

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS REGULAR
MEETING TUESDAY, AUGUST 10, 2021
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 McCarey (*joined at 6:30 p.m.*)

Commissioner Ponton

Commissioner Gentry

ABSENT: None

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

GUESTS: George Petecki, George's Landscaping; and Stacey and Jim Holland, residents.

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. Commissioner Ruvoli noted that on page 2 of the July 13 Board Meeting Minutes the word leak was misspelled and on the Committee Meeting Minutes of 7-13, Item III A. should be letter, not let. In addition the distance was incorrect as indicated in his email to Gina on August 9th.

A. Approval of the Regular Board Meeting Minutes of July 13, 2021.

B. Approval of the Committee Meeting Minutes of July 13, 2021.

C. Approval of the Executive Meeting Minutes of July 13, 2021.

D. Approval of the Committee Meeting Minutes of July 27, 2021.

Commissioner Ruvoli made a motion to approve the consent agenda as presented with the corrections noted in his August 9, 2021 email. Commissioner Gentry seconded the motion. A roll call vote was taken.

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

Nay: (0)

Abstain: (0)

Absent: (1) McCarey

Motion approved

6. APPROVAL OF BILLS (financial reports attached) – President Barz asked for a motion to approve the **July 31, 2021 Accounts Payable and Payroll in the amount of \$430,407.46 - which includes travel and Lodging expenses.** Lisa included a memo that outlined some larger non-recurring expenditures. She also included the page number of some of the items with notations. She noted that the Recreation revenue accounted for 54% of the total revenue. Lisa noted that the dates for the real estate tax receipts changed but did not impact FPD greatly. The payment to Melrose will be partially reimbursed. The payment to Williams

Architects for the splash pad design is the final. The fees from Town Center are unique to the Bond. The payments to Beary Landscaping were discussed. The refund for payroll taxes was discussed. Lisa explained the Hybrid Audit. Active Net additional training was included in the budget that will conduct a system overview. Lisa will show Commissioner Ponton how the net of a program is determined.

Commissioner Ruvoli made a motion to approve the June 30, 2021 Accounts Payables and Payroll in the amount of \$140,293.06 as presented. Commissioner Ponton seconded the motion. A roll call vote was taken.

Aye: (5) Ruvoli, Ponton, Gentry, McCarey, Barz
 Nay: (0)
 Abstain: (0)
 Absent: (0)

Motion approved

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE- Mr. & Mrs. Holland thanked the Board for the generous gifts that he received upon his retirement as Mayor of the Village of Frankfort. President Baz thanked both of them for their dedication to public service and the partnership between the Village and FPD. Mrs. Holland further expressed her appreciation for all of the Park District amenities.
8. PRESIDENT'S REPORT –
 - President Barz reminded everyone of the upcoming LWSRA Golf Outing.
 - He said that the Short Run on a Long Day was a great event. There were 301 runners.
 - He told the commissioners to remember that the District participates in the Frankfort Fall Fest Parade on Sunday September 5th.
9. EXECUTIVE DIRECTOR REPORT –
 - A. Approval of Cannabis Free Parks Ordinance 21-08. Gina explained that his was discussed in Committee and is an update to the current Ordinance. President Barz asked for a motion.

Commissioner McCarey made a motion to approve the Cannabis-Free Parks Ordinance 21-08. Commissioner Ponton seconded the motion. A roll call vote was taken.

Aye: (5) McCarey, Ponton, Ruvoli, Gentry, Barz
 Nay: (0)
 Abstain: (0)
 Absent: (0)

Motion approved

- B. Approval of Payment for Tax Objection Payment – Gina said that this was discussed in Committee. The District's Attorney recommended to accept the offer to settle at \$10,000. The motion was read by Gina - Motion to approve settlement of the tax rate objections pending against the Park District in Will County Circuit Court for tax years 2017, 2018, and 2019, for a total payment in the amount of \$10,000 in exchange for withdrawal of all those objections and that the District's legal counsel be authorized to sign any stipulation, agreement, or order to effectuate such a settlement. Check will be produced as soon as the payment is approved.

Commissioner Ruvoli so moved and Commissioner McCarey seconded the motion. A roll call vote was taken.

Aye: (5) Gentry, Ponton, McCarey, Ruvoli, Barz
 Nay: (0)
 Abstain: (0)
 Absent: (0)

Motion approved

- C. Approval of OSLAD Grant Program Resolution of Authorization – The State has opened the Open Space Land Acquisition grant cycle. Grant applications are due September 1st. The Windy Hill Park design and application are being worked on by Design Perspectives. The Board must pass a resolution acknowledging that the District will comply and complete the project within the OSLAD guidelines. President Barz asked for a motion to approve the Windy Hill OSLAD Grant Program Resolution of Authorization.

Commissioner Gentry so moved and Commissioner Ponton seconded the motion. A roll call vote was taken.

