

FRANKFORT PARK DISTRICT
BOARD OF COMMISSIONERS REGULAR
MEETING TUESDAY, JUNE 11, 2019
140 OAK STREET, FRANKFORT, IL 60423

MINUTES

1. CALL TO ORDER

President Barz called the meeting to order at 6:33 p.m.

2. ROLL CALL

PRESENT: Commissioner Barz
Commissioner Ruvoli
Commissioner Schedin
Commissioner Bickett (*joined 6:40 p.m.*)

ABSENT: Commissioner Reilly

ALSO PRESENT: Executive Director, Gina Hassett; Stacy Proper, Supt. of Recreation; Edward Newton, Supt. Building & Grounds; Lisa Slattery, Business Manager; and Mary Strand, Recording Secretary.

GUESTS: Phil Simmons, Operation Playground.

3. PLEDGE OF ALLEGIANCE

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.

- A. Approval of the Regular Board Meeting Minutes of May 14, 2019**
- B. Approval of the Executive Board Meeting Minutes of May 14, 2019**
- C. Approval of the Committee Minutes Meeting of May 28, 2019**
- D. Approval of the Executive Board Meeting Minutes of May 28, 2019**

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

Aye: (3) Ruvoli, Schedin, Barz

Nay: (0)

Abstain: (0)

Absent: (2) Bickett, Reilly

Motion approved

(Commissioner Bickett joined at 6:40 p.m.)

6. APPROVAL OF BILLS (financial reports attached) – President Bar asked for a motion to approve the **April Accounts Payable and Payroll in the amount of \$187,359.85 - which includes travel and Lodging expenses.** Lisa highlighted several of the larger bills. Questions from the commissioners were explained.

Commissioner Ruvoli made a motion to approve the April, 2018 Accounts Payables and Payroll in the amount of \$187,359.85 as presented. Commissioner Schedin seconded the motion. A roll call vote was taken.

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

Motion approved

7. CITIZENS COMMENTS AND/OR CORRESPONDENCE –

8. PRESIDENT'S REPORT –

- President Barz thanked the staff for all of their hard work during the recent rains and employee absences.
- The garden plots are almost all planted. The ground was very hard to work with.
- The Kohlhagen Party in the Park was very well attended and the weather cooperated.
- President Barz will not be able to attend the Short Run on a Long Day.
- He thanked the staff for all the efforts put into resolving the annexations of property to the District that were somehow not annexed at the time that the Village added them. They will bring in additional tax revenue.

9. EXECUTIVE DIRECTOR REPORT

- A. Approval of Annexation Ordinances – There are 5 Ordinances with 12 parcels to be annexed to the Frankfort Park District.
 Ordinance NO: 19-6 RDW Land Company Properties
 Ordinance NO: 19-6A C. Ted Nelson Residence – 23953 S. Harlem Avenue
 Ordinance NO: 19-6B Robert D. Watson III Property – P.I.N. 21-14-06-300-005-0000
 Ordinance NO: 19-6C Robert D. Watson III Property – P.I.N. 21-14-08-300-007-0000
 Ordinance NO: 19-6D Robert D. Watson III Property – P.I.N. 18-10-06-200-001-0000
 There are additional parcels that Gina is working with the attorney to annex them at a later date. These annexations were discussed in Committee. Discussion was held.

Commissioner Schedin made a motion to approve Ordinances #19-6, 19-6A, 19-6B, 19-6C and 19-6D as presented. Commissioner Ruvoli seconded the motion. A roll call vote was taken.

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

Motion approved

- B. Approval of Agreement with Operation Playground Pickleball Court Project – Operation Playground Foundation (“Foundation”) has requested approval to convert the skate park pad at Commissioners Park into 3 pickleball courts. In addition the Foundation is asking that the Park District pay for the cost and the Foundation would repay the cost over a three year period. The proposed site plans and agreement were included in the Board's meeting packets. If approved, the staff would work with Design Perspectives to bid out the project and proceed with construction. The goal would be to complete the project by early fall 2019. Phil Simmons noted that he is happy to offer this activity to all demographics. He wants to be involved in the planning. He feels that by offering some amenities, this is an opportunity to stand out in surrounding communities. Maintenance, Pros and Cons were discussed. Some skate park equipment will be used elsewhere others in storage.

Commissioner Bickett made a motion to approve the Agreement with Operation Playground Foundation for the pickleball courts as presented. Commissioner Schedin seconded the motion. A roll call vote was taken.

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

Motion approved

- C. Approval of Warrior Affiliate Agreement – In order to transition the Warriors youth travel basketball program to a parent run program, the Board has the opportunity to provide them Affiliate Status. The Affiliate Agreement will allow the parent run organization to still have a relationship with FPD. A new template for athletic organizations has been drafted and the goal is to modify the existing agreements with the other youth athletic organizations. The Draft Agreement was part of the Board's meeting packets. Concerns were raised by the Warriors. On page 10 item **vi. 3** change the word "required" to "recommend". Page 3 **I.** change "85%" to "80%". Discussion was held and the general consensus was to accept the changes. The agreement is for only one year and can be tweaked next year.

Commissioner Ruvoli made a motion to approve the Affiliate Agreement for the Warriors Youth Basketball for a term of one year based upon the changes discussed. Commissioner Schedin seconded the motion. A roll call vote was taken.

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

Motion approved

- D. Appointment of Assistant Secretary – Commissioner Rak was the Board Secretary and is no longer a commissioner on the Board. Give that there are Ordinances on the agenda, in order for them to be filed they must be signed by the Secretary. The Park District Code allows for the appointment of an "assistant secretary" who may perform the duties of secretary when the secretary is unable to. Since officer elections will not be held until July 2019, it is staff recommendation to appoint the Executive Director as the Assistant Secretary. The Assistant Secretary can stay in that position even after the secretary is appointed in July. Discussion was held. President Barz asked for a motion.

Commissioner Ruvoli made a motion to approve the appointment of Gina Hassett as the Assistant Secretary of the FPD Board. Commissioner Schedin seconded the motion. A roll call vote was taken.

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

Motion approved

- Staff – Gina will know Friday when the Maintenance Foreman will be able to return off of Disability. It is estimated that another employee will be out until late fall.

10. COMMITTEE REPORTS

- A. Special Recreation – Director Hassett
- Gina noted that many FOIA requests have been submitted by a Frankfort resident to LWSRA. All have been answered, but some of the requested information is not available because it is not tracked.
- B. Building and Grounds Report –Ed Newton/Commissioner Reilly
- Rain has been a big factor that affects all aspects of this department. Staff is still

trying to keep up with the mowing. Field use by the organizations is trying to keep on their schedules.

- Asphalt work was completed at Main Park and butternut.
 - Staff is preparing for work to be done at Indian Boundary Park for the Judy Herder Pump Track dedication.
 - District staff is spraying playground and park sites for weeds. Mosquito spraying is done by the Village and Gina will check to see if the Robocalls by the Village are reaching everyone.
 - The potholes at Commissioners Park need to be filled.
- C. Recreation – Superintendent Proper/Schedin
- The Summer Programming starts this week. 49 children are enrolled in the Summer Day Camp.
 - The Parent Open House for the Day Camp went well.
 - The Splash Park opened up Memorial Day weekend.
 - Preschool registration is going well. Morning classes are full and afternoon are starting to fill up. The staff per children was discussed.
 - The Party in the Park was June 10th. It was well attended.
 - The Garage Sale had 109 registered sellers, last year there were 96.
 - The 19th annual Short Run on a Long Day is June 19th in 2019. 258 runners are registered. Volunteers are needed.
- 1) Fundraising & Community Outreach – Director Hassett/Julie Sullivan
- Julie has been working with the vendors who are participating in the Short Run. Stacy asked the Village to spray for mosquitos for the race.
 - Julie is working on the sponsorship for 4th of July and Beer tasting.
- D. Public Relations – Director Hassett/Commissioner Bickett
- A spreadsheet showing the publicity, news articles and social media mentions and posts was included in the Board's packets.
 - Copies of articles and press were in the Boards packets.
- E. Planning Report – Director Hassett/ Commissioner Feehery – None

11. ATTORNEYS REPORT – Attorney Izzo- None

12. UNFINISHED BUSINESS - None

13. COMMISSIONER COMMENTS/ANNOUNCEMENTS

- Commissioner Schedin told everyone that the parks are looking fantastic and complimented the staff on a great job.
- Commissioner Bickett reminded everyone, as full disclosure, that he is a Frankfort Baseball Board member.
- Commissioner Ruvoli told Stacy that he will volunteer for the Short Run event. Heritage Knolls has been being used a lot. Mowing around the parks does look good. He has noticed more articles in print to promote the District.

14. ADJOURNMENT – ***President Barz asked for a motion to adjourn the Frankfort Park District Board of Commissioners Regular monthly meeting of June 11, 2019 at 7:36 p.m. Commissioner Ruvoli so moved and Commissioner Schedin seconded the motion. Hearing no objections all present voted Aye. Motion passed by a voice vote.***

Respectfully submitted,

Mary T. Strand
Board Minutes Secretary