

**Lockport Township Park District**  
**Park Board Minutes**  
**October 28, 2024**

Regular meeting of the Board of Commissioners of the Lockport Township Park District was held on Monday, October 28, 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  
Dave Herman, Director of Recreation  
Ken Tondini, Director of Park Services  
Pete Hall, Director of Facilities, Projects & Planning  
John Waxweiler, Director of Public Safety  
Steve Lunde, Director of Golf Course Operations  
Jeff Schenk, Sergeant Park Police  
Devon Moss, Park Police  
Gina Madden, Attorney  
Lisa Bruni, Board Recording Secretary  
Brett Knorr, Piper Sandler

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

- Minutes of September 23, 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 September 2024 for the following funds:

General Fund	359,176.66
Museum Fund	1,072.64
Police Fund	7,055.88
Liability	63,408.84
Recreation Fund	405,748.13
Chaney Pool Fund	18,375.86
Heritage Falls Water Park Fund	35,785.45
Challenge Fitness	41,362.74
Prairie Bluff Public Golf Club	99,968.37
Special Recreation Fund	7,000.00
Construction	145,680.54
Grant	<u>67,017.75</u>
Total	\$1,251,652.86

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

General Fund	74,975.10
Museum Fund	930.00
Police Fund	26,374.19
Pension Fund	36,797.77
Recreation Fund	152,753.14
Chaney Pool Fund	5,888.57
Heritage Falls Water Park Fund	4,675.48
Challenge Fitness	61,642.37
Prairie Bluff Public Golf Club	<u>128,101.71</u>
Total	\$492,138.33

**Treasurer's Report**

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

- Fiscal Treasurer's Report September 2024
- Cash & Investment Report September 2024

- PPRT Analysis
- Prairie Bluff September 2024
- Round Analysis
- Challenge Fitness September 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 Fire Chief, John O'Connor for assistance with their Open House.
- Thank you letter from Ryan Dobczyk, Deputy Chief of Operations for the Crest Hill Police Department, for use of the Park District facilities for their training in October.
- Thank you letter from resident Spencer Hopper to Park Police and Park Services for their incredibly fast response in removing graffiti from the shed by Meader House. He also thanks the District for the great job they do in keeping the facilities in good shape.
- Thank you letter from the Greater Joliet Area YMCA for the District's donation for their 2024 YMCA Mission Strong Golf Classic.

#### **Report of Officers**

##### **A. Attorney's Report**

###### ○ **Morris Park**

Attorney Madden stated that she has prepared a draft IGA for Morris Park.

##### **B. Secretary's Report**

###### ○ **None**

##### **C. President's Report**

- President Rigoni called for a Public Hearing for the 2024 Tax Levy to take place on Monday, November 25, 2024 at 7:00 p.m. in the conference room at the DPCC located at 1811 S. Lawrence Avenue, Lockport, IL 60441.

#### **Director's Report**

- **Department head meetings**  
Continue to meet with Department Heads as we prepare for the 2025 Budget.
- **Rotary weekly meetings**  
I helped with Rotary's annual coffin race.
- **Safety meeting**  
We continue to hold safety meetings virtually.
- **Special events**  
Attached are the special events through November 2024.
- **Haunted Hayride/Curse of the Bayou**  
The weather has been great as well as the turnout for the Haunted Hayride. The Haunted Hayride and Curse of the Bayou will operate on Friday, Saturday and Sunday the last 2 weekends of October with October 27th the last night.
- **Holiday Event**  
The end of year Holiday celebration is December 20<sup>th</sup> at Prairie Bluff.
- **Joint Tune Up Holiday Event**  
The Joint Tune-Up Holiday event is Friday December 6<sup>th</sup> at Cog Hill from Noon-2:30pm. Please let me know if you plan on attending.
- **Annual Board Training**  
The annual board training with Attorney Madden was completed before this meeting.
- **Brent Hassert Celebration of Life**  
Brent's celebration of life took place at Prairie Bluff. Brent helped many agencies in the area and it was evident with the number of people that attended the event.
- **Challenge Fitness expansion update**  
The inside is progressing quite well and we are finishing up outside to complete the asphalt work prior to the plants closing. Pete added that the siding should be installed around December 9<sup>th</sup> and that there is little more work inside to be done with the low voltage and the ducts and then the flooring will be installed.

- **Heritage Falls Water Park update**  
Pete stated that a leak was found in the splash pad that has since been fixed. Staff is now working on the prep for the pad. He added that the bid for the pool liner has been sent out.
- **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"
- **Crest Hill Memorial Park update**  
Pete said that the playground has been completed and we are working on the site grading. Once the grading is complete, the path and parking lot will be completed.
- **Highland Ridge update**  
Pete stated that we have several playground layouts. We will bid this project over the winter with a spring 2025 installation.
- **FCC update**  
The HVAC unit is operational as Comed finally energized the new meter. Pete stated that the grant work has been completed and that staff is preparing for the freezer, the kitchen and other improvements that were included in the grant.
- **Solar update**  
Staff will continue to research possible solar options.
- **Other capital updates**  
The screening for the HVAC unit was installed.
- **NWCSRA meeting**  
I attended the 10/23/24 Board meeting. NWCSRA's Annual recognition dinner is Thursday December 12<sup>th</sup> at Bolingbrook CC. Let me know if you plan on attending.
- **IAPD Gala**  
President Rigoni will be attending IAPD annual Gala.
- **IAPD Legal Symposium**  
The IAPD Legal Symposium is Thursday November 7<sup>th</sup>.
- **IAPD / IPRA Conference**  
The IAPD / IPRA conference is January 23<sup>rd</sup>-25<sup>th</sup>.
- **PDRMA RMI**  
PDRMA's annual Risk Management Institute is November 22<sup>nd</sup> with many staff from each department planning to attend.
- **PDRMA Claims Committee**  
I attended PDRMA's bi-annual claims committee meeting.
- **All Staff meeting**  
We will resume our all staff meetings in November.
- **Dellwood Foundation meeting**  
I attended the Dellwood Foundation meeting on October 23<sup>rd</sup>.
- **Lockport Chamber of Commerce Annual Autumn Awards**  
The Chamber's Annual Autumn Awards is Friday November 8<sup>th</sup> at Embers. Commissioners Woods and Bauer will be attending.
- **Paycom**  
Nathan and I continue working with Paycom on the data conversion as we close in on our go live date. The current go live date is set for December 13<sup>th</sup>.
- **Staff interviews**  
Staff interviews continue to be conducted.
- **Lago Vista meeting**  
Staff continues to meet with the Lago Vista committee for the 2025 renovation.

- **Silo Bend community input meeting**  
The citizen input committee was established as we work towards the final design of the project and a summer 2025 installation.
- **Oak Valley subdivision**  
Staff continues to work with a development east of Creekside on land contributions.
- **Crest Hill developments**  
Staff continues to work with a developer for an aged targeted community in Crest Hill.

**Unfinished Business:**

**A. None**

**New Business:**

**A. Approve IAPD Credential Certificate**

In the event our Board wishes to attend and vote at the IAPD Annual Meeting, the attached Credential Certificate must be properly certified. This certificate will entitle the delegate or, in their absence, an alternate listed thereon to vote on matters presented during the Association's Annual Business meeting to be held on Saturday, January 25, 2025 at 3:30.

Motion is to certify IAPD Credential Certificate

Motion made by Commissioner Max Woods, second by Commissioner Paul Nobis to certify the IAPD Credential Certificate.

Roll call results were as follows:

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

Nays: None

The Motion Was Duly Carried

**B. Adopt Ordinance #2024-3 General Obligation Limited Tax Park Bonds, Series 2024 – Bond Issuance Ordinance**

As discussed at the Budget Workshop staff is recommending issuing bonds in the amount of \$3,800,000 to cover costs for park district projects such as the Challenge Fitness Expansion and/or for the playground developments. At the August 26, 2024 Board meeting we held a public hearing for the issuance not to exceed \$3,800,000 General Obligation Limited Tax Park Bonds for park improvements. We have 3 years to issue bonds up to \$3,800,000. Attached is parameter ordinance prepared by Chapman and Cutler as well as the Preliminary Debt Service Extension base prepared by Brett Knorr of Piper Sandler. Rates have decreased recently with an expected rate at closing to be in the 3.75%-4.25% range. Brett will be present at the meeting to answer any questions.

The board will need to adopt the parameter bond ordinance. This ordinance sets the parameters for the District to sell bonds. These parameters are:

- Bond Issuance not to exceed \$3,800,000
- Redemption on December 30<sup>th</sup> each year and not later than December 2028
- Interest rates not to exceed 6%

The final interest rate and repayment schedule will be finalized on November 20<sup>th</sup> with the closing of bond issuance on December 11<sup>th</sup>.

Staff recommends adopting Ordinance 2024-3 -- An ordinance providing for the issue of not to exceed \$3,800,000 General Obligation Limited Tax Park Bonds, Series 2024, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the Park District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

A short discussion took place with regards to the estimated tax levy increase.

Motion made by Commissioner Max Woods, second by Commissioner Paul Nobis to adopt Ordinance 2024-3.

Roll call results were as follows:

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

Nays: None

The Motion Was Duly Carried

**C. Introduce Full-Time Staff**

With John retiring in May 2025, there will be some changes in our Police Department. We will be going back to the Chief of Police and Patrol Officer positions and bring the HR duties back to the Administrative office with Nathan assuming these duties. Congratulations to Jeff Schenk as he will replace John as the next Chief of Police. Replacing Jeff will be Devon Moss as our

full-time Patrol Officer. Devon has been working part-time as an officer since 2020. Both Jeff and Devon will start in their new roles in May 2025. Congratulations to both Jeff and Devon.

**D. 2024 Tax Levy Estimate**

Around this time of the year, we estimate the amount of money necessary to operate the Park District at least 20 days prior to adopting the new tax levy ordinance. This estimate needs to be announced and approved at a Board meeting. With the CPI at 3.4% and estimated new construction valued over \$64 million, there will be more requirements to adopt the tax levy this year because the estimated levy will exceed a 5% increase from last year. There are 5 steps associated with a truth in taxation procedure:

- Determine the amount of money to be raised by the property tax levy at least 20 days prior to adopting the new tax levy.
- Hold a public hearing prior to passing a new tax levy ordinance that is greater than 105% of the preceding year's levy.
- Provide notice of the hearing in a newspaper at least 7 but no longer than 14 days before the hearing date.
- At the hearing, the Board must explain the reasons for the proposed increase and permit individuals the opportunity to present testimony.
- File the tax levy prior to the last Tuesday in December along with a certificate signed by the District's President that certifies the District complies with all requirements of the Truth in Taxation Act.

Attached is a summary of the 2024 Estimated Tax Levy. Next month staff will present the 2024 tax levy ordinance for approval. Prior to adopting the Tax Levy next month, there will be a public hearing at the beginning of the 11/25/24 Board Meeting which was called for earlier in the meeting. The tax levy must be adopted and filed with the County by the last Tuesday in December.

The amount levied last year for Corporate and Special Purpose Funds was \$8,189,232. The money needed for Corporate and Special Purposes Funds for the 2024 tax levy is \$8,791,155. This represents a 7.35% from last year's levy. The amount levied last year for Bond and Interest was 1,299,990. The money needed for Bond and Interest for the 2024 Tax Levy is \$1,350,450. This represents a 3.88% increase from last year's levy. The total amount levied last year was \$9,489,222. The total money needed for the 2024 tax levy is \$10,141,605. This represents a 6.87% increase from the 2023 tax levy.

Motion made by Commissioner Paul Nobis, second by Commissioner Max Woods to approve the estimated 2024 Tax Levy of \$8,791,155 for Corporate and Special Purpose Funds and \$1,350,450 for Bond and Interest for a total tax levy of \$10,141,605.

Roll call results were as follows:

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

Nays: None

The Motion Was Duly Carried

**E. Approve Purchase of 2025 Ford F-150**

In the 2024 budget there was \$140,000 to replace 3 vehicles. There were two Ford F-150 trucks and one Ford F-450 truck (Jon Peterson's truck). The Ford F-450 is not on the State bid list yet, so we will probably have to budget for this vehicle again in 2025. The two Ford F-150 trucks have recently been added to the State Bid list through the Suburban Purchasing Cooperative. These trucks are replacing a 2010 Ford F-150 and a 2012 Ford F-150

Attached is information on these 2 vehicles. One truck is an F-150 regular cab with an 8' bed, while the other truck is an F-150 supercab with a 6 1/2' bed.

There will be separate motions to approve each vehicle.

Motion made by Commissioner Max Woods, second by Commissioner Paul Nobis to approve the purchase of a Ford F-150 regular cab with 8' bed through the Suburban Purchasing Cooperative operative from Currie Motors Ford in the amount of \$36,286.00.

Roll call results were as follows:

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

Nays: None

The Motion Was Duly Carried

**F. Approve Purchase of 2025 Ford F-150**

Motion made by Commissioner Paul Nobis, second by Commissioner Don Bauer to approve approving the purchase of a Ford F-150 supercab with 6 1/2' bed through the Suburban Purchasing Cooperative from Currie Motors Ford in the amount of \$39,697.00.

Roll call results were as follows:

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

Nays: None

The Motion Was Duly Carried

**G. Approve the Purchase of Walk-In Freezer at Fairmont Community Center**

We were able to secure CDBG money through Will County for the purchase and installation of a walk-in freezer for Fairmont Community Center. We are currently working with Will County on the grant application for \$60,000 for this project. The total cost of the project is expected to be \$60,000. The scope of the project includes a walk-in freezer set on a concrete pad just north of the food storage area. Access to the freezer will be through the food storage area where an entry door will be cut in. Staff is expected to receive the final grant agreement from the County and then look to place the order for the walk-in freezer. We anticipate about \$30,000 in equipment, as there will be some shelves ordered besides the equipment for the walk-in freezer and \$30,000 in labor for the concrete pad, installation of the doorway and installation of the walk-in freezer.

Staff recommends giving authority to the Executive Director to purchase the walk-in freezer in the amount up to \$30,000 after the execution of the grant agreement with Will County.

Motion made by Commissioner Don Bauer, second by Commissioner Max Woods to give authority to the Executive Director to purchase the walk-in freezer in the amount up to \$30,000.00 after the execution of the grant agreement with Will County.

Roll call results were as follows:

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

Nays: None

The Motion Was Duly Carried

#### **H. Approve Resolution 2024-4 Homer Township IGA Conveyance of Parcel**

Attached is Resolution 2024-4 approving the IGA with Homer Township for the conveyance of the 7-acre parcel that is southern portion of Morris Park. This parcel is south of the parcel with the pond at Morris Park and north of the Silo Bend subdivision. This parcel sits west of the 7-acre parcel donated from the developer of Silo Bend.

Attorney Madden prepared the attached IGA. We are finalizing the IGA with Homer Township's Attorney to allow us access from their parking lot to a potential maintenance garage on our parcel. Attorney Madden recommends approving resolution 2024-4 approving the IGA subject to Attorney review as she works with Homer Township's attorney on the added language for access from their parking lot.

Motion made by Commissioner Max Woods, second by Commissioner Paul Nobis to approve Resolution 2024-4 which approves the IGA with Homer Township for the conveyance of PIN 16-05-20-400-026-0000 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

#### **I. Approve Early Order Plant Protectants**

In an effort to reduce costs, we participate in an early order program for the plant protectants. Andrew will be participating in the Harrell's LLC early order program for several products. With the early order program, we lock in prices for today, take delivery in the spring, make payment after delivery and receive a rebate. The total cost for the 3 invoices is \$21,824.96 with an expected rebate of 12.75% or \$2,782.75.

Motion made by Commissioner Don Bauer, second by Commissioner Paul Nobis to approve the early order purchase through Harrell's LLC for the amount of \$21,824.96.

Roll call results were as follows:

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

Nays: None

The Motion Was Duly Carried

#### **J. Accept Low Bid and Approve Contract for Heritage Falls Liner Purchase and Installation**

The Heritage Falls Water Park liner installation project went out to bid on October 1, 2024. Bids were publicly opened on October 22nd at 2:00 pm at DPCC. Attached is the Notice of Bidding as well as the bid form for the only bidder for this project. Unfortunately, there was only 1 bidder as another bidder declined due to bonding issues.

The plan was to install a liner in the main pool shell, the plunge pool for the slide and the surfacing for the splash pad. We will receive a legislative incentive for \$50,000 from Representative Avelar for the splash pad portion of this project. This was listed as an alternate on the bid form. In conversation with the low bidder, they would be able to do the installation in the spring as long as we get the permit back from IDPH in time.

The total amount including the alternate is a bit higher than we were budgeting. The bid numbers for the main pool shell and the splash pad are comparable to the original budget, or even probably cheaper, however the bid numbers for the plunge pool were higher than our original budget (Probably \$10,000-\$15,000). After conversations with the installer, Pete feels the plunge pool was an understated budget number. There are only a couple qualified installers. We received our budget numbers from the company that declined to bid this project due to not having the bonding capacity available. If we were to rebid, we would miss

the start of the 2025 season and would have to paint the splash pad and probably the main shell also. These bid numbers will go up as another year of prevailing wage increases will be included for a fall 2025 installation.

Staff recommends accepting the low responsible bid and approving the contract with Natara Corporation in the amount of \$245,560 including alternate number 1.

Motion made by Commissioner Max Woods, second by Commissioner Paul Nobis to accept the low responsible bid and approving the contract with Natara Corporation in the amount of \$245,560 including alternate number 1.

Roll call results were as follows:

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

Nays: None

The Motion Was Duly Carried

**Staff Report:**

**A. Accidents**

**B. Staff Reports to the Board of Commissioners**

**1. Recreation**

**2. Park Planning and Maintenance**

**3. Prairie Bluff**

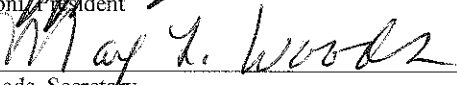
**4. Park Police**

There being no further business to come before the Board, a motion made by Commissioner Paul Nobis, second by Commissioner Don Bauer to adjourn at 7:44 p.m.

All Commissioners Present Voted "AYE".

The Motion Was Duly Carried.

  
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Jeff Rigoni, President

  
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Max Woods, Secretary