

FRANKFORT PARK DISTRICT  
BOARD OF COMMISSIONERS SPECIAL  
MEETING TUESDAY SEPTEMBER 13, 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  
ABSENT Commissioner Gentry  
Commissioner Ponton

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 August 22, 2022**

***Commissioner McCarey made a motion to approve the Special Board Meeting Minutes of August 22, 2022 as presented. Commissioner Ruvoli seconded the motion. A roll call vote was taken.***

Aye: (3) McCarey, Ruvoli, Barz  
Nay: (0)  
Abstain: (0)  
Absent: (2) Gentry, Ponton

***Motion approved***

6. Finance Report- APPROVAL OF BILLS (financial reports attached) – President Barz asked for a motion to approve the August 31, 2022 Accounts Payable and Payroll in the amount of \$289,277.83 - which includes travel and Lodging expenses. Lisa pointed out that the Rogers Roofing and Schilling were paid using the PCard because rebates are received from 5/3<sup>rd</sup>. Commissioner McCarey asked about the payment to Blitt & Gaines and Lisa explained it was for a legal judgement that garnished wages. The Frankfort Square Park District was a refund for an invoice paid twice.

***Commissioner Ruvoli made a motion to approve the August 31, 2022 Accounts Payables and Payroll in the amount of \$289,277.83 as presented and Commissioner McCarey seconded the motion. A roll call vote was taken.***

Aye: (3) McCarey, Ruvoli, Barz

Nay: (0)

Abstain: (0)

Absent: (2) Gentry, Ponton

***Motion approved***

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE – Commissioner Ruvoli said both he and Commissioner McCarey received an inquiry from The Children’s Museum wanting to know if the FPD is open for a discussion regarding joining FPD with them. Discussion was held.
8. PRESIDENT’S REPORT
  - President Barz said the Fall Fest was wonderful.
  - The Family Campout/Fire is scheduled September 16-17 at Commissioners Park. 75 people are registered for the camp fire and 26 families for the campout.
  - He said that Gina, Stacey and Mike McCarey are going to the IPRA Convention this weekend.
9. EXECUTIVE DIRECTOR REPORT
  - OSLAND Grant -Staff received notification that FPD was awarded an OSLAD Grant.
  - Move on with the Mayor - Staff has coordinated with the Village Mayor’s office to hold a Move with the Mayor event on September 21. The workout will showcase some of FPD programs and instructors at Breidert Green.
  - Will County American Rescue Plan Funds - FPD is allocated \$99,456 as part of the Federal government, Will County initiative, but have not heard back yet..
  - DCEO - Staff has heard from the DCEO and will fill out another form.
  - IT Vendor – Gina reported that the new vendor is a very responsive and diligent group. Four new computers have been received.
  - 2023 Election – Packets for anyone considering to run for the two Commissioners’ seats are available to pick up on September 20<sup>th</sup> for the April 4- 2022 election. They are 2 four-year terms. A press release has been sent out and it will be posted on the website.
  - Tax Rate Referendum – Staff is working on the educational campaign and updating the website by the end of the week. Staff will meet with sports organizations and community groups to get the word out.
  - Splash Pad – Staff is evaluating options to rectify the ongoing electrical issues. It needs to be rectified prior to shutting down the operation for the season. The temporary panel remains in place as the one specified in the bid has not come in.
  - Tennis Courts – The resurfacing of the Commissioners Tennis Court is completed. Painting and minor warranty repairs were also made at the Pickleball courts.
  - Piers – FPD now has 2 new safe piers completed.
  - Bond Money – Almost the whole amount has been spent. An updated report of the spending and capital projects will be forthcoming.
  - Gina is looking forward to the educational opportunities at the NRPA Conference.
  - The Village is applying for a grant to build a bike path by Pfeiffer Road. Gina will reach out to them to get the details.
  - The FPD Regular Board Meeting will be rescheduled to October 18<sup>th</sup>.
  - The FPD Committee Meeting will be held on October 25<sup>th</sup>.
10. COMMITTEE REPORTS
  - A. Special Recreation – Gina sent a link of the LWSRA Board packet.
    - The Regular Board Meeting was rescheduled to September 27<sup>th</sup> due to the conference.
    - Nothing has been decided on Crete joining LWSRA.
  - B. Building and Grounds Report
    - The low water level by the Lakeview pier was discussed.
    - Commissioners Park asphalt projects are wrapping up. The dog park lot is

scheduled to be done September 17<sup>th</sup>.