Aye: (5) Ponton, McCarey, Ruvoli, Gentry, Barz
Nay: (0)
Abstain: (0)
Absent: (0)

Motion approved

- Gina gave an overview of the Capital Project Summary. Both the Splash Pad and the Asphalt projects are part of the needed improvements and will use Bond money and ADA funds. Eighty percent of the Bond funds must be spent by end of 2022.
- D. Splash Pad Project Approval – Gina explained that the splash pad currently uses well water that is high in iron content and very cold. Replacement is necessary. She went over the memo in the Board's packets giving an overview of the project. Staff recommends to award the project to George's Landscaping. George Petecki addressed the Board and impressed upon them that the materials have increased in price and take a long time to be delivered. The project has been submitted to IDPH for approval. The project is in the 2021/2022 budget and will be paid in part with Bond Fund. Demo and excavation could begin this fall upon approval. The play equipment will be ordered by FPD staff and installation will be done by George's Landscaping. Discussion was held. Commissioner McCarey brought up delays in current projects and asked for help in understanding the work progress so he could

Commissioner Ruvoli made a motion to award the contract to George's Landscaping for the Commissioner Park Splash Pad project in the amount of \$515,750 and Commissioner Ponton seconded the motion. A roll call vote was taken.

Aye: (5) Ruvoli, Ponton, Gentry, McCarey, Barz
Nay: (0)
Abstain: (0)
Absent: (0)

Motion approved

Commissioner Ruvoli made a motion to authorize the purchase of splash pad equipment from Vortex for the Commissioner Park Splash Pad project in the amount of \$52,964 and Commissioner McCarey seconded the motion. A roll call vote was taken.

Aye: (5) Gentry, Ponton, McCarey, Ruvoli, Barz
Nay: (0)
Abstain: (0)
Absent: (0)

Motion approved

- E. Parking Lot and Trail Improvement Contract Approval – Only one bid was received from Accu Paving. Other contractor indicated that due to the timing of the project they could not accommodate the District. Commissioners and the Splash Pad paving will be a separate project. President Barz told the Board that the Main Park lot used to be used for Ice skating. He suggested to see if it can be used again after the paving has been done. Ed will try to accommodate with a new liner. There are new LED lights in that lot. At Jackson Creek part of the trail will be replaced. It will be completed by end of 2021. Gina will consult with the attorney regarding the percentage of ADA Funds to allocate to the projects.

Commissioner Ruvoli made a motion to award the contract to Accu Paving for portion of asphalt and trail improvements in the amount of \$184,780 and Commissioner Gentry seconded the motion. A roll call vote was taken.

Aye: (5) McCarey, Ruvoli, Gentry, Ponton, Barz

Nay: (0)

Abstain: (0)

Absent: (0)

Motion approve

(Mr. Petecki left the meeting at 7:25p.m.)

- Gina reported that all indoor activities will require masks again per State guidelines. Commissioner Gentry noted that the Patch had reported it.
- IAPD will release the rescue money September 30th. Gina will keep following up to hopefully secure some of it for the District.

10. COMMITTEE REPORTS –

A. Special Recreation – None

B. Building and Grounds Report

- Some seasonal staff are starting to leave for college. The regular staff are scheduled 7 days a week to keep up with servicing the bathrooms and park amenities.
- Tree trimming, pond maintenance and poison ivy are keeping the staff busy.
- Staff is prepping the fields.
- A ComEd Rebate program has replaced all the lights in the Founders Center. This will help provide a cost savings to the District. Staff will be trained on the features of the lighting, some of which have motion sensors.
- Commissioner Ruvoli thanked Ed for the signage that was put by the pollinator garden project in Heritage Knolls.

(Commissioner McCarey left the meeting at 7:38 p.m.)

C. Recreation Report

- The Fall brochure was sent to the printer August 4th. It is available on the website now and registration opens August 6th. 2000 copies of the brochure will be made and given to the Village, schools and library for those who want a hard copy.
- The Splash Park was busy during July and is slowing down during August. Closing is August 27th.
- The Back to School Bash will be held August 13th.
- The Short Run on a Long Day had a great turnout. Stacy thanked everyone who helped with the event.
- Day Camp has concluded.
- The Soccer League started today.
- Julie is doing well with the Pours for the Park. She is looking for sponsors for events.

(Commissioner Ponton left the meeting at 7:45 p.m.)

D. Public Relations – Debs report was included in the Board's packets.

E. Planning Report – None

11. ATTORNEYS REPORT – None

12. UNFINISHED BUSINESS – Discussion of whether the convention will be held in September was held based on the Covid outbreaks.

13. COMMISSIONER COMMENTS/ANNOUNCEMENTS –

- Commissioner Ponton told the Board and staff that the Short Run race was well organized and a great race. He thanked the staff for a job well done.
- Commissioner Gentry corrected what he said at the last meeting regarding a brewery he would contact. The name is Brotherhood Brewing in Mokena. He will reach out to them for their participation in Pours for the Park. He also thanked Ed for fixing the fields in Lakeview South.
- Commissioner Ruvoli apologized for not being at the race. He heard positive comments on it. He thanked Lisa and Gina for the work that they have done on financials and the Capital Projects exhibit. He said getting the projects done, spending down the bond money and making sure to be in compliance will be a great PR opportunity. It will help if we get a chance at another referendum in the future. He asked Gina if she reached out to Borg Warner. She reached out to the realtor but did not get a response.

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 10, 2021 at 7:54 p.m. Commissioner Gentry so moved and Commissioner Ruvoli seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote.*

Motion Passed

Respectfully submitted,

Mary T. Strand
Board Minutes Secretary