

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS REGULAR
MEETING TUESDAY MARCH 14, 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 Barz
 Commissioner Ruvoli
 Commissioner McCarey
 Commissioner Gentry
 Commissioner Ponton

ABSENT None

ALSO PRESENT Gina Hassett, Executive Director; Stacy Proper, Supt. Recreation; Edward Newton, Supt. Building & Grounds; Lisa Slattery, Business Manager; and DeBella Recreation Supervisor/Special Events.

GUESTS: Jeannie Markionni, Paul & Karen Zakula, Doug & Teresa Dornan, Belinda Olszewski, Stacey Jennings, Carol Ali

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 Regular Board Meeting Minutes of February 14, 2023**
- B. Approval of the Committee Meeting Minutes of February 28, 2023**

Commissioner McCarey made a motion to approve the Regular Board Meeting Minutes of February 14, 2023 and Committee Meeting Minutes of February 28, 2023 as presented. Commissioner Gentry seconded the motion. A roll call vote was taken.

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

Motion approved

6. Finance Report- APPROVAL OF BILLS (financial reports attached) – President Barz asked for a motion to approve the February 28, 2023 Accounts Payable and Payroll in the amount of \$314,525.17 which includes travel and Lodging expenses. In Lisa's absence, Gina highlighted some of the larger payments.

Commissioner Ruvoli made a motion to approve the January 31, 2023 Accounts Payables and Payroll in the amount of \$314,525.17 as presented 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

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE – Belinda Olszewski expressed her concerns regarding the Five Oaks park parcel that was recently deeded to FPD. She said that she would like to keep it in the same location and make it usable for the subdivision that has mostly senior citizens as residents. President Barz noted that nothing has been decided on how it will be developed. Executive Director Hassett described the process for a new park and noted that there is not an allocation for the development of the parcel in this year’s budget or next year’s proposed budget. Another resident, Vince, asked what the process would be if the HOA wanted to ask FPD to swap the current parcel for another in the subdivision. Gina told him that anyone interested in doing that should contact her. Jennie Markionni said she has waited a long time for the park to be developed and wanted to know where the money that was allocated for the park is. Gina said she isn’t aware that money was collected by the Village from the developer. She will look into it. Belinda wanted to know if the park will be groomed. Gina replied that the maintenance department will remove some growth and mow it when the weather allows. President Barz thanked the residents for their comments and said it was nice to see concerned citizens attend a Board Meeting.
8. PRESIDENT’S REPORT
 - President Barz asked the Board members to let Gina know if they will be attending the Legislative Conference on May 2-3.
 - He mentioned that staff will discuss the problems in the gym and Borg Warner later in the meeting.
 - He noted that there are great programs in the last month and upcoming ones.
9. EXECUTIVE DIRECTOR REPORT
 - Fireworks Contract - The Village has signed the agreement for the Fireworks contract, and it will now go to the other organizations for their signatures.
 - Windy Hill OSLAD Grant – Design Perspectives sent out an RFP for the design for the playground equipment. Gina received one and one is on the way. Once a design is decided on it must go back to the grant committee to make sure it is withing their expectations.
 - Splash Pad DCEO – Staff received notice that the \$350,000 reimbursement for the Splash Pad project has been approved. It can take up to 5 weeks to receive the funds. Staff will submit to close the grant upon receipt of the funds.
 - FY23/24 Budget – Staff is working on the budget and evaluating and prioritizing capital projects.
 - Personnel – An injured employee is out on short term disability. David Cook has joined the Maintenance Department and is working at the Founders Center.
 - Gina has already booked hotels for the commissioners who have indicated they will attend the Legislative Conference.
 - Gym - The Board’s packets included a memo outlining the timeline for the Founder Center Gym truss problems to keep all informed. Staff is waiting for word back from the insurance company and engineer. Actual and estimated costs were included. Discussion was held. Commissioners complimented the staff on the good job they are doing in relocating programs and making adjustments.

