

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS REGULAR
MEETING TUESDAY, AUGUST 11, 2020
140 OAK STREET, FRANKFORT, IL 60423

MINUTES

1. CALL TO ORDER

President Barz called the meeting to order at 6:30 p.m.

2. ROLL CALL

PRESENT: Commissioner Barz

Commissioner Ruvoli

Commissioner Bickett (*joined 6:50 p.m.*)

Commissioner Schedin

Commissioner Ponton

ABSENT: None

ALSO PRESENT: Executive Director, Gina Hassett; Stacey Proper, Supt of Recreation; Lisa Slattery, Business Manager; Edward Newton, Supt. Building & Grounds; ; and Mary Strand, Recording Secretary.

GUESTS: None

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF THE AGENDA – Approved as presented.

5. CONSENT AGENDA – Items on the consent agenda are considered to be routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a board member so requests in which event, the item will be removed from the Consent Agenda and will be considered separately. President Barz asked for a motion to approve the Consent Agenda.

- A. Approval of the Regular Board Meeting Minutes of July 14, 2020**
- B. Approval of the Executive Board Meeting Minutes of July 14, 2020**
- C. Approval of the Committee Meeting Minutes of July 28, 2020**

Commissioner Schedin made a motion to approve the minutes as presented and motion seconded by Commissioner Ponton. A roll call vote was taken.

Aye: (4) Ruvoli, Ponton, Schedin, Barz

Nay: (0)

Abstain: (0)

Absent: (1) Bickett

Motion approved

6. APPROVAL OF BILLS (financial reports attached) –.President Barz asked for a motion to approve the **July 31, 2020 Accounts Payable and Payroll in the amount of \$246,923.24- which includes travel and Lodging expenses.** Lisa told the Board that she has been continuing on getting data to feed to reports in a more concise and readable format.

Commissioner Ruvoli made a motion to approve the July 31, 2020 Accounts Payables and Payroll in the amount of \$246,923.24 as presented. Commissioner Ponton seconded the motion. A roll call vote was taken.

Aye: (4) Ponton, Schedin, Ruvoli, Barz

Nay: (0)

Abstain: (0)

Absent: (1) Bickett

Motion approved

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE – None

8. PRESIDENT'S REPORT

- President Barz thanked the staff for all their hard work on programs and events. All of their efforts are keeping the District running for the residents.
- He thanked Ed and his maintenance staff for all the extra work they had to do after the recent storm.

9. EXECUTIVE DIRECTOR REPORT –

A. Public Hearing – President opened the Public Hearing at 6:35 p.m. for comments and discussion. Commissioner Ruvoli thanked the staff for making the changes that were discussed. He noted that there is a small decrease in revenues that required some hard cuts. With no further discussion President Barz closed the Public Hearing at 6:36 p.m. Hearing no objections all present said Aye.

B. Approval of 2020-21 Budget and Appropriations Ordinance 20-8- President Barz asked for a motion to approve the Appropriations Ordinance 20-8.

Commissioner Ruvoli made a motion to approve as presented and motion seconded by Commissioner Schedin. A roll call vote was taken.

Aye: (4) Schedin, Ruvoli, Ponton, Barz

Nay: (0)

Abstain: (0)

Absent: (1) Bickett

Motion approved

C. Approval of Resolution 20-8 Authorizing Participation in the ComEd Green Region Program for the Heritage Knolls Naturalization Project. President Barz asked for a motion to approve Resolution 20-8. Commissioner Ruvoli asked if there was a plan that needed to be reviewed. Ed replied that the plan was submitted in order to get the plan and that the bulk of the work would be done this autumn. The money has been received.

Commissioner Ruvoli made a motion to approve Resolution 20-8 Authorizing Participation in the ComEd Green Region Program for Heritage Knolls Naturalization Project as presented and motion seconded by Commissioner Ponton. A roll call vote was taken.

Aye: (4) Ruvoli, Ponton, Schedin, Barz

Nay: (0)

Abstain: (0)

Absent: (1) Bickett

- Gina told the staff that Will County informed her that \$25,000 has been allocated to the District with the Cares Act. It will reimburse the District for Covid-19 related expenses for PPE, sanitizers, etc. through the end of 2020.
- The staff is working with School District 157C to manage the reopening of schools. This includes protocols for prairie Care and for offering a location for an E-Learning program for District 157C staff.
- Several Covid 19 exposures of staff have been reported and the situations were reviewed and protocols enacted.
- Gina has been contacted by two interested individuals on the sale of the Laraway Property. If a buyer is serious, it would be necessary for a referendum question to be place on a ballot to approve the sale of the property. Discussion was held.

