

*Lockport Township Park District
Park Board Minutes
August 26, 2024*

Regular meeting of the Board of Commissioners of the Lockport Township Park District was held on Monday, August 26, 2024 at 7:00 p.m. at Dellwood Park Community Center, 1811 Lawrence Avenue, Lockport, IL 60441 followed by the Pledge of Allegiance.

Upon calling roll, the following Commissioners were present:

Jeff Rigoni
Don Bauer
Max Woods
Paul Nobis

Also, present were:

Bill Riordan, Executive Director
Nathan Krusinski, Business Manager
Ken Tondini, Director of Park Services
Pete Hall, Director of Facilities, Projects & Planning
John Waxweiler, Director of Public Safety
Ben Ragle, Challenge Fitness Facility Manager
Gina Madden, Attorney
Lisa Bruni, Board Recording Secretary
Steve Lunde, Director of Golf Course Operations

Public Hearing

- A Notice of Public Hearing concerning the Intent of the Board of Commissioners of the Lockport Township Park District to sell \$3,800,000 General Obligation Limited Tax Park Bonds was published in the Herald News on August 3, 2024.
- The purpose of the Public Hearing is to receive comments on the proposal to sell \$3,800,000 General Obligation Limited Tax Park Bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, and that all persons desiring to be heard would have an opportunity to present written and oral testimony with respect thereto.
- The reason for issuing bonds is for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting the same and the existing land and facilities of the District and for the payment of the expense's incident thereto.

Whereupon President Jeff Rigoni asked for additional comments from the Park Commissioners, with no comments made
No written testimony concerning the proposed issuance of the bonds was received

Whereupon President Jeff Rigoni asked for oral testimony or any public comments concerning the proposed issuance of the bonds, with no comments made

President Jeff Rigoni then announced that all persons desiring to be heard had been giving an opportunity to present oral and written testimony with respect to the proposed issuance of the Bonds.

Motion made by Commissioner Don Bauer, second by Commissioner Paul Nobis that the hearing be adjourned at 7:01 p.m.

Roll call results were as follows:

Ayes: Jeff Rigoni, Donald Bauer, Max Woods, Paul Nobis

Nays: None

The Motion Was Duly Carried

Consent Agenda

Motion made by Commissioner Max Woods, second by Commissioner Paul Nobis to approve consent agenda for the following:

- Minutes of July 22, 2024
- Bills & Payrolls

Roll call results were as follows:

Ayes: Jeff Rigoni, Donald Bauer, Max Woods, Paul Nobis

Nays: None

The Motion Was Duly Carried

Disbursement checks issued and recorded in the accounts payable journal for July 2024 for the following funds:

General Fund	287,000.55
Museum Fund	696.11
Police Fund	53,042.18
Liability Fund	1,385.00

Recreation Fund	263,065.42
Chaney Pool Fund	17,029.62
Heritage Falls Water Park Fund	10,403.84
Challenge Fitness	80,280.95
Prairie Bluff Public Golf Club	151,232.13
Construction	215,809.29
Grant	<u>389,706.64</u>
Total	\$1,469,651.73

Employee payrolls for the month of July 2024 for the following funds:

General Fund	74,870.75
Museum Fund	945.50
Police Fund	28,395.95
Pension Fund	43,909.35
Recreation Fund	163,426.70
Chaney Pool Fund	27,191.37
Heritage Falls Water Park Fund	29,353.83
Challenge Fitness	71,713.96
Prairie Bluff Public Golf Club	<u>145,271.13</u>
Total	\$585,078.54

Treasurer's Report

Motion made by Commissioner Don Bauer second by Commissioner Paul Nobis to approve the Treasurer's Report as follows:

- Fiscal Treasurer's Report July 2024
- Cash & Investment Report July 2024
- PPRT Analysis
- Prairie Bluff July 2024
- Round Analysis
- Challenge Fitness July 2024
- License Agreement Payments

Roll call results were as follows:

Ayes: Jeff Rigoni, Donald Bauer, Max Woods, Paul Nobis

Nays: None

The Motion Was Duly Carried

Correspondence

- Thank you letter from the Schaumburg Park Foundation, for the generous raffle prize donation for the Links Technology Cup fundraiser.
- Thank you letter from the Bartlett Parks Foundation, for the raffle donation for the 20th Annual Turbo Turtle Race.
- Thank you letter from Mandy's Foundation for the gift certificate, which supports their Annual Golf Outing.
- Thank you letter from an Adventure Camp parent thanking staff for being so wonderful and accepting of her son. She was very happy with the connections that he was able to make at camp this year.
- Thank you letter from a Hayride of Horror worker, who has been involved with the hayride for the last six years. He has met many friends and knows that would not have happened without the welcoming community of the hayride staff.

