

FRANKFORT PARK DISTRICT  
BOARD OF COMMISSIONERS REGULAR  
MEETING TUESDAY, AUGUST 22, 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 Ruvoli  
Commissioner Schedin  
Commissioner Bickett

ABSENT: Commissioner Rak  
Commissioner Feehery

3. The Pledge of Allegiance was recited.

4. New Business Manager – Gina introduced Lisa Slattery, the new Business Manager. Lisa started in the beginning of August and has been learning the systems and business model.

5. APPROVAL OF THE AGENDA – Approved as presented.

6. 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 July 11, 2017**
- B. Approval of the Committee Meeting Minutes of July 11, 2017**

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

Aye: (5) Reilly, Bickett, Schedin, Ruvoli, Barz  
Nay: (0)  
Abstain: (0)  
Absent: (2) Rak, Feehery

***Motion approved***

7. APPROVAL OF BILLS - President Barz asked for a motion to approve the bills. Gina explained that there were two August payables due to the exit of the business manager.

- A. August Accounts Payable and Payroll which includes travel and Lodging expenses in the amount of \$202,190.74.**

*Commissioner Reilly made a motion to approve August Accounts Payables and Payroll in the amount of \$202,190.74. Commissioner Schedin seconded the motion. A roll call vote was taken.*

Aye: (5) Bickett, Schedin, Ruvoli, Reilly, Barz  
Nay: (0)  
Abstain: (0)  
Absent: (2) Rak, Feehery

***Motion approved***

**B. August Accounts Payable and Payroll which includes travel and Lodging expenses in the amount of \$71, 728.34.**

***Commissioner Reilly made a motion to approve August Accounts Payables and Payroll in the amount of \$71,728.34. Commissioner Schedin seconded the motion. A roll call vote was taken.***

Aye: (5) Schedin, Ruvoli, Reilly, Bickett, Barz

Nay: (0)

Abstain: (0)

Absent: (2) Rak, Feehery

***Motion approved***

8. CITIZENS COMMENTS – Letter of Appreciation had been received and was read aloud. It commended Stacey Proper for going above and beyond her duties in helping a participant on a bus outing procure a wheelchair once they arrived at the tour's destination.

9. PRESIDENT'S REPORT –

- President Barz complimented the staff on the 50<sup>th</sup> Celebration of FPD July 22nd.
- He attended the Illinois State Fair. A Pentathlon was held, a Frisbee giveaway and Mr. Barz won a "Chopped" contest.
- President Barz told the Board that the Village of Frankfort is looking into a *Bike Station*. They need a sponsor and Gina will look into it. It was suggested to put it at the Bingham Trailhead next to the OPT. Discussion was held.
- Chamber of Commerce Golf Outing was attended by Barz, Feehery, and a representative from Williams Architects.
- Saturday is the Legislative Picnic in Joliet and Tom Barz and Tom Ruvoli will attend.
- He thanked Stacey and Ed for the keys to the Garden Plot.

10. EXECUTIVE DIRECTOR REPORT

- A. Approval of the Contract for the Puent Roof Replacement – Gina advertised for formal bids and four sealed bids were received. The lowest bid was received from NIR Roof Care for \$23,580.00. An allowance for additional items was included.

President Barz asked for a motion to approve the contract with NIR Roof Care not to exceed \$24,500. ***Commissioner Ruvoli so moved and Commissioner Reilly seconded the motion.*** Discussion was held regarding the price and value of Solar roofing material or aluminum. Solar panels were discussed as well.

***Commissioner Ruvoli rescinded his motion to approve the contract with NIR Roof Care and Commissioner Reilly rescinded his second of the motion.***

- B. Approval of the Intergovernmental Agreement for the Puent parking Lot Conveyance – Discussion was held after which, President Barz requested that a motion be made.

***Commissioner Bickett made a motion to approve the Intergovernmental Agreement with the Village of Frankfort for the conveyance of the Puent Parking Lot.***

***Commissioner Ruvoli seconded the motion. A roll call vote was taken.***

Aye: (5) Reilly, Bickett, Schedin, Ruvoli, Barz

Nay: (0)

Abstain: (0)

Absent: (2) Rak, Feehery

***Motion approved***

- C. Approval of the Ordinance 17-8 for the Puent Building Parking Lot Conveyance - President Barz asked for a motion to approve Ordinance 17-8. **Commissioner Bickett made a motion to approve the Ordinance 17-8 declaring Puent Building Parking Lot necessary and convenient for Park District use. Commissioner Ruvoli seconded the motion.**

Aye: (5) Bickett, Schedin, Ruvoli, Reilly, Barz

Nay: (0)

Abstain: (0)

Absent: (2) Rak, Feehery

***Motion approved***

11. COMMITTEE REPORTS

A. Special Recreation – Director Hassett

- Gina reported that LWSRA Board approved Frankfort Square Park District to join LWSRA.
- Meetings were changed from the second Tuesday of each month to the third Tuesday.
- Participants at Day Camp was at an all-time high.

B. Finance – Business Manager Lisa Slattery.

- Lisa is getting acquainted with the financial processes.

C. Building and Grounds Report –Ed Newton/Commissioner Reilly

- Ed's focus is on the Puent Building.
- The seasonal Staff has departed.
- Stone Creek has been completed. The new sign needs to be installed.
- Equipment is on order for the algae blooms in the ponds. A small boat has been procured to help treat the ponds more efficiently.
- Led upgrade kits for the lights on the second floor ceiling have been ordered.

D. Recreation Report –Stacey Proper/Commissioner Schedin

- The Fall Brochure is being delivered and registration will start August 24.
- Back to School Bash was held on August 18<sup>th</sup> and was well attended. A movie was shown after the event.
- Coaches are needed for 3<sup>rd</sup> & 4<sup>th</sup> grades for Warriors Basketball. Tryouts for the boys was held last week.
- The Fall Fest Parade assignments will be handed out next week and the commissioners were encouraged to join. The staff tied into the 50<sup>th</sup> Celebration as the theme of their float.
- The bonfire and campout will be held on September 22<sup>nd</sup>.
- The Heritage Knolls party in the park was a great success.

E. Public Relations – Director Hassett/Commissioner Rak

- A comprehensive report is attached to the Board's packets.

F. Planning Report – Director Hassett/ Commissioner Feehery

- Items will be discussed at the Committee

12. ATTORNEYS REPORT – None

13. UNFINISHED BUSINESS - None

14. COMMISSIONER COMMENTS/ANNOUNCEMENTS

Commissioner Schedin attended the Back to School Bash and thought it was well presented and attended

Commissioner Ruvoli commented that the 50<sup>th</sup> Celebration was wonderful and complimented the staff. He welcomed Lisa Slattery to FPD and suggested that he meet with her. He noted that he would be attending the Legislative Picnic. Operation Playground needs volunteers for Fall Fest parking. Two signs have been erected on the FPD property at Laraway and Route 45.

Commissioner Reilly complimented the staff on the 50<sup>th</sup> Anniversary Celebration and thought it was a great event. He thanked Ed and his staff for all the work they do. He also welcomed Lisa to FPD. Commissioner Reilly praised Stacey for her dedication and thoughtfulness regarding the letter that was read at tonight's meeting.

Commissioner Barz inquired about the pier at Jackson Park and thanked Ed and his staff for completing the project.

15. EXECUTIVE SESSION None

16. **ADJOURNMENT – *President Barz asked for a motion adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of July 11, 2017 at 7:35 p.m. Commissioner Reilly so moved and Commissioner Ruvoli seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote.***

Respectfully submitted,

Mary T. Strand  
Board Minutes Secretary