

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS SPECIAL
MEETING TUESDAY APRIL 9, 2024
140 OAK STREET, FRANKFORT, IL 60423

MINUTES

1. CALL TO ORDER

President McCarey called the meeting to order at 7:00 p.m.

2. ROLL CALL

PRESENT Commissioner Barz
 Commissioner Ruvoli
 Commissioner Ponton
 Commissioner McCarey
 Commissioner Gentry
ABSENT None

ALSO PRESENT Gina Hassett, Executive Director; Stacy Proper, Supt. Recreation; Regina Ross-Ellison, Business Manager; Beth Nagel, Recreation Supervisor/Athletics; 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.

A. Approval of the Regular Board Meeting Minutes of March 12, 2024

Commissioner Gentry made a motion to approve the Consent Agenda as presented. Commissioner Ruvoli seconded the motion. A roll call vote was taken.

Aye: (5) Commissioners Ponton, Barz, Ruvoli, Gentry, McCarey

Nay: (0)

Abstain: (0)

Absent: (0)

Motion approved

6. Finance Report- APPROVAL OF BILLS (financial reports attached) – President McCarey asked for a motion to approve the March 31, 2024, Accounts Payable and Payroll in the amount of \$297,608.81 which includes travel and Lodging expenses. Regina gave an overview of the list of bills and highlighted several of the larger payments. Georges Landscaping, Inc payment was the first one. LWSRA payment is the 3rd and Gina will look into if there is one more. Commissioner Ruvoli asked if the upgrades were being done on the computer systems. They will be done in the new budget year. Gina has accounted for a new server and a new firewall in the 24/25 fiscal year budget. Discussion was held on improvements to the internet access.

Commissioner Ponton made a motion to approve the March 12, 2024, Accounts Payables and Payroll in the amount of \$297,608.81 as presented and Commissioner Gentry seconded the motion. A roll call vote was taken.

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

Motion approved

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE – None

8. PRESIDENT'S REPORT

- President McCarey expressed condolences to Commissioner Ruvoli on the passing of his father.
- He was shocked to see how many refunds were made for Prairie Care. Stacey explained that there needs to be 10 participants to offer the program.
- He is looking forward to Spring and new trees. Discussion was held.

9. EXECUTIVE DIRECTOR REPORT.

A. Approval of Certificates of Deposit agreements - Staff worked with the Dan Regain, President of Town Center Bank to update the CD agreements. Attached are updated agreements. The rates are impacted by the term and whether it is a rollover or a new CD account. Town Center is extending the Park District the rates as if this was a new investment and have agreed to offer both for the same percent.

- \$890,169.90 for 9 months at 4.5%
- \$1,110,399.04 for 13 months at 4.5%

President McCarey asked for a motion to approve the certificate of deposits with Town Center Bank for the terms outlined. Discussion was held.

Commissioner Barz made a motion to approve the certificate of deposits with Town Center bank at the 4.5% rate for the terms outlined.. Commissioner Ponton seconded the motion. A roll call vote was taken.

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

Motion approved

- Fort Frankfort – Staff is waiting for the first draft from Leather & Associates.
- Community Center Plans – On April 10th Williams Architects will host focus group meetings with a variety of community stakeholder groups to gather feedback on an indoor recreational space. Discussion was held.
- IMRF – The pension changed their reporting process recently. They are working through reporting issues which has prevented the District from being able to submit payment for two months of required wages. Regina is following up on it.
- Parks Day – Illinois Assoc of Park Districts will host Parks Day at the Capitol and a legislative conference on May 7th & 8th in Springfield. Commissioners Barz and McCarey and Stacy and Gina will attend.
- Operation Playground Foundation – The annual spring maintenance day will be held on April 27th. The focus of the work will be on the Bark Park.
- Active Net – Invoices were missed during the transition of staff leaving. So April and May will see payments that are typically made on a quarterly basis.

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 – Ed’s report was included in the Board’s packets.
- In Ed’s absence, Gina noted with the mild winter some of the spring projects are ahead of schedule. The maintenance staff has done a great job trimming trees and shrubs. Tyler does outstanding work.
 - Mowing has not started due to wet conditions.
 - There is a new roof leak by the men’s bathroom in the Founders Center.
- C. Recreation Report – Stacey Proper
- The Summer Brochure – It is online and hard copy will be sent out April 17th with registration beginning April 23 for residents and April 30th for non-residents.
 - Lunch Buddies – Bunny Bash
 - Easter – On March 15th the Park District staff hosted twenty-six seniors at the monthly Lunch Buddies. On March 23rd Donuts with Bunny event was held at the Founders Center and the Super Dog Egg Hunt was held at the Bark Park.
 - Day Camp – All sessions are full. A meeting was held with the Superintendent of District 157C to assess facility space at Grand Prairie for possible expansion. A wait list has been established.
 - Youth Basketball League – Beth reported that the league ended on March 9th for the 1st -4th grade division and 7th & 8th grade division. The 5th & 6th grade division ended on March 16th. She noted that end of season parties were held with giveaways. Lou Malnoti’s has been very generous with donations..
 - Fire Starters Spring Soccer league – Beth noted that practice began the first week of April. There have been 2 new teams added this year. There are over 200 participants. The first games are scheduled for April 13th. The saturated fields are presenting challenges. More coaches are needed.
 - Splash Park – Beth is looking to hire summer staff for the Splash Park.
 - a. Community Outreach – None
- D. Public Relations – Debs report was included in the Board’s packets.
- E. Planning Report – None

11. UNFINISHED BUSINESS –

- Commissioner Barz requested that the pergola in front of the Founders Center be stained.

12. 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 7:29 p.m.**

13. OPEN SESSION - With nothing further to discuss, President McCarey asked for a motion to end the Executive Session and return to the Open Session of the Committee Meeting. **Commissioner Barz so moved, and Commissioner Gentry seconded the motion. Motion passed by a voice vote at 7:40 p.m.**

14. COMMISSIONERS COMMENTS

Commissioner Barz noted that he emailed a copy of a Frankfort Square survey to use as a comparison. He shared condolences to Commissioner Ruvoli.

Commissioner Ruvoli asked how the disbursement of the solar eclipse glasses was handled. Gina said all were picked up. He asked if the budget had consideration for updating the Frisbee Golf Course and Gina replied no but maybe in the future. He asked for the date that the Splash Pad will open and Gina said probably the weekend after Memorial Day. He asked what the date of registration was for the National Conference. Gina will let him know. He thanked Julie for all the work she has been doing to get sponsors and the write-ups on them that she & Deb do on social media. It is encouraging to see the partnerships with the community. He commended Stacy, Cali and staff for all the Bunny events. He is encouraged to participate in the earth day events and happy to see the Kids Garage Sale too. He thanked everyone for the plant that was sent from the District to his dad’s wake and funeral.

15. ADJOURNMENT — President McCarey asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of March 12, 2024 at 7:50 p.m.

Commissioner Barz so moved, and Commissioner Gentry seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote.

Respectfully submitted,

Mary T. Strand
Board Minutes Secretary