

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS REGULAR
MEETING TUESDAY, DECEMBER 13, 2016
140 OAK STREET, FRANKFORT, IL 60423

MINUTES

1. CALL TO ORDER

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

2. ROLL CALL

PRESENT: Commissioner Barz
Commissioner Reilly
Commissioner Feehery
Commissioner Farina
Commissioner Ruvoli
Commissioner Rak
ABSENT: Commissioner Schedin

3. The Pledge of Allegiance was RECITED.

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 noting a correction on the Executive Minutes. Commissioner Farina was not present.

- A. Approval of the Regular Meeting Minutes of November 8, 2016.**
- B. Approval of the Executive Meeting Minutes of November 8, 2016**
- C. Approval of the Meeting Minutes of November 22, 2016**

*Commissioner Reilly so moved and Motion seconded by Commissioner Ruvoli.
A roll call vote was taken.*

Aye: (4) Feehery, Reilly, Ruvoli, Barz
Nay: (0)
Abstain: (2) Rak, Farina
Absent: (1) Schedin

Motion approved.

6. PUBLIC HEARING

A. Truth in Taxation/2016 Tax Levy Ordinance

President Barz opened the Public Hearing. Upon hearing no comments on the Truth in Taxation/2016 Tax Levy Ordinance, President Barz closed the hearing.

7. APPROVAL OF BILLS - President Barz asked for a motion to approve the bills. An explanation and discussion regarding the two separate payable amounts was held.

Commissioner Feehery made a motion to approve November payables in the amount of \$140,292.36 and December payables in the amount of \$118,789.18. Motion seconded by Commissioner Rak. There being no further questions or comments, a roll call vote was taken.

Aye: (6) Rak, Reilly, Farina, Ruvoli, Feehery, Barz
Nay: (0)
Abstain: (0)
Absent: (1) Schedin

Motion approved.

8. CITIZENS COMMENTS – None
CORRESPONDENCE – None

9. PRESIDENT'S REPORT –

- President Barz expressed his condolences to the family and friends of Judy Herder. A celebration of her life will be held on June 27th at CD&Me.
- Reminder that the State Conference is fast approaching and confirmation of the commissioners' attendance needs to be turned into Executive Director Hassett.
- The sled hill and ice rink were discussed. It was noted that the lights were not on last evening.
- Commissioners Reilly and Barz and Director Hassett met with the Williams Architects to discuss ideas on use or sell/trade of property that was considered for a Recreation Center earlier in 2016.
- The Bark Park surveys were very informative.
- Merry Christmas and Happy New Year.
- President Barz invited the Board members to his home for a small party.

10. EXECUTIVE DIRECTOR REPORT

Executive Director Hassett noted the following from her written report:

- The next committee meeting is January 10, 2017.
- The packet included the calendar of meetings for 2017
- Gina shared the Dog Park Survey with Operation Playground to get their feedback.
- The HVAC in the Puent Building is in need of repair/replacement. The staff securing pricing that has been budgeted for.
- Website has been updated to include flexible layouts that allows it to be viewed in a more user friendly manner on mobile devices.
- The staff is drafting an ordinance and appropriate forms for the Board to approve at a Regular Board Meeting.
- Stacy and Gina are conducting interviews with two qualified candidates for the position of Superintendent of Buildings and Grounds.
- Two changes in staff levels have changed under the new FSLA. It will be reevaluated at the February Regular Board Meeting in lieu of the Texas lawsuit.
- A diagnostic procedure was conducted on the business systems and a proposal for new/updated software will be forthcoming. Proposals from several other firms are being sought as well.

A. Approval of Ordinance 16-12A Travel, Meal & Lodging Expense - President Barz asked for a motion to approve the Ordinance 16-12A. ***Commissioner Feehery so moved and Motion seconded by Commissioner Ruvoli.*** A discussion followed. The general consensus was to remove 'Entertainment (as permitted' and add a date by the signature on the reimbursement form. ***The motion was amended by Commissioner Feehery and seconded by Commissioner Ruvoli to include the changes. There being no further questions or comments, a roll call vote was taken.***

Aye: (6) Reilly, Farina, Ruvoli, Feehery, Rak, Barz
Nay: (0)
Abstain: (0)
Absent: (1) Schedin

Motion approved.

- B. **ADA Transition Plan** – Gina reviewed the 2012 internal audit conducted by Frankfort Park District. Special Rec Funds are available and the staff will be implementing some necessary repairs over the next few years.
- C. **Health Insurance Update** – A survey was sent out to the majority of the South Suburban Park Districts to determine how they reimburse their employees and subsidize the cost of insurance. Results will be discussed at the January Committee Meeting.

11. COMMITTEE REPORTS

A. SPECIAL RECREATION – EXECUTIVE DIRECTOR HASSETT

- a) Board meeting was today (12-13-2016).
 - 1) LWSRA has put out bids for construction of an access road adjacent to their property. The awarding of the bid will be conducted at their January meeting.
 - 2) Programs have been increasing in participation and revenue.
 - 3) The staff and Director are very passionate in the work that they do.

