

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS REGULAR
MEETING TUESDAY JUNE 13, 2023
140 OAK STREET, FRANKFORT, IL 60423

MINUTES

1. CALL TO ORDER

President McCarey called the meeting to order at 6:30 p.m.

2. ROLL CALL

PRESENT Commissioner Barz
Commissioner Ruvoli
Commissioner McCarey
Commissioner Ponton
ABSENT Commissioner Gentry

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: Belinda & Jessica Olszewski

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 May 9, 2023

Commissioner Barz made a motion to approve the Regular Board Meeting Minutes of May 9, 2023, as presented. Commissioner Ponton seconded the motion. A roll call vote was taken.

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

Nay: (0)

Abstain: (0)

Absent: (1) Commissioner Gentry

Motion approved

6. Finance Report- APPROVAL OF BILLS (financial reports attached) – President Barz asked for a motion to approve the May 31, 2023 Accounts Payable and Payroll in the amount of \$572,410.86 which includes travel and Lodging expenses. Lisa provided a detailed memo highlighting the major items. She told the Board that the large amount include some of the Capital expenses for Lincoln Meadows Park and the Splash Pad.

Commissioner Barz made a motion to approve the May 31, 2023 Accounts Payables and Payroll in the amount of \$572,410.86 as presented and Commissioner Ponton seconded the motion. A roll call vote was taken.

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

Nay: (0)

Abstain: (0)

Absent: (1) Gentry

Motion approved

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE – Mrs. Olszewski complimented and thanked Stacy for the 60423 Village Party. She also thanked the maintenance worker who worked with the residents of the FPD owned park property in the Five Oaks subdivision. She said he was great to work with and the property is much improved.

8. PRESIDENT'S REPORT

- President McCarey thanked everyone for the activities of the last month. He thanked Stacy and the staff for the 60423 Village Party.
- He told Mary Strand that the Board and staff were thinking of her and her husband during his recent illness.
- His concern when walking into the Founders Center was thinking of the condition of the building and encouraging the Board to think out of the box and prepare for the worst.

9. EXECUTIVE DIRECTOR REPORT

- A. Approval of Purchase of Playground Equipment for Windy Hill OSLAD Project – Proposed plans were presented to the area residents of the park and feedback was solicited. A few suggestions were worked into the plans and they were submitted to the OSLAD Review Board. Proposals for equipment were solicited and the equipment selected is from Little Tykes and is through a joint purchasing agreement. The Park District will purchase directly to save on markup from the contractors. The equipment has lead time of 6 months. Staff recommends approving the purchase of Little Tikes playground equipment for Windy Hill Park from PlayPower LT Farmington in the amount of \$73,344.16. The project will begin in Spring of 2024.

Commissioner Ruvoli made a motion to approve the purchase of Little Tykes playground equipment for Windy Hill Park in the amount of \$73,344.16 from PlayPower LT Farmington and Commissioner Barz seconded the motion. A roll call vote was taken.

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

Nay: (0)

Abstain: (0)

Absent: (1) Gentry,

Motion approved

- B. Approval of Nicor Utility Easements Improvements, Commissioners Park - Nicor gas needs to install updated gas mains in the area by Commissioner Park. They need easement access in the right of way and are requesting easements access rights for the property for installation and service. This easement affected is along 80th Ave along Commissioner's Park. There are three identified parcels, which require Nicor requesting three separate easement agreements, one for each individual parcel. No discounts for granting the easements are offered by Nicor. The easements do not impact park activities. Discussion was held.

Commissioner Barz made a motion to approve the three easement agreements with Nicor for the three Commissioner Park Parcels and Commissioner Ponton seconded the motion. A roll call vote was taken.

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

Nay: (0)

Abstain: (0)

Absent: (1) Gentry,

Motion approved

- C. Approval of Resolution 6-23 Continuation of Additional Contribution for Capital Projects LWSRA Facility. Gina gave an overview of the resolution and previous discussions. Commissioner Ruvoli went on record to say that he believes that this approval is a good thing to help promote the success of LWSRA and the LWSRC. President McCarey feels that approval of the additional ¼ cent is a protection of the investment that FPD and the other participating Districts made when they established the building of the facility. Gina will update the Board when the monies are earmarked for a particular capital project. Discussion was held.

