

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS SPECIAL
MEETING TUESDAY, FEBRUARY 23, 2021
140 OAK STREET, FRANKFORT, IL 60423

MINUTES

1. CALL TO ORDER

President Barz called the meeting to order at 6:31 p.m.

2. ROLL CALL

PRESENT: Commissioner Barz

Commissioner Ruvoli

Commissioner Schedin

Commissioner Ponton

Commissioner Bickett (*via zoom*)

ABSENT:

ALSO PRESENT: Executive Director, Gina Hassett; Edward Newton, Supt. Building & Grounds;
John Izzo, Attorney FPD; and Mary Strand, Recording Secretary (*via zoom*).

GUESTS: Lou Hayes, resident.

3. PLEDGE OF ALLEGIANCE

4. APPROVAL OF THE AGENDA –

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE – Mr. Hayes said he was present as an interested citizen to hear what is happening with Sandalwood Park.

8. PRESIDENT'S REPORT –

- President Barz commented that the sled hill was being used frequently and all seem to be enjoying it.
- He thanked Ed and the maintenance crew for a great job with the snow removal.
- He expressed his appreciation to the staff on getting the needed information to prepare the next budget.

9. EXECUTIVE DIRECTOR REPORT

- A. Approval of Brookmeadow and Sandalwood Playground Project. – Gina provided a map of the Brookmeadow playground showing the poured and played surface. It showed the option to only do a portion of the surface. The cost savings was minimal. The poured and played surface is 100% funded by the ADA fund. Some concerns were voiced on the ability of the timing of one of the contractor and the paperwork. It is at the Board's discretion to disqualify them. The equipment will be ordered directly from the vendors. Discussion of the different options and the costs to be paid from the bond proceeds and the ADA funds was held. Concerns and preferences were expressed. The general consensus was to hold off on doing the ponds and the piers, but to reconsider them in the future. The consensus of the Board was to award George's Landscaping the contract and to go with Option 5 of the presentation

Mr. Hayes commented on the Sandalwood Playground Project he was concerned that there would be benches and a shade structure. He said some people in the HOA did not want to contribute to the cost of the improvements. He said it was good that the Board is taking considerations of costs and doing a good job.

Commissioner Ruvoli made a motion to award the contract to George's Landscaping, as the lowest qualified bidder, for the playground improvements at Brookmeadow Park and Sandalwood Park including alternates A & B at Brookmeadow and alternates D & E at Sandalwood in

the amount of \$533,221.55 as presented. The motion seconded by Commissioner Ponton. A roll call vote was taken.

Aye: (5) Schedin, Bickett, Ruvoli, Ponton, Barz
 Nay: (0)
 Abstain: (0)
 Absent: (0)

Motion approved

President Barz asked for a motion to approve the purchase of the equipment for Sandalwood Park.

Commissioner Ruvoli made a motion to purchase of playground equipment from NuToys through the Sourcewell joint purchasing agreement in the amount of \$78,473. Commissioner Ponton seconded the motion. A roll call vote was taken.

Aye: (5) Bickett, Ponton, Ruvoli, Schedin, Barz
 Nay: (0)
 Abstain: (0)
 Absent: (0)

Motion approved

President Barz asked for a motion to approve the purchase of the equipment for Brookmeadow Park.

Commissioner Ruvoli made a motion to approve the purchase of playground equipment and site furnishings for Brookmeadow Park from PlayPower LT Framington through the Sourcewell Joint Purchasing agreement in the amount of \$54,677.80. The motion was seconded by Commissioner Schedin. A roll call vote was taken.

Aye: (5) Ponton, Ruvoli, Schedin, Bickett, Barz
 Nay: (0)
 Abstain: (0)
 Absent: (0)

Motion approved

- B. Approval of the Comprehensive Master Plan – Gina sent an email to the commissioners with updates to pages 21-22 and page 28. The concerns were related to the using 2021 YTD that was affected by the Covid Pandemic. YTD 2021 will not be used. The Recreation Programming and refunds does not reflect a normal year.it was suggested to adding language that would denote it is a plan recommendation not a “must do”. Concerns were raised on the amount of items to be finished in 2021. Language could be added to say that all plans are subject to availability of funds. Gina will add the language to the Introduction Summary. Discussion was held. President Barz thanked the commissioners for all of their input to create the document.

