Therese Hale, Recreation Supt Janel Geary and Maint Supt Andy Biesterfeld

Meeting was called to order by M Smith. Pledge of Allegiance and Roll Call.

**J. Smith moved and Sharma seconded a motion to approve the regular Minutes from March 18, 2020. All Commissioners present voted aye.**

**Sharma moved and Johnson seconded a motion to approve the Accounts Payable, Payroll and Additional Bills for a total of \$20,069.88. The questions were answered and on a roll call vote, all Commissioners present voted aye.** Hale reported \$3820 of the bills were for rental refunds and \$3663 were for program refunds.

Secretary Report: Account Balances and Financial Statements were presented. Next meeting is May 20, 7 PM.

**Johnson moved and J Smith seconded a motion to open the public hearing for the Crete Park District Budget and Appropriation Hearing. With no public and no comments, the hearing was closed. Johnson moved and Sharma seconded a motion to close the hearing.**

**Johnson moved and Sharma seconded a motion to approve Ordinance 19-20-04, The Ordinance adopting the combined annual budget and appropriation of funds for the Crete Park District, Will County, IL, for the fiscal year beginning on the first day of May, 2020 and ending on the thirtieth day of April, 2021. On a roll call vote, all Commissioners voted aye.**

**J Smith moved and Johnson seconded a motion to approve Ordinance 19-20-05, Public Notice of Regular Meetings for Fiscal Year beginning on the first day of May, 2020 and ending on the thirtieth day of April, 2021. On a roll call vote, all Commissioners voted aye.**

Hale reported on account balances and regarding a meeting held with the Auditor. Interfund loans can be used if necessary, to cover everyday expenses prior to receiving our tax income. Hale recommended we retain O'Neill and Gaspardo as Auditors for next year with changing our Accountant to Brett Moeller. She met with him and made arrangements to begin preparing and opening a secure account to share documents remotely. Keeping the current company will allow less time for them to be in office. Commissioner Johnson agreed this would be the time to continue with an Auditor who is familiar with our District. Appointments will be made next month.

Hale also reported she was able to open a Grants Portal and submit an RPA for FEMA assistance. The history of FEMA has always been for natural disasters and included only physical damages. FEMA is

currently creating a new system for COVID that is considered Biological damage. She will check with their website regularly. We are also closely watching the Municipal Liquidity Facility program that is funded with \$500,000,000,000 stimulus money. Finally, we did submit a certificate through the CARES Act Title V for assistance.

**Recreation:** Supt Geary reported on the community engagement programs and virtual programming taking place. We currently have 80 ballet students attending class through ZOOM. Sharma reported hearing positive feedback on the classes. Geary reported 402 Easter Swag Bags were delivered. Preschool teachers have created packets and assignments and are doing ZOOM meetings with students. The Swim Instructors are transferring from Red Cross to Starfish Program training and Nicole is working on Day Camp. Commissioner Johnson discussed plans for reopening and keeping our staff safe. Director Polzin reported we are working on plans to keep smaller groups and cleaning routines for staff.

**Maintenance Report:** Supt. Biesterfeld reported he is getting ready to begin the mowing schedule with staff. He expects college staff to return in a few weeks and discussed disinfectant spray for playgrounds. Director Polzin discussed gloves and PPE for employees. We do have signs in place saying the playground equipment is closed.

**Finance/Personnel:** A new budget was presented, cutting expenses. **J. Smith moved and Johnson seconded a motion to approve the adjusted budget as presented. On a roll call vote, all Commissioners present voted aye.** This is the budget that will be entered into QuickBooks for the next fiscal year.

**Long Range:** All long-range plans are currently placed on hold.

**Directors Report:** Palooza has been cancelled. Touch-A-Truck companies have backed out and the rental companies for Jumpies require 3 weeks notice to cancel. We will funnel that money into Acorn Fest. Director Polzin was able to get a price to fix the parking lot at WWPC through Pavement Maintenance Solutions. The price is \$4346 and includes fixing holes, sealcoating and lining.

We have been approached by Tim Piepenbrink about saving the dome. We have explained we do not have funds to repair. He feels the numbers presented by the School District are not accurate. We would have to pass a referendum to take over the dome. The School Board has placed the demolition of the dome on hold.

Director Polzin has been following closely the Covid-19 guidelines that have been changing regularly and is working on a plan to reopen. We are keeping our customers engaged through many sources including Facebook, YouTube and Zoom. Janel and Nicole are doing new programs. Hale and Polzin have been following many webinars regarding possible financial assistance.

J Smith feels the staff is doing what needs to be done. Johnson thanked the staff for their passion or the park district.

**Johnson moved and J Smith seconded a motion to move to executive session regarding Section 2 © (1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.**

**Johnson moved and Sharma seconded a motion to return to regular session at 5:57 PM. Director Polzin was instructed to institute furloughs and budget cuts as directed.**

**Johnson moved and Sharma seconded a motion to dismiss the meeting at 6 PM. All Commissioners present Vote Aye.**