B. FINANCE –BUSINESS MANAGER KMAN/ COMMISSIONER FARINA

- 1) Ryne discussed the Bond payment.
- 2) Approval of the 2016 Tax Levy Ordinance - President Barz asked for a motion to approve the 2016 Tax Levy Ordinance. **Commissioner Reilly made a motion to approve the 2016 Tax Levy Ordinance as presented. Commissioner Rak seconded the motion.** Discussion was held and Commissioner Farina expressed her concern on the increase. **There being no further questions or comments, a roll call vote was taken.**

Aye: (5) Ruvoli, Feehery, Rak, Reilly, Barz

Nay: (1) Farina

Abstain: (0)

Absent: (1) Schedin

Motion approved.

- 3) Approval of Resolution to instruct County Clerk on apportion of 2016 Tax Levy - President Barz asked for a motion to approve the Resolution to instruct County Clerks how to Apportion the 2016 Tax Levy Extension Reductions. **Commissioner Feehery so moved and Commissioner Reilly seconded the motion.** Commissioner Feehery commented on the increase in the Tax Levy and his support of it. A discussion was held. **There being no further questions or comments, a roll call votes was taken.**

Aye: (6) Ruvoli, Feehery, Rak, Reilly, Barz, Farina

Nay: (0)

Abstain: (0)

Absent: (1) Schedin

Motion approved.

C. BUILDINGS AND GROUNDS REPORT – SUPT. STUNDINGS/COMMISSIONER REILLY

- a. Commissioner Farina complimented the staff on the great job with snow removal.
- b. The two ice rinks are being prepared. A timer switched will be installed.
- c. Some of the trees and shrubs that were on hand were planted by a contractor.
- d. A digital component of the roof heating unit will be replaced.

D. RECREATION REPORT – SUPT. PROPER/COMMISSIONER SCHEDIN

- a. The Winter/Spring Brochure is at the printer and will be mailed out December 23rd. It is available for download from the website on December 9th.
- b. Youth Basketball League Started December 6 with 22 Volunteer coaches.
- c. The annual Dinner with Santa was held on Friday December 2nd. 87 children were registered.

- d. The annual Polar Express Storytime Train was held on December 11th and was a sold out event.
- e. The Superintendent of Recreation escorted a group of 25 Seniors to Pigeon Forge and the Smokey Mountains November 28 through December 2.

E. PUBLIC RELATIONS REPORT - EXECUTIVE DIRECTOR HASSETT/COMMISSIONER RAK

- a. Deborah Gorchos, Public Relations Coordinator, prepared an extensive report of news items, and ads and flyers highlighting the Frankfort Park District. Social Media coverage was featured as well.
- b. Director Hassett will prepare some data of the analytics of Face Book and Google to present at the January meeting.

F. PLANNING REPORT – EXECUTIVE DIRECTOR HASSETT/COMMISSIONER FEEHERY
None

- 12. ATTORNEY'S REPORT – Attorney John Izzo told the Board that he was able to get the tax objections withdrawn for 2014. He will address the 2015 objections as well.
- 13. UNFINISHED BUSINESS – Director Hassett discussed an order for Frankfort Park District emblazoned items that she will be submitting. Also the Christmas party will be held in January for the staff and commissioners.
- 14. COMMISSIONER COMMENTS/ANNOUNCEMENTS
 - Commissioner Rak told the Board that she attended the Village Board Meeting representing the Frankfort Park District. She encountered several residents at the end of the meeting who were very complimentary of the work that the Staff does. They also complimented the Board.
 - Commissioner Ruvoli has received a lot of comments from his neighbors on what the plans are for the land that the proposed Rec Center was going to go on. They were happy that it would not be built. He passed out brochures to neighbors and received a lot of positive comments. He met a former professional basketball player from his neighborhood who would like to advise Maurice. He will contact the powers that be on the Laraway road improvements. He wished everyone a Merry Christmas.
 - Commissioner Farina acknowledged the passing of Judy Herder and all of her accomplishments and volunteer endeavors. She suggested that the Board could memorialize her in some way.
 - Commissioner Feehery wished everyone Merry Christmas and Happy Holidays.
 - Commissioner Reilly told the staff he appreciates all the good work they are doing and is impressed with the holiday decorations. He told the Board that he is saddened by Judy Herder's passing and remembered her as a passionate community supporter and a huge friend of the Frankfort Park District. He encouraged the Board to memorialize her in some way. He stated that he would like to see the property at Rte. 45 and Laraway sold and the Board discussed their options and the timing needed to accomplish.
- 15. EXECUTIVE SESSION – President Barz asked for a motion to go into Executive session. **Commissioner Reilly made a motion to go into Executive Session at 7:28 p.m. for the purpose of discussing: Personnel 5 ILCS 120/2(c)(1); imminent, probable, or pending litigation 5ILCS129/2(2)(c)(11). Commissioner Farina seconded the motion. Motion passed by a voice vote.**
- 16. RETURN TO REGULAR MEETING. **Commissioner Reilly moved to end the Executive Session and return to the Regular Meeting at 7:37 p.m. Motion seconded by Commissioner Farina. Motion passed by a voice vote.**
- 17. ACTION OF ITEMS DISCUSSED IN EXECUTIVE SESSION - None
- 18. ADJOURNMENT - **Commissioner Reilly moved to adjourn the Frankfort Park District Board of Commissioners monthly meeting of November 8, 2016 at 7:38 p.m. Motion seconded by Commissioner Feehery. Motion passed by a voice vote.**

Respectfully submitted,

Mary T. Strand
Board Minutes Secretary