10. COMMITTEE REPORTS

A. Special Recreation – Gina sent a link of the LWSRA Board packet in the commissioners' information packets.

B. Building and Grounds Report

- Two of the employee vacancies have been filled and training is ongoing.
- Maintenance department is preparing for the spring activities.
- No additional information has been received on the purchase of a truck. Gina and Ed will continue to look into a purchase in another way. Discussion was held.
- At Borg Warner, the bleachers, benches, signage, bases and boxes have all been removed. Some of the equipment were moved to other dugouts and some in FPD buildings.

C. Recreation Report – Stacey Proper

- Stacy reported that the Summer Brochure will go to the printer the first week of April.
- Youth basketball for 1st through 4th grades is finished. Surveys have gone out and 40 have been returned with positive comments. Negatives continue to be inconsistent refereeing. The 5th & 6th grade divisions will be ending March 18th.
- Spring Soccer will begin practice March 28th. There are 178 children enrolled and games will start on April 8th.
- Preschool is going well and will end the second week of May.
- Staff is getting ready for day camp and summer programs.
- Julie is doing a great job getting sponsorships. She got 2 for the Donuts with the Bunny. She is working on the Short Run on a Long Day, Parties in the Park, and back to school bash.
- Phillips Chevrolet has committed to sponsor the Youth Athletics Basketball and Fall Soccer League.

Cali DeBella

- The Senior Valentines Luncheon was very successful. It included food, dessert and entertainment. It was attended by 80 participants. Also a Lunch Buddy program has been established.
- Puzzlemania was held with 18 teams participating. Team Ruvoli won in 55 minutes. Commissioner Ruvoli said it was a fun event and staff did an excellent job.
- The Spring Craft & Vendor Show on March 4th was moved to the Founders Center from the gym. Refunds had to be sent to 30 vendors that could not be accommodated. It was held with 29 vendors. Gina said Cali was very flexible and did a great job rearranging the event.
- She is working with Julie to finalize summer events.
- Movies on the Green are being planned and Cali is working with the Village and the Chamber to get dates.

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

E. Planning Report – None

11. ATTORNEYS REPORT – None

12. UNFINISHED BUSINESS –

13. COMMISSIONER COMMENTS/ANNOUNCEMENTS –

- Commissioner Ponton said great job to the staff. He thanked them for being flexible and having to shift gears quickly. It is appreciated.
- Commissioner McCarey said thank you to the staff for being flexible while dealing with the gym problems and rescheduling and relocating programs. If the Board can help he asked the staff to let them know.
- Commissioner Gentry asked if everyone would agree to start the Board and Committee Meetings at 7 p.m. Discussion was held and all agreed it is okay.

- Commissioner Ruvoli thanked the staff for the puzzle event, his girls really enjoyed it. He congratulated staff on the craft fair. The turnout was pretty good. He donated blood that day. He told Gina, Stacy & Beth for all their efforts to coordinate attendance at the Legislative Breakfast. He noted that Beth was recognized by Senator Hastings for doing a good job. He thanked Julie for getting all the sponsorships especially in this tough economy. He thanked Gina for all her efforts to keep Board informed on the gym problems. He is looking forward to monitoring the reaction by the public when she puts something out regarding the costs and scope of the work. He thanked Stacy & Beth for rescheduling & relocating the programs.
 - President Barz said don't forget to vote. Also, election of Board president, vice president, secretary and treasurer will be held in May. The attorney will be sending out the evaluation information for the Executive Director.
14. EXECUTIVE SESSION – **President Barz asked for a motion to enter 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 Gentry so moved and Commissioner McCarey seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote at 7:21 p.m.**
15. OPEN SESSION – With nothing further to discuss, President Barz asked for a motion to end the Session return to the Open Session of the Regular Meeting. **Commissioner Gentry so moved and Commissioner McCarey seconded the motion. Motion passed by a voice vote at 7:46 p.m.**
16. ADJOURNMENT — President Barz asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of March 14, 2023 at 7:47 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