- The staff has been working to prepare the Puent building for the new school season.
- Staff has been cleaning and storing items that they can while the equipment is still operating. A storage area is being prepared.
- Maintenance Dept. is working on the fall activities.
- Only mowing is being done at the Borg Warner field. No further information on the status of the building sale has been received. Gina will reach out to her contacts again.
- Ford accepted the order for the new truck. The projection for delivery is 9 weeks. Discussion was held.

C. Recreation Report

- Stacy said that the Splash Pad was closed September 2<sup>nd</sup>. Stacy will provide the financials soon.
- The Back To School Bash was held on August 19<sup>th</sup>. Great weather and good turnout.
- Commissioners and Staff participated in the Fall Fest Parade. The 60's theme was a success, "Creating Fun Since '67".
- The Fire Starter Soccer League is underway and will be completed on October 8<sup>th</sup>.
- The Men's Summer Softball League concluded on Tuesday August 30.
- The Puent Building is ready for the Preschool sessions to start. parent orientations were held on September 6 & 7.
- The Family Camp Fire event has 75 families registered. Twenty-two are registered for the Camp Out. The events take place on September 16 & 17.
- The Mother/Son Dance will be held on September 23<sup>rd</sup> and is at capacity.
- Commissioner Ruvoli asked Stacy if she could look for additional accessories for the splash pad while at the conference.

D. Public Relations – Debs report was included in the Board's packets. She is working on flyers.

Julie is working on sponsorships for the Pours for the Park, October 22<sup>nd</sup>.

E. Planning Report – Discussion will be held in Executive Session. There will be 2 mailings, an email campaign through Constant Contact and 2 Town Halls. Gina has been working with media consultant and the suggested name is Park Preservation. Park Operations, Working Capital and Future Capital will be the themes.

11. ATTORNEYS REPORT – None

12. UNFINISHED BUSINESS – None

13. COMMISSIONER COMMENTS/ANNOUNCEMENTS –

- Commissioner Ruvoli asked how the Active Shooter presentation went. Stacy said the officer did an assessment of the Puent Building. Suggestions were made to update the locks on the doors and use Walkie Talkies. He also noted that Operation Playground will meet on September 28<sup>th</sup> when Pours for Parks will be discussed. He noted that the pier looks great. Commissioner Ruvoli reported on his attendance with the Library focus group. Discussion was held.
- Commissioner McCarey said he will be a guest bartender on October 16<sup>th</sup> at CD&Me for a charity event. He invited all to attend.

14. EXECUTIVE SESSION for the purpose of discussing: ***President Barz asked for a motion to go into Executive Session for the purpose of discussing the purchase or lease of real estate 5 ILCS 120/(2)(5); Personnel ILCS 120/2(c)(1); imminent or pending litigation 5 ILCS 120/2(2)(c)(1); and finances. Commissioner McCarey so moved and Commissioner Ruvoli seconded it. Hearing no objections all present voted Aye. Motion passed by a voice vote at 7:10 p.m.***

15. OPEN SESSION – With nothing further to discuss, ***President Barz asked for a motion to end the Executive Session, return to the Regular Meeting. Commissioner McCarey so moved and Commissioner Ruvoli seconded the motion. Motion passed by a voice vote at 7:25 p.m.***
  
16. ADJOURNMENT — ***President Barz asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of September 13, 2022 at 7:30 p.m. Commissioner McCarey so moved and Commissioner Ruvoli seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote.***

Respectfully submitted,

Mary T. Strand  
Board Minutes Secretary