Report of Officers

- A. **Attorney's Report**
 - o None
- B. **Secretary's Report**
 - o None
- C. **President's Report**
 - o None

Director's Report

- Department head meetings
Continue to meet with Department Heads as we prepare for the 2025 Budget.
- Rotary weekly meetings
I attended various Rotary meetings.
- Safety meeting
We continue to hold safety meetings virtually.

- **Special events**
Attached are the special events through September 2024.
- **Military History Weekend**
Military History Weekend is Saturday September 7th and Sunday September 8th.
- **Summer Outings**
Attached is the latest outing list and who is attending. Note the Lockport Chamber outing is Monday 9/9/24 at 9:00 at Broken Arrow.
- **Summer concerts / car show**
Rain hampered the Friday concert and chased away a good early crowd. The cloudy weather did not stop over 700 cars from showing up to the car show on Sunday.
- **Staff appreciation**
Full-Time staff will be invited to attend the last Wing It Wednesday concert and enjoy some music and pizza.
- **Envision Fairmont**
The second Envision Fairmont community input meeting hosted by Will County at FCC was Saturday August 17th. Attached is a letter from Will County thanking us.
- **Challenge Fitness expansion update**
Pete stated that the roof is being installed so we can be weather tight soon, also finishing MEP trades and tying in the fire protection and power tomorrow. He added that the windows should be installed within the next month, which will make the building 100 percent tight. The rooftop unit should be installed in the next week or two and the gas meter has been replaced by Nicor. Pete added that work will start on the outdoor fitness area before the winter weather sets in.
- **Heritage Falls Water Park update**
Pete explained that the architect is working on the liner design and once finished will be submitted to the IDPH for a permit. Some preliminary designs are being worked on for the splash pad update and staff will be meeting with the contractor on the slide tower after the season close.
- **Police building update**
Facility is being used by staff with the final connection to our network to be completed in the near future. Pete added that there are a few loose ends that staff will finish up as they have time.
- **Dellwood Park bridges**
The engineers are finalizing the preliminary grading for the bridge crossings to demonstrate the impacts on the floodplain to obtain the desired "no impact flood study memorandum". Permit submittals are currently being wrapped up.
- **Crest Hill Memorial Park update**
The project is underway with a fall completion anticipated. Pete explained that the paths and parking have been demolished and then graded for the fitness and volleyball areas.
- **Highland Ridge update**
We have several playground layouts. We will bid this project over the winter with a spring 2025 installation. Pete added that once they complete the layout they will be looking at grading and will then receive the property pin from the County.
- **FCC update**
We are still waiting on ComEd to energize the new meter. Shortly after the HVAC unit will be working. All the ductwork has been installed and currently wrapping up all of the other grant projects that we have been working on. Bill added that the district received a \$60,000 grant from Will County and submitted for reimbursement to the State for \$50,000.
- **Sunset Park**
We met with the landscape architect and feel we are getting closer for the updated master plan for this park site. We will share with the Board after this is finalized. Pete stated that there were some minor changes to the concept plan and it is now being finalized.
- **Solar update**
Staff will continue to research possible solar options.
- **Other capital updates**
The range netting was installed on 8/21/24, the screening for the HVAC unit was finalized and will be installed in the next few weeks, Williams Architect has started the IDPH permit for the pool liners at HFWP and Challenge Fitness.

The refinishing of the slides at Chaney and Heritage as discussed at the capital meeting will be done this fall. Pete is also working on repairing and painting the slide structure at Heritage Falls prior to the 2025 season. Pete is finalizing cost for the Heritage Falls splash pad "facelift". Lastly, Pete stated that the City of Crest Hill has some concerns with the salt storage water runoff. Bill added that staff is currently getting a budget together which will address their concerns and they reconvene to see if we can see if we can get the storage up before winter.

- **2025 Consolidated Election**
Attached is the press release for the 2025 Consolidated Election. The first day to circulate petitions was August 20th.
- **NWCSRA meeting**
I will be attending the 8/28/24 Board meeting.
- **Park Services staffing**
Ken was able to offer 2 candidates a position pending the background and physical. After hired, we will bring before the Board for introductions at a future meeting.
- **Park / facility tour**
Staff is looking for dates from the Commissioners for our park / facility tour in preparation for the 2025 Budget. After a short discussion, it was decided to hold the tour on Wednesday, Sept. 11th at 9:00 a.m.
- **NRPA**
The National Conference is October 8th – October 10th.
- **IAPD Gala**
The IAPD Gala is Friday October 25th and President Rigoni will be attending.
- **IAPD Legal Symposium**
The IAPD Legal Symposium is Thursday November 7th. President Rigoni will be attending and Bill will make the virtual option available to staff who are interested in attending.
- **Paycom**
Nathan and I continue working with Paycom on the data conversion.
- **D91 – IGA**
Bill met with Superintendent Wilkey to update the IGA with D91(Milne-Kelvin Grove), he stated there were a couple of changes that were made and it is now back to D91 for their review.
- **Lago Vista meeting**
Staff continues to meet with the Lago Vista committee. We will look to pick out playground options soon.
- **Silo Bend community input meeting**
Staff hosted a community input meeting to shape the master plan for this park site. We will close off the survey and meet with the newly formed committee in September. Bill added that there was a good turnout of over 40 people and about 25 of those people are interested in joining a committee regarding the park site. He added that a manageable committee size would be about 7-9 residents. Bill stated that there are 4-5 key issues and that there are two HOA's that they will be working with. They plan to meet with the committee in September and then with the landscape architect over the winter to finalize the plans so that they can go to bid and start the installation in the spring.
- **Oak Valley subdivision**
Staff continues to work with a development east of Creekside on land contributions.
- **Crest Hill IGA**
The Crest Hill City Council approved the IGA as presented to them. This was the IGA approved at our June 24th Board meeting.
- **Crest Hill developments**
Staff continues to work with a developer for an aged targeted community in Crest Hill.

