

**DIXON PARK DISTRICT
MINUTES OF EMERGENCY BOARD MEETING
804 PALMYRA STREET DIXON, ILLINOIS
APRIL 2, 2020**

I. CALL TO ORDER

- A. President Ron Pritchard called the meeting to order at 6:10 p.m.
Roll Call: President R. Pritchard - present via phone
Vice President - Shane Miller - present via internet
Commissioner - Rodney Frey - present via internet
Commissioner and Board Secretary - Keith Aurand - present via internet
Commissioner - Steve Pritchard - absent
Staff Present: Duane Long- Executive Director - present via internet
Teresa Smith - Administrative Assistant - present via internet

II. NEW BUSINESS

- A. Covid - 19 Update from the Park District
Long indicated he has been trying to stay up-to-date with the situation changing rapidly. Long has had numerous calls with the attorney and IPARKS to clarify how things need to be managed as it relates to the use of the parks and the process for employees. The office staff has been working from home and only in the office in coordination with the other office staff.
Nature Center staff member, Tim Smith is working only as needed.
Starting April 13th the Maintenance staff will be working out of 2 locations. Dave Shank will be returning April 6 to get ready for the seasonal staff to come back on April 13. Seven seasonal staff will return to the Maintenance Department on April 13th. Park staff is considered essential staff so that the parks can be ready for the public to use. All staff that is working will need to complete a five question survey each day prior to starting their shift.
The Maintenance Department staff will work from two locations: Third Street Shop, and the Lowell Park Shop.
All equipment will need to be sanitized when the staff member is done using the equipment and again by the next person who will be using the equipment. Vehicles will stay at the two locations with no more than two people in a vehicle and with the windows down.
The six-foot social distancing order will be strictly enforced.
Some staff have made the decision to not come back to work related to concerns of exposure to the Covid 19 virus. These employees will be paid their usual salary for the current pay period and then on April 14th they will need to let us know if they are planning to come back. If the employee decides to not come back they will need to file for unemployment.
The April 15th Board Meeting will go on as scheduled but it will be held via phone/internet to assure that the budget is available for viewing by the public for 30 days. The public hearing for the budget is scheduled for May 20th so that the final budget can be at the court house by June 15th.
Long has arranged for the Dixon Police Department to have a presence at Lowell Park. Any issues that the Dixon Police Department note will be shared with the Lee County Sheriff.
Speed bumps will be installed at Lowell Park on Monday. Electronic speed signage will also be available for Lowell Park.
Closure of the playgrounds may need additional signage.

Park for Paws is open at this time. Consensus of the Park Commissioners is to limit the number of dogs at Park for Paws to three at a time and continue to restrict the area to people who have paid the fee and provided verification of the necessary immunizations. Overflow parking for the Meadows is available at the horse trailer parking lot, the roller hockey parking lot and the Dixon Junior Dukes parking lot.

III. ADJOURN

At 7:10 p.m. Commissioner Miller made a motion, seconded by Commissioner Aurand, to adjourn.

Vote by roll call: R. Pritchard - yes, Miller - yes, Frey - yes, Aurand - yes, and S. Pritchard - absent; motion carried.

Signatures: _____ Date: _____
Ron Pritchard

_____ Date: _____
Shane Miller

_____ Date: _____
Keith Aurand

_____ Date: _____
Steve Pritchard

_____ Date: _____
Rodney Frey