

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS REGULAR
MEETING TUESDAY, JANUARY 12, 2021
140 OAK STREET, FRANKFORT, IL 60423

MINUTES

1. CALL TO ORDER

President Barz called the meeting to order at 6:32 p.m.

2. ROLL CALL

PRESENT: Commissioner Barz (*via Zoom*)

Commissioner Ruvoli

Commissioner Ponton

Commissioner Schedin

Commissioner Bickett (*joined 6:40 p.m.*)

ABSENT:

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

GUESTS: **Via Zoom**; Residents Barbara & William Dutton, Belinda Olszewski, Jennifer Luc, Michelle Mager, Misty Boise, **Joseph**

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 December 8, 2020

B. Approval of the Committee Meeting Minutes of December 8, 2020

C. Approval of the Executive Meeting Minutes of December 8, 2020

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

Aye: (4) Ruvoli, Schedin, Ponton, 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 **December 31, 2020 Accounts Payable and Payroll in the amount of \$140,712.77 - which includes travel and Lodging expenses.** Lisa told the Board give an overview of the list of payments. She noted that there were three payrolls in December. She noted the refunds due to cancellation of the programs. A 2020 Girls' Softball donation, Will County Grant and Tax payment have been received. Commissioner Ruvoli noted that the interest on the accounts has decreased and inquired about the computer costs. Gina said that the staff has purchased eleven iPads for staff and Board and will be reimbursed through the County.

Commissioner Ruvoli made a motion to approve the December 8, 2020 Accounts Payables and Payroll in the amount of \$140,712.77 as presented. Commissioner Ponton seconded the motion. A roll call vote was taken.

Aye: (4) Schedin, Ponton, Barz, Ruvoli
 Nay: (0)
 Abstain: (0)
 Absent: (1) Bickett

Motion approved

Commissioner Bickett (*joined 6:40 p.m.*)

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE – Resident Barbara Dutton, a candidate for Commissioner of FPD in 2021, read a letter that she sent to the Village of Frankfort regarding the Homeowner’s Association that she is part of. Her letter claimed violations of the HOA rules by several individuals of the Association’s, including Tom Barz’s failure to obtain a building permit. William Dutton also spoke stating additional complaints regarding the HOA, including that their Board was self-appointed and not duly elected. Mr. Dutton suggested that Mr. Barz should not run for the Board of the FPD in 2021.

Michelle Mager inquired about her proposal to rename Commissioners Park for her father. Gina responded that the Board has not yet addressed the request and will keep in touch with her when it will be included on the agenda.

Belinda Olszewski asked if the Board had received the information that she submitted in regards to the Will County Treasurer and a Five Oaks subdivision parcel. Gina confirmed that all the commissioners have received it.

8. PRESIDENT’S REPORT

- President Barz addressed Mr. & Mrs. Dutton statements saying that he is in the process of obtaining a building permit from the Village of Frankfort for his enclosed porch, noting that it was not a building addition. He further noted that Mr. & Mrs. Dutton were in attendance at the HOA meeting in November, 2020 when the HOA Board was elected.
- He thanked the staff for a job well done in these difficult times and to keep up the good work.
- President Barz welcomed everyone to 2021 and said there are good things on the horizon for FPD.
- He said there are five candidates running for four commissioner spots on the FPD Board this spring.
- He asked for a status of the Master Plan and Gina informed him that it is being finalized and should be ready for adoption at the February 9, 2021 meeting.
- Gina responded to President Barz’s inquiry regarding beautification of the parks. She told the Board that she is getting pricing.

