

FRANKFORT PARK DISTRICT  
BOARD OF COMMISSIONERS REGULAR  
MEETING TUESDAY, MAY 9, 2017  
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 Farina  
Commissioner Ruvoli  
Commissioner Rak  
Commissioner Feehery  
Commissioner Schedin

ABSENT: None

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 for the following:

- A. Approval of the Regular Meeting Minutes of April 18, 2017**
- B. Approval of the Committee Meeting Minutes of April 18, 2017**
- C. Approval of the Executive Meeting Minutes of April 18, 2017**

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

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

***Motion approved.***

6. APPROVAL OF BILLS - President Barz asked for a motion to approve the bills.

*Commissioner Feehery made a motion to approve April Accounts Payables and Payroll in the amount of \$79,930.80. Commissioner Farina seconded the motion.  
There being no further questions or comments, a roll call vote was taken.*

Aye: (7) Rak, Reilly, Farina, Schedin, Ruvoli, Feehery, Barz  
Nay: (0)  
Abstain: (0)  
Absent: (0)

***Motion approved.***

President Barz noted that the May payables included HVAC replacement at the Puent Building.

**Commissioner Farina made a motion to approve May 2017 Accounts Payables and Payroll in the amount of \$103,156.88. Motion seconded by Commissioner Reilly. There being no further questions or comments, a roll call vote was taken.**

Aye: (7) Reilly, Farina, Schedin, Ruvoli, Feehery, Rak, Barz  
Nay: (0)  
Abstain: (0)  
Absent: (0)

**Motion approved.**

7. CITIZENS COMMENTS – None

CORRESPONDENCE – President Barz read a Thank You card from the family of the late Larry Olsen. The staff installed a bench in his honor in front of The Founders Center.

8. PRESIDENT'S REPORT –

- President Barz informed the Board that he attended the Parks Day in Springfield along with Stacey and Gina. He also attended the Legislative Conference the next day.
- He reminded everyone of the Beer Tasting on June 16<sup>th</sup> hosted by Operation Playground to benefit the Judy Herder Pump Track.
- He congratulated Gina on her pending appointment to the Leadership Academy Board, noting that it is quite a distinction.
- President Barz thanked outgoing Board Commissioners Farina and Schedin.

9. EXECUTIVE DIRECTOR REPORT

Executive Director Hassett noted the following from her written report:

- Director Hassett told the Board that the attorney continues to work with the village attorney to draft appropriate language related to their ordinance and current intergovernmental agreements that are in place regarding the Impact Fees. The staff is monitoring the situation.
- The Puent Building parking lot will be on the Village of Frankfort's agenda on May 15th.
- Health Insurance for FPD employees will be on the agenda at the May 23<sup>rd</sup> Committee Meeting.
- The playground equipment for Stone Creek Park has been delivered. The Maintenance Department will start the preparation and complete the installation. A ribbon cutting ceremony will be held shortly thereafter.
- Gina told the Board about the sizeable donation from Kevin and Suki Hood to LWSRA Adaptive Sports.

A. PUBLIC HEARING - President Barz asked for a motion to go into a Public Hearing regarding the 2017-2018 Budget and Appropriations.

**At 6:40 p.m. Commissioner Reilly so moved and Commissioner Feehery seconded it. Motion passed by a voice vote.**

B. PUBLIC HEARING – Gina noted that she passed out an updated budget to the Board due to a slight discrepancy on the copy that was in the Board's original packet for this evening. There being no comments or discussion President Barz asked for a motion to close the Public Hearing.

**At 6:41 Commissioner Farina so moved and Commissioner Feehery seconded it. Motion passed by a voice vote.**

- C. 2017-2018 BUDGET & APPROPRIATIONS ORDINANCE – President Barz asked for a motion to approve the budget and Appropriations Ordinance.

***Commissioner Farina made a motion to approve the 2017-2018 Budget and Appropriations Ordinance 17-5. Commissioner Rak seconded the motion.***

Aye: (7) Farina, Schedin, Ruvoli, Feehery, Rak, Reilly, Barz  
Nay: (0)  
Abstain: (0)  
Absent: (0)

***Motion approved.***

- D. AUDIT PROPOSAL – President Barz asked for a motion to approve the Audit Proposal by Hearn & Associates, P.C. Director Hassett explained the recommendation to approve a three year agreement.

***Commissioner Farina moved to approve the 3 year Audit Agreement with Hearne and Associates, P.C. Commissioner Rak seconded the motion.***

Aye: (7) Schedin, Ruvoli, Feehery, Rak, Reilly, Farina, Barz  
Nay: (0)  
Abstain: (0)  
Absent: (0)

***Motion approved.***

10. COMMISSIONER COMMENTS/ANNOUNCEMENTS

Commissioner Ruvoli reminded everyone that the Operation Playground Maintenance Day at Fort Frankfort is May 13<sup>th</sup>. He also mentioned the Beer tasting on June 16 to raise funds for the Pump Track. He thanked the staff for the Earth Day event which he thought was great. And a positive turnout. Tom congratulated Commissioners Farina and Schedin for their service to FPD and all he learned from them. He wished them the Best of Luck.

