

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
October 15, 2015

The following are Minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Frankfort Square Park District Administration Building, Room 204, 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, and Joe Vlosak.

Absent was: Brian Mulheran

IV. Public Input

No members of the public were present for input.

V. Correspondence

A. Appreciation

Letter from the Lincoln-Way High School Foundation for Educational Excellence foundation, expressing appreciation for the Park District's donation of a Square Links golf course pass for the 2016 season, in support of their annual dinner gala fundraiser.

Thank you note received from Frankfort's Operation Playground Foundation for the donation of a foursome of golf and two power carts in support of their annual golf outing fundraiser.

VI. Presentation of the August 20, 2015 and September 17, 2015 Board Meeting Minutes.

Craig Maksymiak made Motion 15-1134 to accept the August 20, 2015 and September 17, 2015 Board Meeting Minutes as presented. Dave Macek seconded. Vote on Motion: 5 in favor, Anthony Granata abstained. Motion carried.

VII. Legal Report

Jim Randall, presented Ordinance No. 15-10-289 an Ordinance providing for the issue of \$106,000 General Obligation Limited Tax Park Bonds, Series 2015, for the purpose of providing the revenue source for the payment of certain outstanding alternate bonds of the district, providing for the levy of a district annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to Old Plank Trail Community Bank, 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 15-1135 to adopt Ordinance No. 15-10-289 as presented. Joe Vlosak seconded. Motion carried.

Jim Randall presented Ordinance No. 15-10-290, an Ordinance abating the tax hereto levied for the year 2015 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.

Dave Macek made Motion 15-1136 to adopt Ordinance No. 15-10-290 as presented. Craig Maksymiak seconded. Motion carried.

Jim Randall presented Resolution No. 15-10-14, 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.

Anthony Granata made Motion 15-1137 to adopt Resolution No. 15-10-14 as presented. Joe Vlosak seconded. Motion carried.

Jim Randall requested Board consideration to renew the Square Links Class D liquor license, at county and state levels.

Anthony Granata made Motion 15-1138 approving renewal of the Square Links Class D liquor license through Will County and the State of Illinois, as requested. Jim Kohlbacher seconded. Motion carried.

The Park District neither received nor made any requests for information under the Freedom of Information Act.

VIII. Treasurer's Report

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

Commissioner, Joe Vlosak requested clarification on the final column of the Treasurer's Report, and Mr. Randall explained that the amounts listed relates to the annual Operating Budget numbers, per line item, that was approved in April.

Dave Macek made Motion 15-1139 to accept the Accounts Payable Listing, pending audit. Craig Maksymiak seconded. Motion carried.

IX. Executive Director's Report

Jim Randall distributed bound copies of the annual audit, and noted that John Williams, CPA for the independent firm of Hearne & Associates, will attend the November meeting to provide a brief overview of the District's financial statements. Concerns were noted in the advisory letter, and they will be addressed through advanced training.

Mr. Randall presented a template for the proposed 2016 referendum was distributed for Board review, and requested Board direction for same. The Board directed Mr. Randall to move forward with this action, and Park District Bond Counsel, Chapman and Cutler, will prepare the necessary authorizing ordinance for consideration during the November meeting.

Numbers for the capital projects included in the template will be finalized prior to the November meeting, and the list also includes retirement of some debt service. The listed projects will enable the District to maintain existing amenities, and include additional improvements that were identified in the 2014 master plan.

Information regarding the referendum will be included in the winter/spring brochure, and the ballot question will be filed with Will and Cook Counties for inclusion on the March 15, 2016 Consolidated Primary Election.

A minimalistic approach will be taken in promoting the referendum, with information provided to community groups and friends of the District.

The open house event at Mary Drew went well, with School and Park Board Members in attendance.

Jim Randall had no updates regarding Park District use of Lincoln-Way North in the coming year. LWCHSD 210 administration is investigating costs related to keeping the field house and fitness center open. The Park District currently provides a net annual savings of \$36,000 through the provision of athletic field maintenance, and will not offer monetary assistance for future use.

The permit process for the construction of an equipment storage building at the Community Center continues, and Mr. Randall hopes to have a permit within the coming week.

Due to concerns regarding the FSBL's contracted concessionaire service at the Park District-owned concession stand, Mr. Randall will notify the FSBL that all equipment must be removed, and a stronger lease agreement will be drafted to ensure compliance for continued use.

A 190' x 88' ice rink liner, Nice Rink, will be installed at the Union Creek hockey rink this winter. The single season liner will increase playability at this popular facility, and will provide efficiency in maintaining the rink, while eliminating water run off on days when temperatures are above freezing.

X. Committee Reports

A. Maintenance

Parks and facilities will be closing down for the winter season.

B. Recreation

A parent of a soccer program participant expressed concerns regarding the District's offering through Chicago Fire. The District elected to move in this direction, due to challenges in securing volunteer coaches. Mr. Randall has communicated with the individual, and is attempting to schedule a meeting, pending her availability.

Commissioner, Craig Maksymiak, feels recreational sports are losing support, with a trend towards more competitive, private team offerings. Jim Randall noted that lifetime sport opportunities, such as the skate park, hockey rink, Frisbee golf, the golf course, and paths, are generating the most interest, although outside of the golf course, do not generate revenue.

Jim Randall reported that staff will participate in an all-day meeting on Wednesday, October 21st, to discuss all areas of operation, and will brainstorm ways in which the Park District can remain relevant, reinvent itself, provide new and dynamic programming, and find efficiencies.

C. Information Technology

A comprehensive list of projects, completed, pending, and planned, was included with the monthly report, for Board review.

D. Special Recreation

The SSSRA held its annual Oktoberfest at Union Creek Park on October 3rd, and the Park District's maintenance department lent support by providing hayrides, a restroom trailer, and set-up and clean-up assistance.

E. Finance and Planning

Jim Randall reported that he is pleased with the Park District's financial position.

A mid-year evaluation of the budget is underway, due to numerous staff changes and line adjustments. An amended budget will be presented during the December Board Meeting, and will include the capital improvement loan, approved in June, 2015, and may also require interfund transfers.

F. Township Planning Commission

Jim Randall noted that a developer has begun construction of multi-family units at St. Francis and Pine Hill Road, and will provide sewer and water for the adjacent Kiwanis Park baseball fields as their developer donation to the Park District.

G. SHSD 161 Workshop Committee

The School District formed an outreach committee regarding the potential transfer from Frankfort Square School to Mary Drew School, but to date, there is no information regarding this matter.

H. Golf Course

Staff will evaluate the Oktoberfest event that was held on October 10th. The amount of work involved did not offset the small amount, \$250 that was raised for the District's College Scholarship Program. In the future, a golf/bonfire event with live music may be planned.

Jim Randall met with the owner of Beggar's Pizza to discuss the future operation of the golf course kitchen. He recommended utilizing one cash register, enabling efficiency in ordering, and providing food that is immediately available. Staff will review and evaluate over the winter months.

I. Office

No report

J. PDRMA Risk Management

This committee report was added to address the varied actions related to our new insurance pool.

Key staff will be attending the annual PDRMA Risk Management Institute at the Tinley Park Convention Center on November 20, 2015.

K. Wellness Committee

This additional committee report will address the actions of the newly formed Wellness Committee. The committee has developed a BAS healthy snack program and fitness initiative for participants, and recently introduced an employee fitness challenge, encouraging good habits for staff.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Executive Session

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

XIV. Adjournment

Anthony Granata made Motion 15-1140 to adjourn the meeting at 8:17 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell