Hampshire Township Park District
Board of Commissioners
Meeting Minutes
June 22, 2020

Call to Order:

At 6:30 p.m., President Looman called the meeting to order.

Commissioners Present: Nathan Looman, Jennifer Reid, Meagan Tiffany, Jamie Herrmann

Commissioners Absent: Joe Majcher

Staff Present: Laura Schraw- Executive Director

Michael Prill- Athletics Supervisor, Patti Prill- HR/Finance Director (participated virtually through Zoom due to Covid-19)

Commissioner Reid made a motion to approve the agenda. Seconded by Commissioner Tiffany. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

Citizens to be Heard: None

Presentations- Comprehensive Master Plan Presentation by Wight & Company
Representatives from Wight & Company presented the Board of Commissioners the final Master Plan/Action Plan that stretches for 10 years. Dani Wilson from Berry Dunn also participated via Zoom if the Board had any questions. Representatives presented their recommendations for existing parks and facilities as well as future parks taking into account future development. Discussion amongst representatives and Executive Director Schraw focused on strategies to fund the recommendations within the proposed Master Plan.

Consent Agenda-
A. Approval of February 24, 2020 Executive Session Meeting Minutes
B. Approval of March 9, 2020 Executive Session Meeting Minutes
C. Approval of May 18, 2020 Meeting Minutes
D. Approval of June 8, 2020 Special Meeting Minutes
E. Approval of May 2020 Transfer of Funds within Heartland Bank, from Money Market #219 to the checking account in the amount of $45,000.00.
F. Approval of June 2020 Transfer of Funds within Heartland Bank, from Money Market #2886 to the checking account in the amount of $100,000.00.
G. Approval of payables paid between meetings from 05/19/20 to 06/15/20 in the amount of $71,856.43.

Commissioner Herrmann made a motion to approve the consent agenda items. Seconded by Commissioner Reid . Motion passed 4 Ayes, 0 Nays, 0 Abstain.

Staff Reports: Staff reports were submitted electronically prior to the meeting. HR Director Prill added today that as of today two staff members were able to increase their staffing from part to full-time. Commissioners had the opportunity to ask clarifying questions. Executive Director Schraw will contact neighboring park districts and plans on opening the Splash Pad on Friday (6/26/2020) when Illinois moves to Phase 4 of the Restore Illinois (Covid-19) Plan. President Looman asked Athletics Supervisor Prill if the Marketing strategies for outdoor athletics will be posted tomorrow so that people can register their children.

Commissioner and Staff Comments: President Looman asked about the flooding at Seyller Park and if the issue was resolved as the Fire Department Memorial was underwater. The Fire Chief has also expressed the Department willingness to help mitigate the water next time flooding occurs. President Looman also wants to review the video of the kids 4-wheeling in the park and wants the Park District to be more aggressive in monitoring the parks. He would like the Park District to review the signage to be specific to prohibiting motorized vehicles in the Parks. President Looman also asked about the policy at Little People Playtime in regards to paying for a spot if the family does not commit to daycare during the summer months.

New Business

A. Resolution #2020-05 Approving the Comprehensive Master Plan- Commissioner Herrmann made a motion to approve Resolution 2020-05 (Comprehensive Master Plan). Seconded by Commissioner Reid.
Roll Call Vote-
Commissioner Herrmann- Aye
Commissioner Tiffany-Aye
Commissioner Reid- Aye
Commissioner Looman- Aye
Commissioner Majcher- Absent

B. Refund requests- Athletics Supervisor Prill presented to the Board the $2000 in request for refunds with attached requests from individual families. The Board of Commissioners reviewed each request. The Board of Commissioners agreed that the soccer refunds will have a processing fee and t-ball and volleyball will be refunded without a processing fee. Emails will be sent with language specific that this is a one time exception due to Covid-19 individualized for each sport.. In addition the Board of Commissioners will review/update the refund policy on the Park District website to reflect Covid-19 closures and any possible closures due to a future possible pandemic. Commissioner Reid made a motion to approve refund requests. Seconded by Commissioner Tiffany. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

C. 2020 Coon Creek 2k/10k race- Executive Director Schraw updated the Board as she attended the Foundation meeting. It is recommended that the Coon Creek race be held during the same weekend and to do heats. The Board discussed possible solutions and possible changes due to Covid restrictions. Consensus from the Board of Commissioners is to keep the name of the race and implement heats to help with crowds.

Old Business

A. Tuscany Woods Construction Timeline Update- Executive Director Schraw provided the Board of Commissioners with the updated timeline with Tuscany Woods Construction. No additional questions were asked.

At 8:05 p.m. Commissioner Reid made a motion to adjourn the regular meeting to go into Executive Session to review Executive Session meeting minutes (5 ILCS 120/2) (21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Seconded by Commissioner Tiffany. Motion passed 4 Ayes, 0 Abstian, 0 Nays.

At 8:12 p.m. Commissioner Herrmann made a motion to resume the regular meeting. Motion seconded by Commissioner Tiffany. Motion passed 4 Ayes, 0 Abstain, 0 Nays.

Motions resulting from Executive Session- Commissioner Reid made a motion to not release the following Executive Session meeting minutes:

May 20, 2013-not to release
December 16, 2013 - not to release
December 17, 2018 - not to release
April 8, 2019 - not to release

Seconded by Commissioner Herrmann. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

Adjournment: At 8:14 p.m. Commissioner Tiffany made a motion to adjourn the meeting. Seconded by Commissioner Reid. Motion passed with 4 Ayes, 0 Nays, 0 Abstain.