

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS REGULAR
MEETING TUESDAY JULY 11, 2023
140 OAK STREET, FRANKFORT, IL 60423

MINUTES

1. CALL TO ORDER

President McCarey called the meeting to order at 6:36 p.m.

2. ROLL CALL

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

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

GUESTS:

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.

No Motion at this Time

6. Finance Report- APPROVAL OF BILLS (financial reports attached) – President McCarey asked for a motion to approve the June 30, 2023 Accounts Payable and Payroll in the amount of \$282,861.73 which includes travel and Lodging expenses. Lisa provided a detailed memo highlighting the major items. She told the Board that she received 3 tax payments and portioned them out to the appropriate accounts. Commissioner Ruvoli noted that each month the expenses are increasing. Lisa will do a comparison to show the percentage increase over last year. Discussion was held. Comments were made on the accrual process at year end and mulch purchases.

Commissioner Ruvoli made a motion to approve the June 30, 2023 Accounts Payables and Payroll in the amount of \$282,861.73 as presented and Commissioner McCarey seconded the motion. A roll call vote was taken.

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

Nay: (0)

Abstain: (0)

Absent: (1) Ponton

Motion approved

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE – None

8. PRESIDENT'S REPORT

- President McCarey said he was unable to attend the 4th of July festivities but heard they were very good. Likewise the Parties in the Park and Short Run were successful. He wanted to let staff know that the Board is behind all the employees and notice that they are working very hard. He stated that the Board appreciates everything they do and to please pass it on to them
- He also noted that the vandalism in many of the parks is getting out of hand. There is video of one of the incidents, but the perpetrators can not be identified. Gina commented that some bathrooms are now being locked electronically, but to install those locks costs about \$3,500 per lock and someone can just prop them open with a rock to defeat the purpose. Discussion was held.

9. EXECUTIVE DIRECTOR REPORT

- A. Approval of Repairs to the Founders Gym Trusses. – Gina summarized her memo for the commissioners. There will be a meeting next week with PDRMA to appeal their denial of an insurance claim for the wooden trusses in the gym. The attorney is helping to prepare the witnesses. There will be an engineer to present documents saying there is not rot and the crack appears to be recent. Weather reports and photos showing the snow accumulation establishing the truss failure will be presented. The question is should the Board authorize the repairs if the insurance claim is denied again. The cost is \$175,000. This does not include repairing the ceiling, bleachers tuck pointing or residual repairs. Bathrooms also need repairs. Discussion of using other gyms and of the funds available was held. Permits must be sought through the Village of Frankfort. President McCary asked for a motion.

Commissioner Gentry made a motion to approve the contract with Soltus Construction for \$174,160 to repair the wood trusses in the gym and Commissioner Barz seconded. A roll call vote was taken.

Aye: (3) McCarey, Gentry, Barz

Nay: (1) Ruvoli

Abstain: (0)

Absent: (1) Ponton

Motion failed – 2/3 of Board approval needed for emergency expenditure

- B. Approval of Fitness Equipment for Windy Hill OSLAD Project. – Gina noted that each commissioner had an updated quote for the fitness equipment at Windy Hill Park and that it was part of a joint purchasing agreement. The project is part of an OSLAD Grant. Discussion was held. President McCarey asked for a motion.

Commissioner Barz made a motion to approve the purchase of the fitness equipment not to exceed \$18,530. Commissioner Gentry seconded the motion. A roll call vote was taken.

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

Nay: (0)

Abstain: (0)

Absent: (1) Ponton

Motion approved

- Gina commented on the success of the Short Run on a Long Day and said it looked easy to hold the event but it was due to the sponsorships contracted by Julie, the preplanning by Cali, the front desk tabulating entries, Ed's maintenance staff setting up the course and Stacy coordinating. All of the Employees are to be commended.
- She also told the commissioners that the 4th of July festivities were great. She attended the Village Board meeting to thank them for their contribution and their staff's services. It was a joyful event. The finale was not what it should have been. The previous owner said he will look into it.
- Stacey ran some kids activities at the Villages Blue Grass event.

- Jim Moustis stepped down as the Frankfort Township Supervisor and Nick George is the new one. Gina will reach out to him.
- Gina reminded the commissioners that they need to confirm if they are going to the NRPA Convention in Dallas.
- Five Oaks will be discussed at Executive Meeting.

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

- Special Events have been taking up a lot of the maintenance department's time. Staff is still managing to keep up with other jobs.
- The new hire and the seasonal staff have been great this year. The seasonal staff will be leaving for college in mid-August. Ed does invite some to help out when they are home on breaks.
- The Ford F150 that FPD is trying to purchase will no longer be available with running boards and a V8 engine. It is still needed and staff will keep working to get one. The larger truck that is needed still has not been available.

C. Recreation Report – Stacey Proper

- Stacy reported that the summer is flying by and staff are keeping busy with all of the programming and events.
- She said that there have been 2 successful park parties. The next one is at Indian Boundary. Julie has gotten sponsors for these.
- The Short Run on a Long Day was very successful. The weather was perfect and there were a lot of same day registrations. There were 426 participants versus 344 in 2022. She thanked the maintenance crew, the office workers, volunteers and Cali & Julie for all of their hard work. Discussion of buying a timing system was held.
- Splash Park has been busy. It will close at the end of August.
- Day Camp is going well. It is extended an extra two weeks because the one Frankfort School does not go back until after Labor Day.
- Senior Picnic is coming up and it is free because Julie got several sponsors.
- Back to School Bash is the next event and Julie is working on getting sponsors for it, she is doing a great job.

a. Community Outreach -

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

B. Planning Report – None

11. ATTORNEYS REPORT – None

12. UNFINISHED BUSINESS –

13. COMMISSIONER COMMENTS/ANNOUNCEMENTS – None

14. EXECUTIVE SESSION – **President McCarey 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 Barz seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote at 7:53 p.m.**

15. OPEN SESSION – With nothing further to discuss, President McCarey asked for a motion to end the Session return to the Open Session of the Regular Meeting. **Commissioner Gentry so moved and Commissioner Ruvoli seconded the motion. Motion passed by a voice vote at 8:21 p.m.**

16. ADJOURNMENT — President McCarey asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of July 11, 2023 at 8:22 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