

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS REGULAR
MEETING TUESDAY, APRIL 9, 2019
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 Feehery
Commissioner Bickett
Commissioner Rak (*joined at 6:35 p.m.*)
Commissioner Schedin
ABSENT: Commissioner Ruvoli

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.

A. Approval of the Regular Meeting Minutes of March 12, 2019

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

Aye: (4) Schedin, Reilly, Bickett, Barz,
Nay: (0)
Abstain: (1) Feehery
Absent: (2) Ruvoli, Rak

Motion approved

6. APPROVAL OF BILLS –. President Bar asked for a motion to approve the **February Accounts Payable and Payroll in the amount of \$169,510.02 - which includes travel and Lodging expenses.** Lisa highlighted several bills. (*joined at 6:35 p.m.*)

Commissioner Feehery made a motion to approve the March, 2018 Accounts Payables and Payroll in the amount of \$169,510.02 as presented. Commissioner Reilly seconded the motion. A roll call vote was taken.

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

Motion approved

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE – Claire Kassitas, a Lincoln Way East student addressed the Board. She is requesting that the name of the park, Indian Boundary be changed as part of a class assignment. She states that the name is inaccurate because Frankfort does not lie on the actual boundary and racist. Claire suggested Old Plank Trail Park or Keokuk Park for a new name. She was asked if she had reached out to any Native Americans to get their input on the name, she had not but will do so. The Board will take the suggestion under advisement and get back to her.

8. PRESIDENT'S REPORT –

- President Barz reminded the Board that the elections of officers is in May.
- Stacey, Gina and President Barz will attend the Parks Day in Springfield April 30th.
- He and Gina met with Will County regarding the cell tower.
- As this was the last full meeting for Katy Rak and Brian Feehery, he thanked them for their service to the Park District and the community.
- He noted that there are a few positions open for employment and asked if anyone had suggestions of someone to fill them that they contact Gina or Ed.
- He reminded everyone that the Fort Frankfort cleanup will be held on April 27th, Earth Day.
- President Barz noted that staff volunteered for the LWSRA Wheelchair Basketball Tournament recently.

9. EXECUTIVE DIRECTOR REPORT

- A. Approve Fund Transfer – Annually the District transfers funds from the Special Recreation Fund to cover costs that are related to providing special recreation services. Funds are transferred from the Special Recreation Fund for expenses that were charged to the General and Recreation Fund. For FY 18/19, the expenses that require a transfer total \$30,750. Fund Transfers require Board approval. President Barz asked for a motion to approve the transfers.

Commissioner Reilly made a motion to approve a transfer of \$20,750 to the General Fund and \$10,000 to the Recreation Fund from the Special Recreation Fund for Fiscal Year 18/19. Commissioner Reilly seconded the motion. A roll call vote was taken.

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

Nay: (0)

Abstain: (0)

Absent: (1) Ruvoli

Motion approved

- B. Approve Contract with Mr. David's for Flooring – The existing floor is lifting and poses a safety issue. Staff has evaluated several options. It was recommended that a moisture test be conducted and it determined there is 99% moisture in the subsurface. The moisture problem can be mitigated by installing a moisture barrier for. The cost would be \$54,513. It is also being recommended that the foyer be carpeted to help contain moisture and salt from being tracked in. The Staff is recommending Mr. David Flooring, in the amount of \$67,226 for both the Founders Room and the Foyer. A portion of the costs would be allocated to the ADA Fund. President Barz asked for a motion to approve the installation of the flooring. Discussion was held.

Commissioner Schedin made a motion to approve the removal of the tile and installation of moisture mitigation and new tile from Mr. David's Flooring for the Founders and north vestibule room in the amount of \$54,513. Commissioner Feehery seconded the motion. A roll call vote was taken.

Aye: (3) Schedin, Feehery, Rak

Nay: (3) Bickett, Reilly, Barz,

Abstain: (0)

Absent: (1) Ruvoli

Motion Failed

Discussion was held regarding the failed motion. President Barz asked for a motion to approve the flooring with the addition of the foyer.

Commissioner Reilly made a motion to approve the removal of the tile and installation of moisture mitigation and new tile from Mr. David's Flooring for the Founders and north vestibule room, and front foyer, in the amount of \$67,226. Commissioner Feehery seconded the motion. A roll call vote was taken.

Aye: (3) Feehery, Reilly, Barz

Nay: (3) Bickett, Rak, Schedin

Abstain: (0)

Absent: (1) Ruvoli

Motion Failed

President Barz asked the Commissioners to give Gina and Ed feedback during the next week on how to proceed as the floor must be replaced for safety.

Approve Investment of Bond Proceeds – The 2019 bond series have been sold. Staff anticipates the proceeds being wired to the bank on April 10th. In an effort to have clear separation of the bond revenue, staff is setting up a separate account for the proceeds. The 2019 bond series generated \$1,785,314.02. Following the prepayment of the Laraway payments, bond interest payment and fees for the sale, the District will receive \$1,452,100.40. Staff recommends that the bond proceeds are invested until the completion and review of the facility assessment plan. Per the District's policy, all investments require Board approval. Staff recommends the following:

- 1) The funds would be received at Town Center Bank, into a Platinum Money Market account titled "FF Park District Bond Account" interest 1.5% good through 6/30/19
- 2) Once received, \$1,000,000 would be transferred to a CD at Town Center Bank for a longer term investment with rates of 2.6% -3% for 14 to 38 months.
- 3) \$350,000 would be invested into a money market at Old Plank Trail, under "FF Park District Bond 2019" rate is being determined.
- 4) The remaining funds, \$102,100.40 would stay at Town Center Bank in the Money Market to be used for the Bond projects.

Town Center Bank will pledge securities from a third party vendor to insure all account balances 100%. Discussion was held. President Barz asked for a motion to approve the Fund Transfer.

Commissioner Bickett made a motion to approve the investments outlined above which includes deposits and investments of \$1,102,000.40 with Town Center Bank and \$350,000 with Old Trail Bank with no expenditures to be made until brought before the Board for approval. Commissioner Rak seconded the motion. A roll call vote was taken.

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

Nay: (0)

Abstain: (0)

Absent: (1) Ruvoli

Motion Passed

- Executive Director Hassett told the Board that there has been no further communication with the developers of the proposed Cedarhurst development. Staff is aware that the developer is holding stakeholder meetings with the HOA groups that about the site.
- There were no bids received on the Laraway Road property. Sealed bids were due April 2nd.
- Two full time staff members from the Buildings and Grounds crew are out due to injuries and not expected back until mid-June.
- The Five Oaks Park Site is being held by a land trust and they are planning on turning over the site. Staff is monitoring the situation. No immediate plans are being made to build out the park.

10. COMMITTEE REPORTS

- A. Special Recreation – Director Hassett
 - Gina noted that the Wheelchair Tournament held in March hosted by LWSRA was a great event and she and some of the staff volunteered. It was a very successful event and brought in donations and proceeds.
- B. Building and Grounds Report –Ed Newton/Commissioner Reilly
 - Due to the injuries of 2 employees, Ed’s department is trying to keep up with all the work. Applications are being sought for part time seasonal employments.
 - The parks have been prepared for the spring. Water has been turned on, tennis nets put up and garbage cans put out.
 - Ed and his staff have been doing controlled burns at the ponds. They removed and treated the undesirable brush.
 - A dozen stumps have been removed.
 - Heritage Knolls project has been completed. Staff has been seeding.
 - Gina noted that pond spraying is being evaluated to be contracted out to a vendor.
- C. Recreation – Superintendent Proper/Schedin
 - The Summer Brochure is at the printer and is available online. Registration will begin on April 22 for residents and April 29th for non-residents.
 - Over one hundred children are enrolled for the Outdoor Spring Soccer League that started tonight.
 - Bunny events are happening this coming weekend. A volunteer group from Target are donating and helping with the egg hunt.
 - Earth Day events will be held on April 21st at Main Park.
 - The Warriors program is still in discussions.
 - The Short Run on a Long Day route has been approved. The Village called to discuss Liquor Licenses.
 - 1) Public Relations – Director Hassett/Julie Sullivan
 - A spreadsheet showing the publicity, news articles and social media mentions and posts was included in the Board’s packets.
 - Julie has been working very hard to get sponsors for the spring and summer events.
- D. Planning Report – Director Hassett/ Commissioner Feehery –None
- E. ATTORNEYS REPORT – None

11. UNFINISHED BUSINESS

12. COMMISSIONER COMMENTS/ANNOUNCEMENTS

- Commissioner Schedin wished everyone Happy Spring. He thanked Commissioners Rak and Feehery for their contributions and collaborations with the Board.
- Commissioner Reilly said it has been an honor to work with Commissioners Rak & Feehery and thanked them for their contributions.
- Commissioner Bickett told the staff they are doing an awesome job. He thanked Commissioner Feehery for ‘coaching’ him and wished Brian and Katie well.
- Commissioner Rak indicated that she will attend Earth Day. She said that she enjoyed her time on the Board and will miss it.
- Commissioner Feehery noted that he served on the Board for 10 years, he is proud to have served and it is a part of who he is.

13. ADJOURNMENT – ***President Barz asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of April 9, 2019 at 7:33 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