Commissioner Feehery thanked both outgoing commissioners for their service and all they have done for the park district.

Commissioner Rak expressed appreciation for Commissioners Schedin and Farina and wished them the best of luck.

Commissioner Reilly thanked the staff for a great Earth Day celebration. He thought it would be very nice to combine it with the Village. He also thanked both commissioners for their support and help during his tenure as president of the Board.

Commissioner Farina thanked the Board and Staff for the opportunity to serve on the Board. She also thanked Gina for all her help.

Commissioner Schedin thanked everyone and learned a lot during her tenure. She said she will stay in touch.

President Barz thanked both Margaret Farina and Jackie Schedin for their service to the Board and presented each of them with a bouquet on behalf of FPD.

11. ELECTION RESULTS
  - A. Swearing in – Elected Board Members  
Judge Ben Braun praised the FPD Board and staff for their contributions and success in maintaining the parks and program. The judge noted that the swearing in ceremony was being held to publicly promise to FPD's constituents that each commissioner would uphold the oath to act in the best interest of the citizens. He then swore in the newly elected commissioners individually with each of their family members as witnesses. John Reilly, Tom Ruvoli, Matt Schedin and Patrick Bickett were sworn in for four years. Brian Feehery was sworn in for two years. They each took their seats on the Board and resumed the Regular Meeting.
  
12. COMMITTEE REPORTS
  - A. SPECIAL RECREATION - EXECUTIVE DIRECTOR HASSETT
    - a. Board meeting was today (05-09-2017).
    - b. A Wheelchair Softball game will be held and the commissioners and staff are invited to participate.
    - c. LWSRF is still looking for one new member.
    - d.
  - B. FINANCE –BUSINESS MANAGER KMAN/ COMMISSIONER FARINA
    - a. Ryne informed the Board that a large number of files were destroyed at the Earth Day shred and the staff will continue to purge files yearly.
    - b. Ryne noted several of the larger bills that were paid during May.
    - c. In the coming weeks the staff will be meeting with the auditors and the Lau's on the closing of the fiscal year.
  - C. BUILDINGS AND GROUNDS REPORT –SUPT BLDG & GROUNDS  
NEWTON/COMMISSIONER REILLY
    - a. Ed told the Board that many of the seasonal workers are returning for the summer.
    - b. Work on the playground project at Stone Creek Park will start tomorrow.
    - c. The staff made adjustments to the layout of the garden plots at Commissioners Park. A shed is being installed to store some basic gardening tools. Ed is working with the Village to install a water line close to the plots.
    - d. A factory refurbished utility cart Club Car has been purchased. It has a 1 year warranty. It will be used on the trails and in the grass to help minimize any damage done by trucks. Safety for the park's patrons was also a factor when considering the purchase.
    - e. The Puent Building hvac project is ready to start when the pre-school ends on May 18<sup>th</sup>. Paperwork for the DCEO grant is underway. The grant will provide a partial reimbursement for the project.
    - f. The roof on the building at Sara Springs has been temporarily repaired. Additional repairs will be needed soon. Water damaged materials from inside will be removed once it is determined that the repairs were successful.
    - g. Beautification of the parks is ongoing.
    - h. The repairs to the guard rail is not done yet.
    - i. The pier analysis at Jackson Park is still being sought.
    - j. The softball fields and boys' baseball fields are okay, with the exception of C-2. It will need to have some materials brought in.
  - D. RECREATION REPORT – SUPT. PROPER/COMMISSIONER SCHEDIN
    - a. Registration for programs in the Summer Brochure has been going well.
    - b. A meeting with many of the garden plot participants was held on April 17<sup>th</sup>. It opened May 1<sup>st</sup>. There are currently 17 participants. A few more are available.
    - c. Graduation for the Pre-School will be on May 18<sup>th</sup>.
    - d. The men's softball league is having drainage issues with the C-2 filed in Commissioner's Park.
    - e. Earth Day, April 22<sup>nd</sup> was well attended and the electronic recycling was a success.
    - f. The Pre-school open house was held in conjunction with Earth Day.

- E. PUBLIC RELATIONS REPORT - EXECUTIVE DIRECTOR HASSETT/COMMISSIONER RAK
  - a. A copy of many of the media articles and photos of FPD programs and events were included in the Board's packet.
- F. PLANNING REPORT – EXECUTIVE DIRECTOR HASSETT/COMMISSIONER FEEHERY
  - a. Gina reported that White and Associates will begin a review of the Founders Center in the next two weeks. A follow up meeting will be scheduled to discuss the findings.
- 13. ATTORNEY'S REPORT – None
- 14. UNFINISHED BUSINESS – None
- 15. ADJOURNMENT – *President Barz asked for a motion adjourn the Frankfort Park District Board of Commissioners monthly meeting of May 9, 2017 at 7:16 p.m. Commissioner Reilly so moved and Commissioner Feehery seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote.*

Respectfully submitted,

Mary T. Strand  
Board Minutes Secretary