

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

April 17, 2014

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 7:30 p.m.

II. Pledge of Allegiance

III. Roll Call

Present were: Ken Blackburn, Anthony Granata, Jim Kohlbacher, Dave Macek, Craig Maksymiak, Brian Mulheran, and Joe Vlosak.

Also present was: Rob Bush, Attorney, Ancel Glink, Diamond & Bush

IV. Public Input

Mr. Randall introduced Mr. Bush, noting he has been involved in park district matters for many years, representing the FSPD during the water fight, working on personnel issues and the handbook, and has been increasingly called upon to provide legal opinion on specific issues.

Mr. Bush addressed the members of the Board, detailing the history of his firm, and their involvement in the formation of PDRMA where they serve as special corporate counsel.

Mr. Bush is well versed in park district law and authored the Illinois Park District Law Handbook for the IAPD, which is now in the 6th edition.

Mr. Bush and his firm can handle all park district needs, i.e. employment, environmental, general corporate, and unemployment issues. Immediate needs are addressed, all requests are met with a quick response, and Mr. Bush or his associates are immediately accessible, and if considered to serve as the FSPD legal representative, no other outside expertise would be necessary.

V. Correspondence

A. Appreciation

1. Photo display presented to Julie Arvia, Park Naturalist, by Girl Scout Troop 448 in appreciation for numerous program/volunteer opportunities that were provided to their group through the park district's Nature Center.

VI. Presentation of the March 20, 2014 Board Meeting Minutes.

Dave Macek made Motion 14-1007 to accept the March 20, 2014 Board Meeting Minutes as presented. Brian Mulheran seconded.

Vote on Motion: 6 in favor, Ken Blackburn abstained. Motion carried.

VII. Legal Report

Jim Randall reported that Rob Bush, attorney for Ancel, Glink, Diamond and Bush has been an invaluable resource, and noted that the Board will be deciding on legal representation during the May 15th Board Meeting.

VIII. Treasurer's Report

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

Craig Maksymiak made Motion 14-1008 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

Jim Randall presented the Final Draft of the 2014/2015 Operating Budget, a copy of which was provided to Board Members for review prior the April meeting, and requested consideration of same.

Joe Vlosak made Motion 14-1009 authorizing the adoption of the 2014/2015 Operating Budget as presented. Anthony Granata seconded. Motion carried.

Joe Vlosak asked if the actual numbers could be reflected in the budget comparison. Mr. Randall noted it can be included and further noted that Craig Maksymiak is working on a record of individual line items that will provide a historical record of park district income/expenses and improved budget tracking.

IX. Executive Director's Report

Jim Randall reported that the park district instituted a smoke-free rule for staff, providing specific areas for employees to smoke during break times only, and further noted that per state law, use of tobacco products in publicly-owned vehicles is prohibited.

There was damage to fitness stations at Arbor Park, and a property loss claim was filed with PDRMA.

The golf course fence, damaged during a November, 2013 storm, was repaired, and the district was reimbursed through PDRMA.

Mr. Randall reported on the following projects that will be addressed at the start of the next fiscal year, which begins May 1st. All projects were included in the approved Operating Budget and do not require Board action:

- Community Center roof repair: \$20,000
- Community Center and golf course parking lot repair/resurfacing: \$20,000
- Bioswale installation: \$2,000
- Island Prairie boardwalk extension: \$10,000 if approved for grant funding/\$20,000 if unfunded
- Equipment purchase (mower): \$12,289 with trade in

- Equipment purchase (trailer): \$4,000 with trade in
- 40th anniversary event and fireworks: \$25,000
- Community Center garage floor re-surface: \$20,000
- Tree planting-re-forestation due to ash tree loss-\$5,000-\$10,000 annually
- ADA projects \$12,000 annually over 5-year period

X. Committee Reports

A. Maintenance

Two major vehicle repairs, totaling \$12,000 were recently completed, a plow truck's electric system and brakes, and a rear seal and brake job on a tractor.

A park district employee was terminated, and additional detail can be discussed during this meeting's Executive Session, if necessary.

A 4-passenger golf cart was ordered, and in addition to use at the golf course, it can be available to transport individuals that require assistance during special events.

B. Beautification and Natural Areas

Prescribed burns have been minimal due to wet and windy spring conditions.

Norine Tyler, long-time park district employee, tendered her resignation.

C. Recreation

Summer program registration has been at or above last year's levels.

D. Early Childhood

Enrollment for the 2014/2015 school year is lower than the previous school year.

E. Internet and Technology

Jim Randall reported that there have been struggles with the new IT equipment, but advancements are being made.

F. Special Recreation

Jim Randall reported on concerns that SSSRA Board Members have discussed lowering non-resident participation fees. This action would defeat the purpose of membership, and Rob Bush provided a legal opinion regarding this matter.

A second concern is the elimination of the HRA benefit for SSSRA staff members and the increased cost of health insurance. The proposed 5% employee contribution and HRA benefit loss would equate to a decrease in the employees' annual income, and could jeopardize retention of a quality staff. Audrey Marcquenski, the FSPD representative on the SSSRA Board, has corresponded with fellow members, provided them with documentation, and presented a motion to reverse this previous decision.

G. Finance and Planning

As previously noted in Section VII, Treasurer's Report, Commissioner Craig Maksymiak has been working with Jim Randall to complete a 5-year line item summary to provide improved budget tracking.

H. Township Planning Commission

No report

I. F.A.N.

Jim Randall reported that participation in the F.A.N. program remains strong.

J. Golf Course

April revenue improved over April, 2013.

The faulty kegerator will be returned, and a replacement will be installed.

K. Office

No report

L. FOIA

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

XI. Old Business

Commissioner, Joe Vlosak provided the following input on the Master Plan document:

- Page 36, the 2000 Census reflects 31.7% with some college or Associate's Degree, while the 2010 census reflects only 8.7% for the same category.
- Page 128, the golf course parking lot is not listed.

Jim Randall noted the document is preliminary, and staff are working with the Village of Frankfort GIS intern to complete and consolidate the Master Plan maps.

The park district will re-apply for OSLAD grant funding of the Community Park improvements. The 2013 application was denied, and it is hoped that the current Master Plan and changes from fitness equipment to a horseshoe stadium, bag toss games, pickle ball, or paddle tennis, as new opportunities for the older demographic.

The park district will receive notification on or about May 19th, regarding Gold Medal finalist status.

Jim Randall asked Board Members to contact him if interested in attending the 2014 NRPA Congress in Octobers.

XII. New Business

No new business was discussed.

XIII. Executive Session

No business was brought before the Board that would require an Executive Session.

IX. Adjournment

Dave Macek made Motion 14-1010 to adjourn the meeting at 8:20 p.m. Anthony Granata seconded. Motion carried.

Respectfully submitted:
Linda Mitchell