

COMMITTEE MEETING – MINUTES
TUESDAY, FEBRUARY 22, 2022
FRANKFORT, IL – FOUNDERS COMMUNITY CENTER

6:30 p.m.

(Meeting was conducted in person and via zoom. Public was able to join in person or zoom.)

President pro tempore Ruvoli called the meeting to order at 6:35 p.m.

Attendance: In person attendance - Commissioner Ruvoli, Commissioner Gentry and Commissioner McCarey; Commissioner Barz and Commissioner Ponton (*via zoom*); and Executive Director Gina Hassett.

Absent: None

Guests: None

- I. Snow – In order for essential personnel to get into the Founders Center the Executive Director authorized the maintenance department to plow an employee’s and a commissioner’s driveway during an unusually heavy snowfall. In retrospect it was deemed to not be appropriate. The Executive Director apologized and directed park district staff not to use district equipment to provide snow clearing or other property maintenance services in the future for properties for which the District is not responsible unless there is a policy that permits for it.
- II. Covid Update– As of February 28th the mandate has been revised to Mask Optional. Concerns are what to require of the preschool. Staff has reached out to IDPH. Discussion was held about how different entities that interact with FPD are handling. Staff will work through the issues for the preschool. Gina will send a communication out later this week.
- III. Community Awards – The Regular Board Meeting has been moved back to March 8th. A copy of the invite to accept the award was included in the packets. There are 22 awards, so to accommodate the attendees, the meeting will be held in the Founders Room.
- IV. Residential Request – Kohlhagen Fence Lease Agreement – The terms of the lease were discussed. The GIS image and images of the existing property will be added as Exhibit B. There is a portion of the existing fence already on District property. The terms will be for 50 years, legal fees covered to \$1,000 and an annual fee of \$1. Indemnification will be verified by Gina.
- V. Land/Cash Donation
 - A. Town Home Development – Gina sent a letter to the Village after following the Olde Stone Annexation expressing the Board’s decision of cash in lieu of park land. No communication has been received since.
- VI. Bond Proceeds Status – The spreadsheet was updated and included in the Board’s packet. Commissioner Ruvoli asked which projects are now priorities. It will be discussed during the budget discussion. Discussion was held.
- VII. Capital Project Update –
 - A. Playground Replacement –Gina reached out to the vendor regarding the site accessories and was told the delivery of picnic tables, garbage cans and benches is scheduled for March.
 - B. Parking Lot & Trail Improvements – There are 6 bid holders and 3 came to the pre bid meeting. Bid openings will be held February 28th.
 - C. Pier Replacement – In a Regular Board Meeting a resident offered to rebuild a pier. Ed has reached out to the person and is discussing the materials list that the

District will pay for. The man will not charge for labor. If this arrangement does not go through, staff will prepare a bid package to have a vendor do the work.

- VIII. OSLAD Grant Application – Windy Hill Park – No update has been received from the state.
- IX. Subdivision Annexations – Land Cash Donation – Discussed in item *V*.
- X. Referendum Updates – The Fire Department is considering a referendum too. Discussion was held.
- A. Educational Campaign - Gina has been in contact with 3 PR firms that would be in charge of the educational component. She has received 2 proposals.
 - B. Schedule - Filing for June Referendum would be in April so putting the referendum on the November ballot would be more doable. Filing for the November election will need to be done by August 22nd. A calendar of election dates and filing dates was in the packets. The fees are approximately \$50,000. Bids would need to be sought.
- XI. July 4th Fireworks – The Fire Dept. has agreed to pay \$4,100 of the contract. Gina assured them that there will be signage to recognize that the Firefighters Foundation and Union are major contributors. Since the contract is now held by the FPD for only one year, Gina will invoice the Village and Fire Dept. for their portion.
- XII. AEDs in Parks – Staff has investigated the cost of installing AED’s in some parks. The price for 4 is approximately \$4,500 and a grant has been applied for. Discussion of safety, parks to place them in and alarms was held.
- XIII. ComEd Billing – Lisa has been having dialogs with ComEd since 2020 regarding the taxes paid to them. ComEd has recently indicated that the Founders Center may qualify to have the electric fees waived. ComEd does this for government facilities. They submitted the Founders Center for the credit. On the December bill for the Founder Center there was an “Ordinance Consideration Credit” equal to the monthly charges. Lisa included a list of the past year’s charges and determined that if the credit continues monthly it could result in a \$16,000-\$20,000 annual credit.
- XIV. Budget Schedule – Lisa is putting together the schedule. Staff is looking into the increases in CPI, mandated minimum wage increases and increases to salaries due to low or no interest in a posted position. Typically the Budget is approved at the May Board Meeting, but can be done later.
- XV. Crisis Plan Draft – A proposed policy was in the packets for the commissioners’ review.
- XVI. Educational/Networking Opportunities
- A. SSSPRA Legislative Breakfast – February 28 will be held remote. Tom, Gina and Stacy will be attending.
 - B. Parks Day in Springfield – Staff will not be attending.
- XVII. Miscellaneous – None
- XVIII. ADJOURNMENT – President pro tempore adjourned the February 22, 2022 Committee Meeting at 7:30 p.m.

Respectfully submitted,

Mary T. Strand
Board Minutes Secretary