

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS SPECIAL
MEETING MONDAY AUGUST 22, 2022
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 Ruvoli

Commissioner McCarey

Commissioner Barz

Commissioner Gentry (*Joined 6:40 P.M.*)

Commissioner Ponton

ABSENT None

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

GUESTS: None

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 Special Board Meeting Minutes of July 19, 2022

B. Approval of the Committee Meeting Minutes of July 19, 2022

C. Approval of the Executive Meeting Minutes of July 19, 2022

Commissioner Ruvoli made a motion to approve the Special Board Meeting Minutes of July 19, 2022, the Committee Minutes of July 19, 2022 and the Executive Meeting Minutes of July 19, 2022 as presented. Commissioner McCarey seconded the motion. A roll call vote was taken.

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

Nay: (0)

Abstain: (0)

Absent: (1) Gentry

Motion approved

6. Finance Report- APPROVAL OF BILLS (financial reports attached) – President Barz asked for a motion to approve the July 31, 2022 Accounts Payable and Payroll in the amount of \$504,415.05 - which includes travel and Lodging expenses. Lisa explained that there were 3 payrolls this month, Capital Project payments and Bond Payments were made. (*Commissioner Gentry entered the meeting at 6:40 p.m.*) Commissioner Ruvoli inquired about the drainage

repairs. It was for Heritage Knolls Park to address a neighbors complaints. The cost and reimbursement of the 4th of July Fireworks was addressed.

Commissioner Ponton made a motion to approve the July 31, 2022 Accounts Payables and Payroll in the amount of \$504,415.05 as presented and Commissioner Ruvoli seconded the motion. A roll call vote was taken.

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

Nay: (0)

Abstain: (1) Gentry,

Absent: (0)

Motion approved

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE – A letter of appreciation was received from the Frankfort Police Department thanking the park for their participation in the National Night Out. Cali did a great job.
8. PRESIDENT'S REPORT
 - President Barz said staff did a great job on the new brochure
 - The Back to School Bash was a great success.
 - He addressed the vandals that attacked Sandalwood Park. Suggestion of a camera was discussed.
 - The LWSRA golf outing was a nice outing and he thanked the commissioners for attending. He won a few gifts and will share part of the Liquor basket with all in attendance tonight.
 - He said he was very glad that FPD was awarded the OSLAD Grant for Windy Hill Park.
 - He said that FPD received \$99,000 from the American Rescue Grant.
 - He asked Ed if the roof problems could be caused by wood peckers.
 - He said the commissioners should let Gina know if they were interested in participating in the Frankfort Fall Fest Parade.
 - Everyone enjoy the Labor Day Holiday and stay safe.
 - He noted that the paving projects are starting.
 - The Party in the Park events are enjoying a good turnout.
 - Congrats on all the children returning to school.
 - He discussed tracking people on the website and Gina will talk with the new IT vendor.
 - At Indian Boundary Park the parking situation is not great. He asked Gina to discuss angle parking for the area with the Village.
9. EXECUTIVE DIRECTOR REPORT –
 - A. Approval of Resolution for Tax Rate Referendum – Over the last several weeks the Park District conducted a polling to see if the residents would support a tax rate increase for the November election. A copy of the report was in the commissioners' packets. Over the last two years the Board has discussed the goal of looking to increase the tax levy to generate \$1 million. The new funds would be used to improve day to day park maintenance including weed and landscape bed management, fun capital projects and providing money for future investments into a new facility. The new revenue would be split into three categories; park operations, capital projects and funding a future development. Four options to the increase of the annual amount was presented. Staff recommended Option C, raise the percent rate from .01739 to 0.2859. Discussion was held. To be on the ballot, the Board must take action on August 22nd. The concerns are that there is not enough funds to apply for grants because there are no matching funds, mowing might need to be cut back to every two weeks, programs might need to be cut and new parks coming on will increase expenses. Other concerns were the current status of the economy and the increase to inflation. Gina is looking to hire a marketing person. A town hall event and mailings are being planned. President Barz asked for a motion.

Commissioner Ruvoli moved to approve the resolution to seek to increase in the limiting rate under the Property Tax Extension Limitation Law to .2859 and Commissioner Ponton seconded the motion. A roll call vote was taken.

