

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS REGULAR
MEETING TUESDAY, JANUARY 9, 2018
140 OAK STREET, FRANKFORT, IL 60423

MINUTES

1. CALL TO ORDER

President Barz called the meeting to order at 6:32 p.m.

2. ROLL CALL

PRESENT: Commissioner Barz
Commissioner Reilly
Commissioner Ruvoli
Commissioner Feehery
Commissioner Bickett
Commissioner Schedin

ABSENT: Commissioner Rak

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 December 12, 2017**
- B. Approval of the Committee Meeting Minutes of December 12, 2017**

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

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

Motion approved

6. APPROVAL OF BILLS - President Barz asked for a motion to approve the bills.
December Accounts Payable and Payroll in the amount of \$153,339.83 - which includes travel and Lodging expenses. Clarification of several bills were discussed.

Commissioner Feehery made a motion to approve December Accounts Payables and Payroll in the amount of \$153,339.83, which includes travel and Lodging expenses. Commissioner Reilly seconded the motion. A roll call vote was taken.

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

Motion approved

7. CITIZENS COMMENTS – None

8. PRESIDENT'S REPORT –

- President Barz congratulated Commissioner Schedin and his daughter on her recent Judo competition. She took 1st in her division in State!
- He reminded commissioners if they have any questions regarding the upcoming IAPD convention to contact Executive Director Hassett. President Barz thanked Gina for including the IAPD minutes in the Board's packets.
- He noted that the sled hill is being used quite a bit. Also he thanked Superintendent Newton and his staff on all the work that they did to get the Ice Rink up and running. The residents appear to be enjoying.
- The Holiday party will be held on Friday, January 12th.
- President Barz complimented Stacy and her staff on the latest brochure.
- He requested consideration by the Board and Staff to add grills in the parks for use by the residents. Also he would like to see at least one hill in a park for children to play on. Discussion at the Committee Meeting will be held.
- He inquired how the Christmas tree recycle program was going. Ed said they are using the Village's chipper.
- President Barz asked if there was any progress on the property in the Five Oaks subdivision. Gina is working with the Village, but little has been done yet.
- He asked Gina to prepare a letter with talking points regarding the Laraway property to promote clarity and consistency.

9. EXECUTIVE DIRECTOR REPORT

- The staff filed the appropriate paperwork to include the referendum question for the sale of the Laraway property on the March 20th ballot.
- The Chamber of Commerce After Hours will be held at the Founders Center hosted by FCPD on February 27th. This is an excellent opportunity for the Commissioners to share information on the referendum and sponsorship opportunities.
- Two parcels in the Stone Creek subdivision have been properly deeded to the District and the Villlage released the \$15,000 they were holding. Staff and our attorney are working to file the paperwork to get the property rated as tax-exempt.
- Gina will send commissioners the final details of events to be held during the IAPD Convention.
- Ed and Gina are evaluating the vacant full time maintenance position.

11. COMMITTEE REPORTS

A. Special Recreation – Director Hassett

- LWSRA held a very successful Lunch with The Grinch.
- Fundraising continues to benefit the proposed playground and sensory room.

B. Finance – Business Manager Lisa Slattery.

- Lisa noted that she is preparing the fourth quarter reports.
- She will bring the preparation of the W2s and 1099s in house which was done by a 3rd party up until now.
- Lisa is creating an exhibit of expenses to compare the cost of using a third party for some accounting practices and doing them in house.
- The insurance company sent a refund to the District, due to being low risk.
- President Barz thanked Lisa and complimented her on the improvements she has done during her short time as a FCPD employee.

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

- The staff is almost finished with refurbishing and cleaning the summer equipment.
- Setting up the Ice Rink and maintaining it has been taking up a lot of the staff's time and efforts.
- ADA picnic tables are being made in the shop.
- The staff is completing some of the projects on the ADA Transition list.
- Park signs are being brought into the maintenance shop for repairs and cleanup. Four large signs have been completed and 2 more are being worked on currently.
- President Barz noted that Ed and his small staff have been doing a great job on the Ice Rink and other projects.

D. Recreation Report –Stacey Proper/Commissioner Schedin

- The Winter/Spring Brochure was available for download off the web site and was mailed December 28th. Registration began on January 3rd for residents and January 10th for non-residents. Registration has been very good.
- The Father/Daughter dance is filling up fast.
- There have been a lot of skate rentals this year.
- Winter on the Green is on January 20th.
- Stacy is working on the summer brochure.
- Stacy will prepare a calendar of events for the commissioners.
- Discussion of the Trivia Night was held.
- President Barz complimented Stacy and her staff on the great work they are doing with the brochure, creative programs and scheduling of events.

E. Public Relations – Director Hassett/Commissioner Rak

- A report is attached to the Board's packets.
- Commissioner Ruvoli commented on the far reaching interest that the programs are attracting.

F. Planning Report – Director Hassett/ Commissioner Feehery - None

12. ATTORNEYS REPORT – None

13. UNFINISHED BUSINESS – None

14. COMMISSIONER COMMENTS/ANNOUNCEMENTS

Commissioner Schedin complimented Stacy on the excellent job on the brochure. Highlighting the skating has made residents aware that it is available.

Commissioner Ruvoli is looking forward to attending the IAPD convention. He found it very informative in the past.

Commissioner Reilly wished everyone a Happy New Year. He thanked Lisa for her diligence in her accounting practices to get savings for the District's financials. He also thanked Stacy for all she does and the extra time she puts in to make everything run smoothly.

15. EXECUTIVE SESSION - None

16. ADJOURNMENT – ***President Barz asked for a motion adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of January 9, 2018 at 7:02 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