- Gina and staff are working on plans to move the capital items in the budget forward. Requests for proposals for redesigning playgrounds and topographic surveys for two playgrounds have been submitted. Also being considered are areas in the bark park that need ADA improvements. The parks that have been marked as priority were discussed.
- Tree damage from last night's storm affected some fencing. Downed trees and light poles in the parks have been reported. The roof over the Founders Center was hit by branches and some damage was incurred. Insurance has been contacted. A tree in the parking lot of Founders Center hit Gina's car. Commissioner Ruvoli reported a tree down in Heritage Knolls. Ed is assessing all parks and will prioritize. No injuries of staff or patrons was reported.
- Commissioner Ponton inquired about the Master Plan and was informed that Design Perspectives indicated they would be done in the autumn.

(Commissioner Bickett joined the meeting at 6:50 p.m.)

10. COMMITTEE REPORTS –

- A. Special Recreation – Executive Director Hassett told the Board that the LWSRA had 2 Covid 19 exposures. They also were without power due to last night's storm so closed today until power is restored.
- B. Building and Grounds Report
 - Ed stated that he and his staff are assessing damage throughout the District prioritizing what needs to be done and keeping track of time and materials used for insurance purposes.
 - Baseball and Softball have wrapped up their seasons. His staff set up soccer goals and stripped the fields.
 - Seasonal workers are starting to leave and a full time staff member is on sick leave. He is accepting applications for a short term seasonal spot to bridge the void.
 - Commissioners Park has had its drainage problems resolved.
 - Maintenance of the parks is being done to keep them looking neat and clean and sanitized.
 - Ed reported that no piers were damaged in the storm.
 - Commissioner Ruvoli asked if there was additional items that needed to be done on Fort Frankfort. Ed said that there is more sealing needed. The Lions service projects might be able to do it and Commissioner Schedin suggested using some Eagle Scouts who need service hours.
 - Indian Boundary park mowing was discussed.
- C. Recreation Report
 - Summer Camp is going well and residents are signing up for other programs too.
 - Prairie Care will start August 24th and Preschool will start September 8th.
 - Soccer was pushed back one week. Maurice has staggered practice and scrimmage times. Good response of participants and coaches.
 - Fall Brochure is at the printer for 2000 copies. They will not be mailed out, but at Founders Center for pickup as well as the library and schools. Commissioner Ruvoli would like to know how well received this process is accepted by the public.
 - Splash Park has done well with new hours. No day camp or day care groups have been hosted, but there are 4 parties scheduled. Commissioner Barz suggested keeping the Splash Park water turned without staff during September. Staff will be discussing as weather permits.
 - The Drive-in Movie is being held tonight the Village is partnering with us.
 - Commissioner Ruvoli suggested working with the Village on events on a small scale since Fall Fest has been cancelled. Stacey will explore the potential of partnering.
 - C D & Me is being considered for the Lions Beer Tasting.
 - Rentals of the Founders Center was discussed.

- D. Public Relations – Deb Gorchos has been handling social media very well.
- The report showed printed articles, website info and e-newsletters.
 - A Hootsuite report was in the Board's packets. It shows analysis of interactions on social media comparing May to June

E. Planning Report –None

11. ATTORNEYS REPORT – None

12. UNFINISHED BUSINESS – None

13. COMMISSIONER COMMENTS/ANNOUNCEMENTS –

- Commissioner Schedin said that it was wise to cancel the Back-to-school Bash. He noted that some people are complaining about the Garage Sale and Senior picnic on social media. He told the staff to do what is right.
- Commissioner Ponton said everyone is doing a great job. He was glad everyone was safe during the storm. He thinks the staff is doing a tremendous job.
- Commissioner Barz inquired about the Fireworks that were cancelled for July 4th. Gina said that they will be held July 2021 as the District is partnered with others and collectively made that decision. He advised that pavilions and playgrounds be analyzed for what is needed as the whole park. Gina said that neighbor input is considered. Discussion was held.
- Commissioner Ruvoli told Ed to extend our gratitude to his staff for all the extra work they have with storm cleanup. He thanked the staff again regarding the budget and sacrifices that had to be made. He wished everyone good luck in the 2020-21 school. He thanked everyone for keeping safety and health as their priority for participants and staff.

14. EXECUTIVE SESSION – None

15. ADJOURNMENT — ***President Barz asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of August 11, 2020 at 7:12 p.m. Commissioner Ruvoli so moved and Commissioner Schedin seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote.***

Respectfully submitted,

Mary T. Strand
Board Minutes Secretary