9. EXECUTIVE DIRECTOR REPORT –

- Gina said that Tier 3 Mitigation is still in effect so all programming is still suspended. It is hoped that Tier 2 will be reinstated on January 15th by the Governor’s office. That would allow for programs with 10 attendees. The staff is closely monitoring the situation.
- While FPD has been reimbursed for most things, the hope is that the Federal and State funds will be available for expenses and loss of revenue.
- Documents included in the Board’s packets for the Five Oaks Park Property identify the owner of the trust. Discussion will be held in Committee Meeting to see if Gina should reach out to him directly..
- Williams Architects submitted a proposal for the scope of the splash pad project. It includes design, construction and bidding for \$330,000. Williams Architects fee would be \$33,000 which is average for this service. Staff would like to move forward with the project in February to hopefully complete in the Fall of 2021.
- Updates and quotes for the fire alarm system and second floor improvements are pending the Borg Warner discussions.
- Brookmeadow and Sandalwood Playground bids go out on January 13th and the staff hopes to bring the results to the Board at the February Board Meeting. Commissioner Ruvoli commented that the surveys received back from the residents were very positive.

- IAPD/IPRA Conference will be virtual. One seat will be purchased and shared with the Board and Staff.
- Five Election Petitions have been received for the April election. Due to the reduction in the number of Bard seats, a straw poll will be conducted after the election to determine which newly elected Commissioner will go to the 2 year term cycle that follow the same schedule as Commissioner Barz.

10. COMMITTEE REPORTS –

A. Special Recreation

- Executive Director Hassett told the Board that LWSRA held the annual Grinch event virtually. They sold boxes with activities and donated items. The event was very successful with profits in excess of \$8,000.
- LWSRA has furloughed some employees. They are hoping to get into Tier 2 Mitigation soon, but the nature of their services present some unique issues.

B. Building and Grounds Report

- The tree project is underway and 5 have been harvested from the Laraway property. Now that the ground is a little more firm the project will resume.
- Summer equipment is being serviced. Picnic tables are being fixed and refinished.
- Staff took vacation days during the week between Christmas and New Year to help keep their exposure to Covid 19 minimal.
- Cleaning continues to be a priority.
- Christmas tree recycling is still underway.

C. Recreation Report

- The Winder Brochure is available online. The hope is that programming can begin on a modified basis when Tier 2 is available. The Spring Brochure is being worked on.
- Staff is busy planning for the summer for Day Camp and also for registration of the 2021 Preschool program.
- The Daddy/Daughter Dance was pushed back to March and will have 3 sessions.
- The budget and Covid 19 will affect the planning for all programs moving forward. All mitigation guidelines must be followed to insure that funding and grants are not at risk.
- Earth Day will still be held in conjunction with the Village.

D. Public Relations – Deb Gorchos has been handling social media very well and she did design the brochure in-house..

- 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 October and November.
- Deb has been instrumental in preparing the brochures.

E. Planning Report –None

11. ATTORNEYS REPORT – None

12. UNFINISHED BUSINESS – None

13. COMMISSIONER COMMENTS/ANNOUNCEMENTS –

- Commissioner Ruvoli he wished everyone a Happy New Year and hopes it is better than 2020. He thanked Lisa for all the work she did on the audit. He said he was looking forward to getting to Tier 2 and being able to give the community a sense of purpose. He commended Stacy and the staff for coming up with creative ideas on virtual programming showing our residents that FPD is operating to give them services. He inquired about the participation in some programs. Gina and Stacy said that Prairie Care was at about 40% and preschool was about 50%. Kristin has been adapting the programs but surveys of the parents of 2 year olds

verified that they are not ready to return. Open house for 2021 Fall preschool and registration will be held the first week of February. He asked Ed and Gina to present a status report of Capital Projects that are done, in the works and finished. He thanked the residents who participated via zoom and encouraged them to join the meetings in the future. He asked that if they are making comments to please keep them to park related subjects.

- Commissioner Bickett said that he didn't appreciate the public comments that were made not related to park business. He told all to have a wonderful new year.
- Commissioner Schedin said Happy New Year to everyone. He encouraged everyone to be positive in 2021.
- Commissioner Ponton told everyone Happy New Year and he is looking forward to working with all. He said there is a lot going on with big changes and positive things.

14. ADJOURNMENT — *President Barz asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of January 12, 2021 at 7:20 p.m. Commissioner Ruvoli so moved and Commissioner Ponton seconded the motion. A roll call vote was taken.*

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

Nay: (1) Bickett

Abstain: (0)

Absent: (0)

Motion Passed

Respectfully submitted,

Mary T. Strand

Board Minutes Secretary