

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS REGULAR
MEETING TUESDAY, FEBRUARY 12, 2019
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 *joined at 6:35 p.m.*
Commissioner Rak *(joined at 6:54 p.m.)*
Commissioner Feehery
Commissioner Bickett

ABSENT: Commissioner Schedin

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 January 8, 2019.**
- B. Approval of the Executive Meeting Minutes of January 8, 2019.**
- C. Approval of the Committee Meeting Minutes of January 22, 2019.**
- D. Approval of the Executive Meeting Minutes of January 22, 2019**
Commissioner Reilly made a motion to approve the minutes as presented and motion seconded by Commissioner Feehery. A roll call vote was taken.

Aye: (4) Feehery, Barz, Reilly, Bickett
Nay: (0)
Abstain: (0)
Absent: (3) Rak, Schedin, Ruvoli

Motion approved

6. APPROVAL OF BILLS – President Bar asked for a motion to approve the **January Accounts Payable and Payroll in the amount of \$237,873.26 - which includes travel and Lodging expenses.**

Commissioner Feehery made a motion to approve the January, 2018 Accounts Payables and Payroll in the amount of \$237,873.26 as presented. Commissioner Reilly seconded the motion. A roll call vote was taken.

Aye: (5) Feehery, Barz, Reilly, Bickett, Ruvoli
Nay: (0)
Abstain: (0)

Absent: (2) Rak, Schedin

Motion approved

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE – None
8. PRESIDENT'S REPORT –
 - President Barz thanked everyone who attended the State Convention on January 24-26th
9. **Consideration of Ordinance 19-2 providing for the issue of not to exceed \$1,900,000 General Obligation Limited Tax Park Bonds, Series 2019, of the District for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, providing the revenue source to pay certain outstanding obligations of the District, providing for the levy of taxes to pay the principal and interest on the bonds, and authorizing the sale of the bonds to the purchaser thereof.** Discussion was held.

MINUTES of a regular public meeting of the Board of Park Commissioners of the Frankfort Park District, Will and Cook Counties, Illinois, held in the Founders Community Center, 140 Oak Street, Frankfort, Illinois, in said Park District at 6:32 o'clock P.M., on the 12th day of February, 2019.

* * *

Tom Barz, the President, and the following Park Commissioners were physically present at said location: Tom Barz, John Reilly, Brian Feehery, P.J. Bickett, Tom Ruvoli (*joined at 6:35 p.m.*), Katie Rak (*joined at 6:54p.m.*).

The following Park Commissioners were allowed by a majority of the members of the Board of Park Commissioners in accordance with and to the extent allowed by rules adopted by the Board of Park Commissioners to attend the meeting by video or audio conference: *N/A*

No Park Commissioner was not permitted to attend the meeting by video or audio conference.

The following Park Commissioners were absent and did not participate in the meeting in any manner or to any extent whatsoever: Matt Schedin.

Whereupon Park Commissioner Tom Barz presented and the read by title an ordinance as follows, a copy of which was provided to each Park Commissioner prior to said meeting and to everyone in attendance at said meeting who requested a copy.

The President announced that the next item for consideration was the issuance of not to exceed \$1,900,000 non-referendum general obligation park bonds to be issued by the

District pursuant to Section 6-4 of the Park District Code for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, to pay certain outstanding obligations of the District and for the payment of the expenses incident thereto, and that the Board of Park Commissioners would consider the adoption of an ordinance providing for the issue of said bonds and the levy of a direct annual tax to pay the principal and interest thereon. The President then explained that the ordinance sets forth the parameters for the issuance of said bonds and sale thereof by designated officials of the District and summarized the pertinent terms of said parameters, including the specific parameters governing the manner of sale, length of maturity, rates of interest, purchase price and tax levy for said bonds.

See ATTACHMENT A

After Discussion was held, President Barz asked for a motion to approve Bond Ordinance 19-2 as presented.

Commissioner Ruvoli made a motion to approve Bond Ordinance 19-2 as presented and Commissioner Feehery seconded the motion. A roll call vote was taken.

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

Motion approved

10. EXECUTIVE DIRECTOR REPORT

- Executive Director Hassett noted that DLA has started the assessment for the Capital Asset Replacement Plan and have picked up the floor plans to digitize.
 - The parks foreman remains on disability.
 - The New Lenox Park District was awarded an OSLAD grant from the State of Illinois for the park development adjacent to the LWSRC. The park will include a universally accessible playground which will be the first in the area. A site plan and budget was included in the Boards packets.
 - The staff met with the current coaches of the Warrior's Basketball program on February 6th to discuss the opportunity to have a parent run Warrior program. They will get back in touch with our staff with questions and concerns.
 - Heritage Knolls completion of all projects has been delayed by inclement weather.
- A. Approval of Fund Transfer – The consensus of the Board at a recent Committee Meeting was to move funds from the General Fund to zero out IMRF, Liability & Insurance Fund, and Capital Fund. President Barz asked for a motion to approve the transfer as presented.

Commissioner Ruvoli made a motion to approve a transfer \$25,688

to the Liability & Insurance Fund, \$66,322 to the IMRF Fund and \$189,975 to the Capital Fund from the General Fund for Fiscal Year 2018/2019. Commissioner Reilly seconded the motion. A roll call vote was taken.

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

Motion approved

- B. Approval of Resolution 19-2 Establishing the terms of the Real Property. – It was determined by the Board to relist the Laraway Property at a price of \$860,000. The Board may reserve the right to reject any or all bids and advertise for resale. The Resolution 19-2 and the terms for approval were attached in the Boards packets. President Barz asked for a motion to approve Resolution 19-2.

Commissioner Reilly made a motion to approve Resolution 19-2 establishing the terms of the Real Property. Commissioner Ruvoli seconded the motion. A roll call vote was taken.

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

Motion approved

11. COMMITTEE REPORTS

A. Special Recreation – Director Hassett

- Gina noted that the New Lenox Park District owns the land adjacent to LWSRC, and as such, had to make the application for an OSLAD Grant for the All Inclusive playground next to the LWSRC. It has now been approved. It will be the only one around for many miles in any direction.

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

- The weather has kept the staff busy with snow removal.
- Staff has delivered additional materials to Heritage Knolls Playground, but the inclement weather has prevented completion
- Maintenance staff is repairing and building new picnic tables.
- Ed will meet with a contractor to discuss flooring options Founders Room floor project. He was able to find this information at the IPRA/IAPD Conference
- The staff worked to make the gym inviting for the Father/Daughter Dance. They painted and decorated.
- The energy audit was completed by ComEd. Ed will be receiving the results soon.
- The new rooftop furnace was the source of an odd odor on the second floor. It was not a safety issue, but replacement parts to correct the problem have been ordered, under warranty.
- Discussion of security cameras at the entrances was held.
- Tree stump removal will resume once the ground is not so soft.

C. Recreation – Superintendent Proper/Schedin

- The Daddy/Daughter Dance was moved to the gym and 350 people attended in the two days. Gina complimented the maintenance and recreation staff on their hard work to make the gym into a winter wonderland.
- The Senior Valentine Lunch was held today. The weather kept the attendance low, but all agreed it was a great time. There were 2 sponsors for the event.
- The Summer Brochure will be sent to the printer February 14th and will be available the 2nd week in April.
- The Youth Basketball is in full swing. There are 25 teams in 6 divisions with 235 participants.
- The Indoor Soccer League started in January with 60 participants. An Outdoor Soccer League will start up in April.
- The Pres-School registration is underway and filling up fast. The Open House held on February 2nd was a success with about 20 families attending.
- The Spring Craft Show will be held at the Founders Center on March 16th, 9 a.m. until 3 p.m.
- The Community Showcase will be on March 16th at LWE from 10a.m. until 2 p.m.

D. Public Relations – Director Hassett/Julie Sullivan

- Julie is working on securing sponsors for the Summer Programs and Events. She is currently concentrating on Earth Day and Short Run on a Long Day. Gina informed the Board that the revised route of the Run will be on the Villages next Agenda and she plans on attending.
- Commissioner Ruvoli asked if the Sponsors were given feedback after events to add value to their donation activity. Surveys and follow up are currently being done.
- President Barz inquired about the gym utilization. Mornings and Evenings are busy and some people walk in the afternoons..
- A spreadsheet showing the publicity, news articles and social media mentions and posts was included in the Board's packets.

E. Planning Report – Director Hassett/ Commissioner Feehery – Gina told the Board she is looking forward to the DLA report.

12. ATTORNEYS REPORT – None

13. UNFINISHED BUSINESS

- Commissioner Bickett requested that a Spending Plan for the approved Ordinance 19-2 General Obligation Limited Tax Park Bonds, Series 2019 money be on the next Agenda for discussion and approval.
- President Barz has reached out to Amy Feehery regarding a horticulturist. Gina has been in contact with someone to post a job description.
- There has been no further communication in regards to the proposed Cedarhurst development. Gina will inquire about it at the Village meeting tomorrow.

14. COMMISSIONER COMMENTS/ANNOUNCEMENTS

- Commissioner Bickett apologized for not being able to attend some of the sessions at the conference. He told Stacey, Ed and Lisa that they are doing a great job and he really appreciated it.
- Commissioner Rak also expressed her appreciation to the staff. She noted that Ed's staff is doing a good job with all the snow that had been accumulating.
- Commissioner Feehery said that he had a good time at the conference and found it very informative.
- Commissioner Reilly told everyone that he had a good time at the conference and enjoyed

spending his time with everyone and thanked the staff for keeping everyone on schedule and in the right place.

- Commissioner Ruvoli told the staff thank you for their efforts at the conference. He learned a lot from attending the sessions. He thanked Ed for a great job with all the snow removal; thanked Lisa for the great work she is doing; and thanked Stacey for the excellent brochure. He also noted that because Lisa was able to transfer money to interest bearing accounts, the interest received has almost paid for the audit.
- Executive Director Hassett told the Board that Lisa is also closely reviewing the bills before paying. She is currently making sure that the bills reflect non-profit discounts where available.

15. EXECUTIVE SESSION – **President Barz requested a motion to go into Executive Session at 7:24 p.m. 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 Reilly so moved and Commissioner Feehery seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote.**

16. OPEN SESSION – With nothing further to discuss, President Barz asked for a motion to return to open session. **Commissioner Reilly moved to end the Executive Session and return to the Regular Meeting at 7:31 p.m. Motion seconded by Commissioner Ruvoli. Motion passed by a voice vote.**

17. ADJOURNMENT – **President Barz asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of February 12, 2019 at 7:32 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