

**FRANKFORT PARK DISTRICT
COMMITTEE MEETING – MINUTES
TUESDAY, SEPTEMBER 28, 2021
FRANKFORT, IL – FOUNDERS COMMUNITY CENTER
6:30 p.m.**

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

Attendance: President Barz; Commissioners Ruvoli, Gentry and McCarey; Commissioner Ponton (*via zoom*); Executive Director Gina Hasset; and Recording Secretary Mary Strand.

Absent: None

Guests: Belinda Olszewski

Gina brought the Board up to speed on the power outage that occurred on the 27th. Just a phase of the power was experienced by the Founders Center. The room we are meeting in was affected, but are now working. Ed contacted the company that installed the fixtures and they will be in on September 30th. The transfer of the cloud based phones worked. Discussion was held.

- I. Capital Project Update –
 - A. Fire Alarm panel Upgrade – Phoenix is still waiting for the materials to install.
 - B. Playground Replacement – Brookmeadow is almost done. The swing frames were refinished but the new belt and bucket seats are delayed. Some seats may be available from other Districts. The zip line seat is on back order. At Sandalwood the contractor is in need of a couple of buckets of adhesive for the pour and play surface. Benches and garbage receptacles are also back ordered. A resident near Sandalwood want to know if the District could put in a tennis court. Another resident was unhappy that she was not contacted for input on the plans. Gina assured her that the HOA did not contact her for the public meeting.
 - C. Splash Pad Renovation – While the IDHP permit has been received, staff is still waiting on the Village permit. Gina thinks it will be ready next week. She signed the purchase order for the splash pad equipment. She is working on the paperwork for the grant that was awarded by Senator Hastings. Gina is working to get cost schedule from Georges Landscaping.
 - D. Parking Lot and Trail Improvements – Project is 95% done.
 - E. Vehicle Purchase – Still delayed.
 - F. Practice Field Light Pole Replacement – Nothing done at this point.
- II. OSLAD Grant Application – Windy Hill Park – Still waiting to hear back.
- III. Executive Meeting Minutes – Gina will put together a packet for the commissioners to review. It will be an agenda item for the October Board Meeting. A vote to publish or hold them will take place.
- IV. Monthly Financial Report – Timing of submittals – It would be helpful if Lisa had more time to prepare the financial package. Discussion was held and the general consensus was to delay the report one month.

- V. Fall Fest – OPF Volunteers & Staff - Gina explained that the parking that OPF runs takes more volunteers than the organization can supply. She asked if FPD staff should help either as volunteers or paid employees. Discussion to partner with other organizations was held. But OPF does not want to split the profits with any organization. The consensus is to not ask the employees to participate.

- VI. Referendum Updates –
 - A. Tax Rate – This will be an item of discussion for the retreat.
 - B. Borg Warner Status – The Village delayed the rezoning again which is delaying the purchase as well. The Village is trying to rezone the property to residential which is in line with the Master Plan. A new owner can conduct light industrial business.

- VII. July 4th Fireworks
 - A. Funding – The Village, FPD, Chamber and Fire Union & Fire Foundation are the groups that contribute to the cost of \$16,000. The Chamber does not think that they can contribute in 2021. The question is does the Board want to fund an additional amount. Commitment to the vendor is due by year end. FPD already funds \$4,000. Discussion was held. Consensus is to commit to the vendor by the due date.

- VIII. American Rescue Money
 - A. Village of Frankfort – Staff is trying to stay informed of distribution of funds for both agencies.
 - B. Will County – As grants become available, staff will evaluate to see if FPD qualifies. Also, the money can be spent over a 2 year period so staff will keep informed.

- IX. Recreation
 - A. OPF Beer Tasting – October 16 – Julie has done a great job getting vendors. Tickets can be purchased online.

- X. Building and Grounds
 - A. Girls Baseball –
 - i. Field Maintenance – A mention was made previously that the organization could hire a 3rd party to perform the duties.
 - ii. Jackson Creek Stairs – The organization would appreciate the improvement. The cost of drawing up plans would be approximately \$5,500.
 - B. Timbers Edge Park – The HOA has done some improvements on FPD’s property. Part of the parcels are wet lands. The HOA thought they owned the parcel. The HOA president wants to make more improvements. Gina suggested that there needs to be an agreement with FPD and the HOA. The agreement would indicate that the HOA would cover the costs, but the work must be approved by FPD.

Gina will convey appreciation for the work they have done, but let them know that the property is not theirs.

- C. Ada Improvements – Janssen and Jackson Creek Parks did not have curb cuts and they are now compliant. Mrs. Olszewski asked that the asphalt and boards on the pier at Janssen Park be repaired. She submitted photos of the disrepairs.
 - D. Stone Creek Drainage – George’s Landscaping fixed the drainage issue. Commissioner Gentry asked if the issue was the area behind the playground area. It isn’t.
 - E. Commissioners Park – path width – The asphalt project was delayed to assess. Staff is working with the current contractor to determine the cost. The current path would have to be ripped up and replaced and widens. Discussion was held to determine if there would be a grant to fund it. Gina will look into it again.
 - F. Chrystal Brook Park Development – The developer is putting in a playground. Staff received a landscape plan, but it isn’t approved yet. Staff met with the developer. There is not access to the park until the street is finished. The parking lot is not FPDs, but the Villages. Staff will make sure that the developer removes the invasive species.
- XI. Educational/Networking Opportunities
- A. NRPA National Conference – Sept 21-23 – Commissioner McCarey thought the group did a great job even with the limitations. Some of the sessions were filled. Commissioner Ruvoli said that it was good for a hybrid. Discussion was held.
 - B. IAPD/IPRA State Conference – Jan 27-29 this is save the date. Gina gave an overview of the conference for the newer commissioners.
- XII. Commissioner Retreat – November 13th was suggested. Gina is working on the details. Also she is working on different scenarios of “what ifs” regarding Borg Warner , Taxes, Laraway property.
- XIII. Miscellaneous.
- A. LWSRA Presentation – The September Board Meeting
 - B. Gina was contacted by IDOT regarding the easement of the Laraway property. Commissioner Ruvoli expressed concern on the lack of fencing that is being proposed along the Laraway Road expansion. It would impact the District’s property there.
 - C. Commissioner Ruvoli said that new signs were put up in front of the Hallmark Indoor Soccer facility. It may have been because the signs were not in compliance with Village rules.
 - D. Gina discussed some items that will be on the agenda and in the accounts payable.
 - E. President Barz said he will not be in town for the January Regular Board Meeting.
 - F. Commissioner McCarey will help out with the Pours for Parks event for only part of the time. Gina asked if anyone would volunteer or bring friends or family to increase revenue.

- G. President Barz asked Mrs. Olszewski if she had anything else to say. She inquired about the installation of the special swing. Gina informed her that all the swing parts have been ordered, but they are delayed for a very long time due to the current pandemic slowdown of production.
- H. President Barz inquired about the Five Oaks park parcel. Mrs. Olszewski said that the person who purchased the parcel for back taxes plans to build a house on it. It seems that the courts might have to get involved.

XIV. ADJOURNMENT – President Barz adjourned the September 28, 2021 Committee Meeting at 7:37 p.m.

Respectfully submitted,

Mary T. Strand
Board Minutes Secretary