

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

MINUTES

1. CALL TO ORDER

President Barz called the meeting to order at 7:59 p.m.

2. ROLL CALL

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

ABSENT: None

3. APPROVAL OF THE AGENDA – Approved as presented.

4. 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 September 11, 2018

B. Approval of the Executive Meeting Minutes of September 11, 2018

C. Approval of the Committee Meeting Minutes of September 11, 2018

Commissioner Reilly made a motion to approve the minutes as presented and motion seconded by Commissioner Ruvoli. A roll call vote was taken.

Aye: (6) Ruvoli, Feehery, Reilly, Bickett, Schedin, Barz

Nay: (0)

Abstain: (1) Rak

Absent: (0)

Motion approved

6. APPROVAL OF BILLS – Lisa told the Board that she is feeling better about the details of her reports. Deposits are being included. Refunds were highlighted. Mowing, trees and brochure bills were discussed. President Barz asked for a motion to approve the bills.

August Accounts Payable and Payroll in the amount of \$276,028.61 - which includes travel and Lodging expenses. President Barz highlighted several bills.

Commissioner Reilly made a motion to approve the September 11, 2018 Accounts Payables and Payroll in the amount of \$276,028.61 as presented. Commissioner Ruvoli seconded the motion. A roll call vote was taken.

Aye: (7) Rak, Feehery, Reilly, Bickett, Schedin, Ruvoli, Barz

Nay: (0)

Abstain: (0)

Absent: (0)

Motion approved

7. CITIZENS COMMENTS – None

CORRESPONDENCE – None

8. PRESIDENT'S REPORT –

- President Barz – noted that the Nationals were very interesting.
- He commented that the new playground in Heritage Knolls was looking good.
- The Pump Track appears to be getting a lot of use.
- He reminded everyone that Pours For The Park is October 20th.

9. EXECUTIVE DIRECTOR REPORT

- A. Resolution 2018-10 Regarding Review of Closed Meeting Minutes & Recordings – Per the Open Meetings Act a review of the Executive Meetings (closed to the public) should be held on a semi-annual basis to determine if they should be released for public viewing. Also, at that time, the audio recordings that are older than 18 months will be considered for destruction. Gina had a resolution prepared and recommended that all executive minutes be kept sealed at this time. Discuss was held regarding where the files are kept and shared. The general consensus is that a policy needs to be prepared outlining how the files for both the regular and executive meeting files and recordings are transferred and preserved. President Barz asked for a motion.

Commissioner Feehery made a motion to approve Resolution 2018-10 Regarding Review of Closed Meeting Minutes and Destruction of Audio Recordings. Commissioner Schedin seconded the motion. A roll call vote was taken.

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

Motion approved

- B. Approval of Engagement Letter with G.K. Baum – Discussion was held. President Barz recommended to move forward. President Barz asked for a motion.

Commissioner Ruvoli made a motion to approve the Bond Underwriting Agreement with G.K. Baum. Commissioner Rak seconded the motion. A roll call vote was taken.

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

Motion approved

- C. Approval of Chrystal Brook Subdivision Conveyance Agreement – The agreement was discussed in Committee. President Bar asked for a motion.

Commissioner Feehery made a motion to approve the updated agreement for the Chrystal Brook Subdivision park agreement. Commissioner Ruvoli seconded the motion. A roll call vote was taken.

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

Motion approved

- D. Pump Track – It was installed on October 3rd. Ed & Staff worked with the installer to finish. The staff is working with the Foundation on signage and other site plans that will be approved by the Board.
- E. IAPD/IPRA - Gina noted the dates of January 24-26, 2019 for the IAPD/IPRA Conference. She encouraged all to save the dates.
- F. IAPD - Gina will be attending the IAPD Legal Symposium on November 8th.
- G. Staff – Effective Monday, October 8th, Lisa Slattery became a full-time employee.

10. COMMITTEE REPORTS

- A. Special Recreation – Director Hassett
Gina told the Board that bids are being sought for the Sensory Room for the LWSRC. Construction
- B. Building and Grounds Report –Ed Newton/Commissioner Reilly
 - The Pump Track is in and temporary signage has been put up.
 - PDRMA was out on October 3rd to review some parks and observe and interview employees. The feedback was positive.
 - Heritage Knolls is nearing completion. The drainage was discussed.
 - Ed attended the NPRA conference. He learned about a free software that can be used for tracking the tree inventory among other great ideas and products.
 - The Ice Rink liner is on order.
 - Stumps are being removed little by little.
 - Tree trimming and mowing at Kohlhagen Park was discussed.
 - Establishing a “Park Day” for nearby residents of each park to clean up & plant in their own neighborhood park.
- C. Recreation – Superintendent Proper/Schedin
 - The staff is working on the Winter/Spring brochure.
 - The Mothers Sons Star Wars dance was sold out and went very well. IAPD contacted Stacy to propose writing a feature story on this unique event and share with member districts.
 - Halloween Haunting and Beer Tasting events are keeping the staff very busy making preparations.
 - Soccer has ended on time. Maurice is conducting a wrap up meeting with Chicago Fire. He will send out a survey to the participants.
 - Maurice is busy starting the indoor flag football league at Roma. There are 8 teams with 77 participants.
 - The Warriors practices started last week. Tournament start in November.
 - Youth Basket Ball will start soon.
 - Preschool has the highest enrollment yet.
 - The Scarecrow Building Contest submission was discussed.
 - Cancelled programs were discussed.
 - Calendar events were discussed.
- D. Public Relations – Director Hassett/Julie Sullivan
 - A copy of Julie’s activities was included in the Board’s packets and copies of published items in news outlets.
 - Julie & Maurice procured a sponsorship with Arnie Bauer for the Youth Basketball league.
 - Palermo’s also committed to \$400 sponsorship.
- E. Planning Report – Director Hassett/ Commissioner Feehery

11. ATTORNEYS REPORT – None

12. UNFINISHED BUSINESS – On behalf of some residents, President Barz requested that the lights at the Bark Park could be turned on earlier at 6:00 a.m. Ed will look into it.

13. COMMISSIONER COMMENTS/ANNOUNCEMENTS

Commissioner Schedin congratulated Lisa. He told the Board that the Pump Track was awesome and is being used constantly. It is a focal point for the community and the perfect setting. He thinks that sponsorship signs needs to be determined. Commissioner Ruvoli attended the National Conference and attended the session on Master Planning. Heritage Knolls looks great and is a nice design. He is excited to see the pump track.

Operation Playground is discussing a BMX competition. He commended Ed on the good job on the installation. He congratulated Lisa. He also reminded everyone about Pours For The Park and said he will be there working the event.

Commissioner Reilly offered his compliments on the Family Campout. And the bonfire was great. Commissioner Feehery said he thought the Pump Track is very cool. He complimented Ed on a great job and noted that the landscaping is still needed. Discussion of how to accomplish was held.

Commissioner Rak said the Pump Track was awesome. She watched all the kids using it. She congratulated Lisa. She has contacted Bier Stube for donating beer. She suggested putting in some engraved brick pavers with Commissioners names in Commissioners Park.

Commissioner Bickett congratulated the staff on a great job that they are doing.

14. EXECUTIVE SESSION – President Barz asked for a motion to go into Executive Session. ***Commissioner Reilly moved to go into Executive Session for the purpose of discussing the purchase or lease of real estate 5 ILCS 120/(2)(5); Personnel 5 ILCS 120/2(c)(1); imminent or pending litigation 5 ILCS 120/2(2)(c)(1); and finances. Commissioner Feehery seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote at 7:18 p.m.***

15. ADJOURNMENT – ***President Barz asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of October 9, 2018 at 8:50 p.m. Commissioner Ruvoli 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