

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
June 15, 2017

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, Denis Moore, Brian Mulheran, Craig Maksymiak, and Joe Vlosak. Dave Macek arrived at 7:34 p.m.

Absent was: Anthony Granata

IV. Public Input

No members of the public were present for input.

V. Correspondence

A. Appreciation

Thank you notes received from college scholarship recipients.

Letters received from The Cancer Support Center and Lincoln-Way East Music Department, expressing appreciation for gift of golf certificates in support of their fundraisers.

Thank you note received from Pam Kohlbacher, recently retired from her position as ELC Director, expressing appreciation for luncheon and opportunity to work at the FSPD.

B. Complimentary

Email received from FSPD staff member, Bonnie Roach, commenting on the high quality of the ELC graduation ceremonies.

VI. Presentation of the May 18, 2017 Board Meeting Minutes

Brian Mulheran made Motion 17-1285 to accept the May 18, 2017, Board Meeting Minutes as presented. Joe Vlosak seconded.

Vote on Motion: Ayes: Denis Moore, Brian Mulheran, Joe Vlosak, and Ken Blackburn, Abstained: Craig Maksymiak. Motion passed.

VII. Legal Report

Secretary, Jim Randall, read by title, Ordinance No. 17-06-304, Determination of Prevailing Wages, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting, and requested consideration of same.

Brian Mulheran made Motion 17-1286 to accept Ordinance No. 17-06-304, the Determination of Prevailing Wages, as presented. Craig Maksymiak seconded.

Vote on Motion: Ayes: Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, Dave Macek, and Ken Blackburn. Nays: none. Motion passed.

The Park District will file with the Illinois Department of Labor, and post the legal notice in the newspaper of record within 30 days of the filing, as required.

Secretary, Jim Randall presented and read into the record, Ordinance No. 17-06-305, an Ordinance authorizing and providing for a Loan Agreement for the purpose of refunding the cost of debt service on a preceding loan used for the purpose of purchasing real property in and for the Frankfort Square Park District, Will County, Illinois, and authorizing and providing for the issue of a \$119,187.53 Promissory Note, of said Park District evidencing the rights to payment under such Agreement, prescribing the details of the Agreement and Note, and providing for the security for and means of payment under the Agreement of the Note, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting, and requested consideration of same.

Joe Vlosak made Motion 17-1287 authorizing Ordinance No. 17-06-305, providing for the Loan Agreement for the purpose of refunding the cost of debt service on a preceding loan as presented. Brian Mulheran seconded. Motion carried.

Vote on Motion: Ayes: Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, Dave Macek, and Ken Blackburn. Nays: none. Motion passed.

Secretary, Jim Randall presented and read into the record Disposal Ordinance No. 17-06-306, an Ordinance authorizing the sale of certain maintenance vehicles and equipment to Kankakee Truck Equipment, Inc. of Kankakee, Illinois for the amount of \$44,000, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting, and requested consideration of same.

Craig Maksymiak made Motion 17-1288 approved Disposal Ordinance No. 17-06-306, authorizing the sale of certain maintenance vehicles and equipment to Kankakee Truck Equipment, Inc. of Kankakee, Illinois for the amount of \$44,000, as presented. Dave Macek seconded.

Mr. Randall noted that the Park District will receive wholesale pricing on all vehicles and equipment included in said sale.

Vote on Motion: Ayes: Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, Dave Macek, and Ken Blackburn. Nays: none. Motion passed.

Jim Randall discussed a proposed separation from SSSRA membership, and new membership in LWSRA. The purpose behind this action is in response to the many issues the District has experienced over the last two years that, although communicated with the SSSRA's executive director and the agency's board, all concerns have gone unaddressed. Additionally, as one of SSSRA's eleven member agencies, the FSPD has had the lowest numbers of resident participation in their programming for the past seven years. LWSRA will provide a new, vibrant opportunity that our residents are currently enjoying, thanks to a cooperative agreement between LWSRA and SSSRA.

Per the Articles of Agreement, a Member District may voluntarily withdraw from the joint agreement, however, the withdrawal would not be effective until the ensuing June 1 of the SSSRA's fiscal year, but Mr. Randall is confident this matter could be negotiated. Due to the fact that the FSPD owns the property and building, purchased with FSPD bonding authority, in order to move forward, a new lease agreement will be necessary.

Jim Randall requested Board consideration to separate from SSSRA membership and accept new membership in LWSRA due to reasons cited above, and as was communicated with the members of the Park Board over the past two years, for the benefit of FSPD residents that participate in adaptive and special recreation services.

Brian Mulheran made Motion 17-1289 approving the separation from SSSRA membership and new membership in LWSRA as presented. Dave Macek seconded.

