

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

April 18, 2013

The following are Minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Park District Administration Building, 7540 W. Braemar Lane, Frankfort, Illinois.

I. Call to Order

The Meeting was called to order at 7:00 p.m.

II. Pledge of Allegiance

III. Roll Call

Present were: Ken Blackburn, Pam Kohlbacher, Dave Macek, Craig Maksymiak, Brian Mulheran, and Jeff Roach

Absent was: Anthony Granata

IV. Public Input

No members of the public were present for input.

V. Correspondence

A. Appreciation

1. Email received from David Geekie, candidate for the April 9, 2013 Consolidated Election, expressing appreciation for support during the election process, and favorably commenting on all aspects of the park district.

VI. Presentation of the March 21, 2013 Board Meeting Minutes.

Dave Macek made Motion 13-928 to accept the March 21, 2013 Board Meeting Minutes as presented. Brian Mulheran seconded. Vote on Motion: 5 in favor, Jeff Roach abstained. Motion carried.

VII. Legal Report

Board Members received a preliminary draft of a drug and alcohol policy for initial review and comment. Jim Randall is investigating a revision to the policy presented, and anticipates a copy could be available for Board consideration at the May Board Meeting. A full discussion ensued, and once finalized and approved, the drug and alcohol policy would be incorporated into the Personnel Handbook and distributed to all staff.

VIII. Treasurer's Report

On behalf of the Board of Commissioners, President, Ken Blackburn accepted the March Treasurer's Report, pending audit.

Dave Macek made Motion 13-929 to accept the Accounts Payable Listing, pending audit. Craig Maksymiak seconded. Motion carried.

Jim Randall reported a projected end of fiscal year balance of \$100,000, with initial tax proceeds distributed in mid-May. In order to ensure all obligations will be met, the sale of 2012 Corporate Purposes Taxable Tax Anticipation Warrants, in the amount of \$250,000 will be completed, with a scheduled closing date of April 29, 2013, per Board authorization, (*ref. March 21, 2013 Minutes, Section VII. – Legal Report, Motion 13-921*).

Jim Randall presented the Final Draft of the 2013/2014 Operating Budget, a copy of which was provided to Board Members for review prior the April meeting, and requested consideration of same.

Craig Maksymiak made Motion 13-930 authorizing the adoption of the 2013/2014 Operating Budget as presented. Dave Macek seconded. Motion carried.

IX. Executive Director's Report

Jim Randall extended congratulations to all elected incumbents, following the April 9, 2013 Consolidated Elections. The Will County Clerk's Office will canvass the election and provide official results by April 30, 2013, and the Oath of Office will be delivered during the May 16th organizational Board Meeting.

Jim Randall reported that the Gold Medal application is available for review online at the park district's website, www.fspd.org.

The golf course is doing well, and improving weather conditions will increase play. Jim Randall is pleased with the changes to A La Cart Family Diner, noting the new menu and better qualified staff equate to an improved offering.

Improvements to the Union Creek #5 infield are ongoing, but recent rainy weather has hampered progress. Drainage problems were addressed and eliminated last fall, and the grade was increased by 4 inches.

X. Committee Reports

A. Maintenance

Normal seasonal maintenance has been delayed due to cold, wet weather conditions.

The first mowing of prime athletic fields was completed on April 17th.

B. Beautification and Natural Areas

Julie Arvia, Superintendent of Beautification and Natural Areas, and her crew, assisted by maintenance personnel, conducted a successful spring burn season.

The annual Earth Day Celebration, held on Saturday, April 13th, was well received.

C. Recreation

Interest in summer programs has been low, but as the season approaches, Jim Randall is confident registration numbers will improve.

D. Early Childhood

Jim Randall noted that the Early Learning Center preschool may include a full day class for older four year old students, per feedback received from parents.

E. Internet and Technology

No report

F. Special Recreation

The Frankfort Square Park District has experienced the lowest budget reduction, 3%, of all other SSSRA member agencies, with the average reduction reported as 20%. Jim Randall further noted that the SSSRA financial status remains strong.

G. Finance and Planning

The levy edit report received from Cook County was based on a \$350,000 level, due to an oversight wherein the annual abatement ordinance, although approved, was not properly filed with Cook County. Chapman and Cutler will complete the filing with the Cook County Clerk's Office and a corrected report will be forthcoming.

H. Township Planning Commission

No report

I. F.A.N.

The March F.A.N. report reflected record numbers of participation.

J. Golf Course

Inclement weather conditions resulted in decreased play at Square Links, but Jim Randall is pleased with the overall direction of the operation.

K. Office

No report

L. FOIA

Jim Randall reported that no FOIA requests were received over the past month.

XI. Old Business

No old business was discussed.

XII. New Business

Jim Randall sought a general consensus by the Board to consider allowing bikes in the skate park on a trial basis. The design of the park allows for mixed use, and removal of the circular gate would enable bike access. The Board agreed to allow bike access, and signage will note that any increase in vandalism will result in discontinuation of bike use at the facility.

Jim Randall will complete a thorough analysis to define park district positions, and set salary ranges.

IX. Adjournment

Dave Macek made Motion 13-931 to adjourn the meeting at 7:28 p.m. Brian Mulheran seconded. Motion carried.

Respectfully submitted:

Linda Mitchell