(Lou Hayes left the meeting at 7:55 p.m.)

Commissioner Ruvoli made a motion to approve the Comprehensive Master Plan including the following changes: 1. adding text for the General Recreation Programming; 2.adding text for implementing the plan moving forward; and 3. Updating slides with the audit numbers of 2020. The motion was seconded by Commissioner Schedin. A roll call vote was taken.

Aye: (5) Schedin, Bickett, Ponton, Ruvoli, Barz
 Nay: (0)
 Abstain: (0)
 Absent: (0)

Motion approved

C. Approval of Procedures for the 2021 Consolidated Election Term Selection –

- The Election procedures must be clarified due to the fact that the Board has gone from seven commissioners to 5. Under the law a lottery must be held to determine which of the 4 candidates elected will be for a two year term and the three candidates that will be for 4 year terms. The [MTS1] law requires that the lottery must be held within 21 to 30 days after the election is certified. Gina will notify the candidates in writing of this procedure.
- Attorney Izzo addressed the Board and told them that he shared information on mandates that need to be posted on the web site. They included info on highly compensated employees, IMRF and a link to State of Illinois web site.
- Attorney Izzo also cautioned the Board and Staff on the ethics when discussing the Non-Binding Referendum. He supplied Gina the information to share with everyone.
- Attorney Izzo discussed Tax Rate Objection to the large ADA Fund balance. He settled some of these in 2020. There are a few more years to settle and he cautioned the Board to start using the funds responsibly to avoid further objections.
- He addressed the bidding process on selecting the lowest responsible bidder when awarding bids. There is some discretion when considering whether the bid submitted was correct, if the bidder is reputable, etc. Examples of bargaining with an Architect was discussed.
- Gina inquired if a candidate is allowed to use the FPD logo as part of a political campaign. It appears that FPD endorses the candidate. Attorney Izzo suggested that Gina inform the person via email to remove the logo. Certified mail would be the next step.

(Attorney John Izzo left the meeting at 6:48p.m.)

President Barz asked for a motion to approve the procedures for the 2021 Consolidated Election Term Selection.

Commissioner Ponton made a motion to approve the procedures for the 2021 Consolidated Election Term Selection as presented. The motion seconded by Commissioner Ruvoli. A roll call vote was taken.

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

Nay: (0)

Abstain: (1) Bickett

Absent: (0)

Motion approved

D. Approval of Agreement with Williams Architects – Gina will go back to Williams and discuss the items of concern regarding the language. The agreement will be put on the March Agenda.

10. ATTORNEYS REPORT –None

11. UNFINISHED BUSINESS –

- Gina had a discussion with Borg Warner recently. They wanted their name removed from the Referendum Ballot. However, the ballots are already printed and certified. BW wants to have a meeting with Village officials and FPD to discuss a possible acquisition and the scenarios that would play into it. They suggested March 1st at 4 p.m. at the Village hall with a follow-up of March 16th or 12th. Gina will follow up with an email.
- In answer to the FPIA request from earlier this year, the attorney sent a letter to the DorothyG@1939 individual telling them they needed to include a phone number or different email in the future.

(Commissioner Ruvoli left the meeting at 7:55 p.m.)

- Commissioner Ruvoli inquired about the fire suppression system. Gina approved the drawings and will be sending them out to other vendors to get bids.
- There is a map on the FPD web site depicting Borg Warner and some FAQs. The next will be to put the tax information on social media. When the rendering & visioning is ready a direct mail piece will be prepared. Discussion was held.
- Discussion of the Founders Center building issues (leaks, HVAC, etc.) was held.

12. EXECUTIVE SESSION – None

13. ADJOURNMENT – *President Barz asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of February 23, 2021 at 7:58 p.m. Commissioner Ruvoli so moved and Commissioner Schedin seconded the motion. A roll call vote was taken.*

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

Nay: (0)

Abstain: (0)

Absent: (1) Bickett

Motion approved

Respectfully submitted,

Mary T. Strand

Board Minutes Secretary