Commissioner Barz made a motion to approve the updated intergovernmental agreement between Lincolnway Special Recreation Association and member agencies for the continuation of the additional ¼ cent of the members handicap tax levy for capital projects for a period of five years and Commissioner Ruvoli seconded the motion. A roll call vote was taken.

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

Nay: (0)

Abstain: (0)

Absent: (1) Gentry

Motion approved

- Gina informed the Board that the Founders Center, Tax Objection and Five Oaks will be discussed at the Committee Meeting immediately following this Board Meeting.
- Windy Hill OSLAD Grant – The playground site plan has been approved. Proposals for the construction will be going out soon.
- Founders Center – Staff is not moving forward with the roof repairs and parking lot improvements until the cost of repairing the roof trusses is determined.
- Staff Training - On May 23, the Park District held our annual All-Staff training was held. Topics covered included the annual required harassment and mandated reporter training. Other topics covered were active shooter, and PDRMA Core 6.
- Summer Events – Gina thanked Mrs. Olszewski for her kind remarks. She also reiterated that Stacy, Cali and staff did a great job at the 60423 Village Party. The recent Party in the Park at Timber's Edge was well attended, and all had a great time.
- She told the Board that the race shirts are available, and volunteers are needed

10. COMMITTEE REPORTS

- A. Special Recreation – Gina sent a link of the LWSRA Board packet in the commissioners' information packets. Gina told the Board that Summer Camp is underway and she knows the LWSRA Board and the Executive Director will be pleased that FPD passed the Resolution 6-23.
- B. Building and Grounds Report
- Ed told the Board that there was a robust pool of seasonal applicants, and some are on board now. They have been trained and are working with full-time staff.
 - Maintenance department is working with the Rec Dept. to set up and tear down for events.
 - The Splash Pad is being monitored.
 - Some of the memorial benches are being delayed for supply chain issues. The truck order is still on hold.
 - Vandalism at Several parks have been reported to the Police Department.
 - There are not any reoccurrence of beaver problems.
- C. Recreation Report – Stacey Proper
- Stacy reported that the Summer programming is in full swing. Day Camp started this week.

- The Recreation Department participated in the Village's 60423 Day. Stacy thanked all for their positive comments.
- There was a huge crowd at the Timbers Edge Park Party on June 12.
- Staff is getting ready for the Short Run on a Long Day on June 21. Volunteers are needed.
- Men's Softball League has started with 7 teams and will conclude on August 15. The fall league will begin August 23.
- The Splash Pad opened May 27th with a few issues. Blue Bunny is providing ice cream at the concession stand. Annual passes are not offered.
- Julie is working on getting sponsors for all events. She attends the events and makes sure that the sponsors are satisfied.

(Jessica and Mrs. Olszewski left the meeting at 7:10 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 –

13. COMMISSIONER COMMENTS/ANNOUNCEMENTS –

- Commissioner Barz congratulated the staff for the great job at the summer events. Lisa is putting together the financials. He expressed his kind thoughts to Mary during her husband's recuperation. He was unable to attend the 60423 Party and Timbers Edge Party in the Park. He inquired about the floor being replaced for the dance group.
- Commissioner Ponton said it was great to hear positive remarks from residents. Gina said that a resident across from the Five Oaks Park property called to compliment Dave in the Maintenance Dept. for all his work in the cleanup efforts.
- Commissioner Ruvoli asked how the maintenance day at Fort Frankfort went. The volunteers were excellent and worked very hard. Sealing the black top was not done and is on hold. There is no meeting planned yet for Operation Playground. He congratulated Stacy, Cali and Julie for their success at the Party in the Park last evening. He thanked all for 60423 Day. The Splash Day opening day was a success, and the workers seem like they like what they are doing. He talked to Cali and said he would be at the Short Run. He thanked the staff for all their hard work.

17. ADJOURNMENT — President McCarey asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of June 13, 2023 at 7:21 p.m. ***Commissioner Barz 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