New Business:

Approve Furniture Purchase for Challenge Fitness

Attached is the proposal from Midwest Office Interiors for the Challenge Fitness expansion furniture purchase. This is the furniture for the community room, reception area, vestibule area and lobby viewing area. The pricing is through the Omnia Partners Public Sector Purchasing Cooperative contract number R191804. The furniture was budgeted in the "owner items". These items were not part of the bidding process as staff was able to coordinate this portion of the project saving the contractors "mark up" on the furniture.

Staff recommends approving the proposal from Midwest Office Interiors for the Challenge Fitness expansion through the Omnia Partners Public Sector Purchasing Cooperative contract number R191804 in the amount of \$46,292.00 including delivery and installation.

Motion made by Commissioner Paul Nobis, second by Commissioner Don Bauer to approve the proposal from Midwest Office Interiors for the Challenge Fitness expansion through the Omnia Partners Public Sector Purchasing Cooperative contract number R191804 in the amount of \$46,292.00 including delivery and installation.

Roll call results were as follows:

Ayes: Jeff Rigoni, Donald Bauer, Max Woods, Paul Nobis

Nays: None

The Motion Was Duly Carried

A. Review Will County EMA Facility Use Agreement

Will County EMA has reached out to the Park District asking if we would be open to having a facility use agreement in place for them to use our facilities in the event of a "major disaster". I have worked with Attorney Madden to make amendments to their standard agreement. I was very clear that our programs and any agreements that we have with local school districts take priority. We currently have an agreement with Taft School District and the Lockport Township High School to be an emergency shelter.

Staff is looking to discuss with the Board to see if the Board wants staff to move forward with entering into an agreement with Will County EMA. Are there any additional parameters that we want to the addendum? For example, we do not have any existing agreements with our local municipalities, but we may want to add in this addendum that local municipality requests for our facilities also take priority?

Staff is not looking for an approval of this agreement at the Board meeting, but wanted to start the discussion to make sure everyone is comfortable with this agreement before presenting this back to Will County EMA in the event we decide to enter into a facility use agreement with Will County EMA. Bill added that he will talk to the SSPRPA Director's group to see if any other districts have similar agreements. He stated that he will do some more research but thinks it is best to hold off for right now.

B. IGA with Plainfield Park District

In conversation with the Executive Director of the Plainfield Park District, we think there is a great opportunity to utilize landscape architectural services of Plainfield Park District to design some of our projects. Currently we use several landscape architects for the designing of our park sites. Plainfield Park District has 2 FT staff members as well as an internship program to handle these services for the District. The end goal for us is to save money for landscape architectural services without cutting quality, while the end goal for Plainfield Park District is to help fund their summer internship program. Both Directors agree this IGA will be beneficial to both Districts.

Attached is the IGA prepared by Attorney Madden. The Commissioners of the Plainfield Park District will see this IGA at their next Board Meeting. It is possible there will be some modifications to this IGA after getting feedback from the PPD Board.

Pete and I met with PPD's staff to understand the scope of services and look at what documents would be provided to us. We were very satisfied after this meeting and feel this could be a great partnership. If approved, we feel that Lago Vista Park renovation would be a great project to start with in 2025.

Staff is looking for authority from the Board for the Executive Director to approve and the Board President to sign the IGA with Plainfield Park District for landscape architectural services subject to attorney review.

Motion made by Commissioner Max Woods, second by Commissioner Paul Nobis to approve and the Board President to sign the IGA with Plainfield Park District for landscape architectural services subject to attorney review.

Roll call results were as follows:

Ayes: Jeff Rigoni, Donald Bauer, Max Woods, Paul Nobis

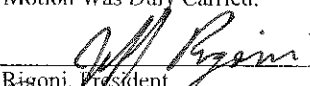
Nays: None

The Motion Was Duly Carried


There being no further business to come before the Board, a motion made by Commissioner Paul Nobis, second by Commissioner Max Woods to adjourn at 7:37 p.m.

All Commissioners Present Voted "AYE".

The Motion Was Duly Carried.



Jeff Rigoni, President



Max Woods, Secretary