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

Motion approved

- B. Approval of Vehicle Purchase – President Barz asked for a motion to approve the purchase of the Ford F-150 through the Sourcewell National Auto Fleet Group Joint Purchase not to exceed \$50,000.

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

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

Motion approved

- Staff made a claim to PDRMA for two computers, a firewall, some switches, the large scale printer and desktop printer that went down in July.
- Staff is very happy with the new IT vendor. They have been very responsive.
- The architects are coming out this coming Friday to address the temporary panel that is still having issues. Staff has not released the final payments. Gina will reach out to Senator Hastings to have the DECO grant money released. It is in the State's budget.
- There was no additional progress on the complaint about the park shelter rental. Gina reported that increase to the fee has been made along with the length of time for the rentals. Discussion was held.
- The Active Shooter threat analysis will be done on August 23rd at the Puent Building. The Frankfort Police Department will conduct it for staff.
- The NDA has not been delivered yet. Gina will bring it to them tomorrow.

10. COMMITTEE REPORTS

- A. Special Recreation – Gina sent a link of the LWSRA Board packet.
- Gina was absent from the August meeting, but reported on the desire of the Crete Park District to join the Association. She voiced her concerns.
 - Gina thanked LWSRA for the great Golf Outing.
 - Discussion of the Leigh Creek Park was held.
- B. Building and Grounds Report
- Asphalt repairs are underway at Butternut Park, Michelle Bingham Park and on the trail at Commissioners Park.
 - The pier at Lakeview North Park will begin on August 23rd.
 - The light timer for all the athletic fields is now controlled by an app. The plan is to give the app to all organizations.
 - One of the seasonal workers left for school, but the good news is Ed was able to hire a replacement.
 - Maintenance staff is dealing with the bees and wasps lately by removing nests.
 - The National Auto Fleet Group sent a letter to staff quoting a 2023 Ford pickup. A copy was given to the commissioners and discussion was held.
 - Commissioner McCarey inquired about the baseball field. The father and son who did the maintenance has quit.

- Commissioner Ruvoli asked if the roof is complete. It is and the inside repairs have been done as well.

C. Recreation Report

- Stacy said the Fall Brochure is on the website and Registration began August 22nd.
- The Splash Park is winding down and it was a great season. There were 15 rentals.
- The Back to School Bash was held at the Splash Park.
- Soccer League began last Saturday.
- Pre-School will start September 6th and teachers are preparing the spaces now.
- Prairie Care began last week.
- The Family Camp Fire event has 75 families registered. Twenty-two are registered for the Camp Out.
- Fall Fest Parade lineup begins at 10:30 and in place by 12:30. The theme is through the decades. FPD will capture the 1960's.

D. Public Relations – Debs report was included in the Board's packets. She keeps the print media in the know. Gina will pass on the commissioners' kind word regarding the brochure to Deb.

Julie is working on sponsorships for the Pours for the Park. She secured Fat Rosies to provide margaritas.

E. Planning Report – None

11. ATTORNEYS REPORT – None

12. UNFINISHED BUSINESS – None

13. COMMISSIONER COMMENTS/ANNOUNCEMENTS –

- Commissioner Ruvoli thanked the staff for the end of summer events. Back to School Bash was awesome. He said the parties in the park were great and it was good to get out to see all the people. He is happy that staff is getting sponsor for the events. He said he appreciated participating in the LWSRA Golf Outing he had a great time. He thanked Gina and Lisa for all the work they are doing for the referendum. He is looking forward to working to promote the information drive on the referendum.
- Commissioner Ponton echoed Commissioner Ruvoli's remarks.
- Commissioner McCarey said please let him know if commissioners are needed to help with the meetings for the referendum or to engage the HOA in their subdivision. He said thank you all.
- Commissioner Gentry asked if all commissioners could attend any of the referendum meetings. Gina will help coordinate attendance with defined groups like HOAs. Commissioners are allowed to answer questions. He said that he understands there were challenges to hiring part-time staff, but you all handled it and managed to pull it off.
- President Barz commented that all commissioners need to support the staff at any of these referendum events.

14. **ADJOURNMENT — *President Barz asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of August 22, 2022 at 7:55 p.m. Commissioner Ruvoli so moved and Commissioner Ponton seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote.***

Respectfully submitted,

Mary T. Strand
Board Minutes Secretary