Commissioner, Denis Moore, asked if the FSPD would have any exposure related to the proposed separation. Mr. Randall responded that although it is a possibility, residents can elect to participate in either agency at resident rates.

Vote on Motion: Ayes: Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, Dave Macek, and Ken Blackburn. Nays: none. Motion passed.

Secretary Jim Randall presented and read into the record a copy of the revised Personnel Handbook, a copy of which was provided to each member of the Park Board of Commissioners prior to said meeting, and requested consideration of same.

Denis Moore made Motion 17-1290 approving the revised Personnel Handbook as presented. Joe Vlosak seconded.

Vote on Motion: Ayes: Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, Dave Macek, and Ken Blackburn. Nays: none. Motion passed.

VIII. Treasurer's Report

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

Craig Maksymiak made Motion 17-1291 to accept the May Accounts Payable Listing. Dave Macek seconded.

Vote on Motion: Ayes: Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, Dave Macek, and Ken Blackburn. Nays: none. Motion passed.

IX. Executive Director's Report

A first draft of the community-wide survey was provided to members of the Park Board for the purpose of review and input. Said document will be provided to all residents in mid-July, and will include information regarding a no-tax increase mini-referendum. The survey instrument will be mailed to residents and also be available for online completion.

The Park District is currently pursuing use of the tower at Hilda Walker that would enable internet access to security cameras through the District server.

The Nature Center and arbor were painted, and contractors will complete this improvement project with painting the Community Center soffit and fascia.

Jim Randall requested approval to purchase Ford F550 at a cost not to exceed \$48,000, utilizing funds received through the sale of vehicles and equipment to Kankakee Truck Equipment, as approved during this meeting, via Motion 17-1288.

Joe Vlosak made Motion 17-1292 authorizing the purchase of a Ford F550 at a cost not to exceed \$48,000, utilizing the funds received through the sale of vehicles and equipment as presented. Brian Mulheran seconded.

Vote on Motion: Ayes: Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, Dave Macek, and Ken Blackburn. Nays: none. Motion passed.

Jim Randall distributed a flyer for the proposed apartment building on 191st Street that was received from the Village of Tinley Park, noting the Park District has no position on the matter, nor is any action required.

The bid process for the proposed LED sign at 80th Avenue in Union Creek Park as a replacement to the changeable letter sign has not yet been awarded due to issues with licensing and permitting by the low bidder.

The Park District is in receipt of the fully executed second amendment to the Summit Hill School District/Frankfort Square Park District intergovernmental agreement.

X. Committee Reports

A. Maintenance

The maintenance department is currently under a period of transition, with the hiring of a new Assistant Superintendent of Parks. The new employee is scheduled to begin employment with the District on June 26.

Ed Reidy, Superintendent of Parks has been doing a commendable job, managing new contracts and making progress within his department.

The contracted services of Bills Lawn & Maintenance and Cardno are doing well. Mr. Randall is impressed with the Cardno staff, and weekly natural areas reports provided by Cardno, are posted to the Park District website for public access.

B. Recreation

Summer concerts in the Island Prairie bandshell will begin with a Local Showcase Community Concert, the Dixie Bandits on June 22.

C. Information Technology

No report

D. Special Recreation

Staff will no longer attend SSSRA monthly meetings.

E. Finance and Planning

The District received its June tax distribution from Will County.

The TAW will be repaid, and two additional installment loans will be paid off at the end of the month.

F. Golf Course

The June 10, Free Day of Golf event was well received, and \$1,500 in free-will donations will benefit the College Scholarship Program.

Hot dogs and nachos are now being sold through the golf course restaurant.

Beer sales over the past month reached \$600, and 1,700 rounds of golf were sold.

The new range ball system is working well.

Jim Randall and Ed Reidy are meeting monthly with the golf course contractor, Reliable, and the level of maintenance has been improving as concerns have been corrected. Reliable has been living up to the agreement, and the contracted service will provide a sustainable approach to golf course maintenance.

Rules will be adjusted, and rangers will be instructed to use greater discretion when monitoring play.

There will be a change to cart prices in mid-July. Double riders will still pay \$8.00 per person, but the rental fee for an individual will be \$12.00.

G. Office

No report.

H. Risk Management

Former PDRMA Risk Manager, Dane Mall, is now a private contractor, and is assisting the District with the completion of its OSHA manual.

I. Wellness Committee

No report

XI. Old Business

No old business was discussed.

XII. New Business

Jim Randall reported that the Park District will no longer maintain soccer fields at Rogus School due to the availability of Lincoln-Way North athletic fields.

XIII. Adjournment

Dave Macek made Motion 17-1293 to adjourn the meeting at 8:37 p.m.
Craig Maksymiak seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell