

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

October 23, 2014

The following are Minutes of a rescheduled 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.

IV. Public Input

No members of the public were present for input.

V. Correspondence

A. Complimentary

1. Note received from Operation Playground, a volunteer organization based in Frankfort, thanking the park district for its donation of a Square Links foursome of golf and two power carts in support of their golf outing fundraiser.
2. Email received from Old Plank Trail Community Bank, expressing appreciation for the donation of golf carts for their annual 5K event, "Pant for the Pantry", that raises funds/supplies, with all proceeds going to the New Lenox Township Food Pantry.
3. Letter from SSSRA, thanking the park district for its continued support and assistance with their annual Oktoberfest event.
4. Letter received from LWHS 210 Foundation for Educational Excellence, thanking the park district for confirming a gift basket donation in support of their annual dinner gala.

VI. Presentation of the September 18, 2014 Board Meeting Minutes.

Dave Macek made Motion 14-1057 to accept the September 18, 2014 Board Meeting Minutes as presented. Brian Mulheran seconded, Brian Mulheran abstained. Motion carried.

VII. Legal Report

Jim Randall, presented Ordinance No. 14-10-282 an ordinance providing for the issue of \$106,000 General Obligation Limited Tax Park Bonds, Series 2014, for the purpose of providing the revenue source for the payment of certain outstanding alternate bonds of the district, and providing for the levy of a district annual tax to pay the principal and interest on said loans, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting, and requested consideration of same.

Dave Macek made Motion 14-1058 to adopt Ordinance No. 14-10-282 as presented. Brian Mulheran seconded. Motion carried.

Jim Randall presented Ordinance No. 14-10-283, an Ordinance abating the tax hereto levied for the year 2014 to pay principal and interest on certain outstanding alternate bonds of the district, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting, and requested consideration of same.

Anthony Granata made Motion 14-1059 to adopt Ordinance No. 14-10-283 as presented. Dave Macek seconded. Motion carried.

Jim Randall presented Resolution No. 14-10-13, a Truth in Tax Resolution a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting, and requested consideration of same.

Dave Macek made Motion 14-1060 to adopt Resolution No. 14-10-13 as presented. Brian Mulheran seconded. Motion carried.

Jim Randall requested Board consideration to renew the Square Links Class D liquor license, at county and state levels. Sales of alcohol have provided a good revenue stream, and there have been no issues due to the sales.

Anthony Granata made Motion 14-1061 approving renewal of the Square Links Class D liquor license through Will County and the State of Illinois, as requested. Dave Macek seconded. Motion carried.

VIII. Treasurer's Report

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

Craig Maksymiak made Motion 14-1062 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

IX. Executive Director's Report

Installation of the second bridge at the golf course is scheduled for completion in November.

The storage garage, located at the Administration Building, is complete.

Vandalism, in the form of graffiti and gang symbols, have been reported at Champions Park.

The SHSD 161 School Board approved the purchase and installation of a surveillance camera system at Frankfort Square School. Jim Randall will be meeting with Barb Rains, Superintendent, and Jim Jakubowski, Building and Grounds Superintendent, to discuss implementation.

Cardno JFNew provided a draft copy of the Native Management Plan. The document is under review and a final copy will be presented to the Board in November or December.

The ADA evaluation report is underway. A working document was received, and projects will be prioritized, determining what needs to be addressed in the future. Jim Randall noted that projects will be completed as needed.

The order was placed for golf carts, approved for purchase during the September 18, 2014 Board Meeting, *ref. Sect. X., Committee Reports, Motion 14-1052.*

Purchase of the vacuum brush, also approved for purchase during the September 18, 2014 meeting, was put on hold, and may be reevaluated in the next fiscal year.

Although the park district did not receive the Gold Medal Grand Plaque Award during the NRPA Congress, the experience was valued by staff. Jim Randall led a discussion regarding adopting a sustainable approach for future NRPA Congress attendance, such limiting the number of attendees, and rotating staff.

Jim Randall discussed conducting park district workshops as a means to ensure staff and Board Members are reflecting the community's point of view in all areas of operation. A calendar of potential dates will be forwarded to Board Members in November, with plans to schedule the workshops in January or February, 2015.

The annual audit was received, and necessary filings will be completed. Jim Randall may ask the Board to consider contracting a different CPA firm for future audits, and will pursue proposals from various firms prior to the first of the year.

Jim Randall was invited to present the park district's Community Park Redevelopment plan to the IDNR in Springfield. If approved for grant funding, the park district would not be required to fund the project up front with a short term installment contract, which will simplify the process.

Jim Randall offered the following updates on the June 17, 2014 mower accident:

- The park district will be selling the mower involved in the June 17, 2014 accident.
- The IDOL citation issue has been resolved with citations vacated 100%. Additional safety restraint training will be implemented upon receipt of materials from IDOT.
- Initially, \$5,000-\$6,000 was expended by the park district. No additional legal fees are anticipated, as PDRMA will cover all future costs.

X. Committee Reports

A. Maintenance

Parks and facilities are being winterized.

The Frankfort Square Baseball League added batting cages to the Union Creek baseball field complex. They are also interested in constructing a storage garage at Union Creek, and a smaller unit at Hunter Prairie Park. Jim Randall assisted the organization by seeking proposals, but the facilities will be added independent of the park district.

B. Beautification and Natural Areas

As previously noted, the Native Management Plan was received, and Jim Randall and Julie Arvia, Park Naturalist, are reviewing the document.

Julie Arvia has been planning nature programs for the upcoming winter/spring brochure.

C. Recreation

The winter/spring brochure will go to the printer on November 24th, and will be delivered to residents on or about December 11th.

The Dog Obedience classes have been going well, with strong attendance in all sessions.

D. Early Childhood

Final preparations are underway for holiday celebrations and the annual Christmas show, to be held on December 15th at the Lincoln-Way North Performing Arts Center.

The district's Wellness Committee is working with the BAS program to provide nutritious snacks and develop movement activities. A contest will be included in the winter/spring brochure that invites residents to submit healthy snack recipes, with \$50 monetary prizes awarded to the top five favorite submissions, as judged by the BAS children.

E. Internet and Technology

The newly designed park district website will be launched by January 1st.

F. Special Recreation

Talks about a building addition are proceeding slowly.

G. Finance and Planning

Jim Randall began working on the annual budget process.

H. Township Planning Commission

Anthony Granata reported that no meetings were conducted over the past month.

I. Summit Hill School District 161 Workshop Committee

Dave Macek reported that the committee discussed enhanced physical education, fitting more gym activities into each the day.

Dave Macek may consider serving on an insurance sub-committee.

J. F.A.N.

Lincoln-Way Community High School recently changed their policy regarding the free Lap Swim Program. This change does not impact the park district's F.A.N. program, but does affect District 210 residents. Talks are underway to have the park district manage a morning session, enabling limited swimming pool access.

The park district will be increasing marketing opportunities for the F.A.N. and various programs to encourage awareness and participation.

K. Golf Course

After November 1st, the course will open as weather permits. If there is inclement weather five days in a row, it will close for the season. The restaurant will close for the season on October 31st.

L. Office

The new biometric payroll system will be activated on November 24th.

M. FOIA

No report

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Executive Session

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

XIV. Adjournment

Dave Macek made Motion 14-1063 to adjourn the meeting at 8:17 p.m.
Anthony Granata seconded. Motion carried.

Respectfully submitted:
Linda Mitchell