

FRANKFORT SQUARE PARK DISTRICT  
BOARD MEETING  
July 19, 2018

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, Dave Macek, Craig Maksymiak, Denis Moore, Brian Mulheran, and Joe Vlosak.

IV. Public Hearing/Public Input

Dave Macek made Motion 18-1380 to open the floor for the Public Hearing of the Budget and Appropriation, Fiscal Year May 1, 2018 through April 30, 2019. Denis Moore seconded. Motion carried in a vote by voice.

A copy of the Budget and Appropriation Ordinance No. 18-07-315 for Fiscal Year beginning May 1, 2018, and ending April 30, 2019, was posted for public inspection at the Park District office beginning June 19, 2018.

A legal ad, noting the date, time, and place of the public hearing was published in the Thursday, July 5, 2018 edition of the *Frankfort Station*.

Tina Gnade, resident, was present to discuss her daughter's experience in the ELC preschool program during the 2017/18 school year. Ms. Gnade wished to acknowledge the teachers and aides for providing an amazing experience that surpassed her expectations. Her daughter grew as a learner and Ms. Gnade expressed sincere appreciation, in particular, to Mrs. Handzik. As her children return in the fall, she hopes the standards will be what she has come to expect.

Jim Randall introduced Matt Tillman, new Athletic Supervisor. Matt previously was employed by the Rockford Park District, and his initial focus at the FSPD will be to manage the golf course and F.A.N. program.

The floor for the public hearing remained open for thirty minutes while other business, not pertinent to the Budget and Appropriation Ordinance No. 18-07-315, was duly transacted at said meeting.

Craig Maksymiak made Motion 18-1381 to close the floor and adjourn the public hearing at 7:30 p.m. Dave Macek seconded. Motion carried in a vote by voice.

V. Correspondence

No correspondence was presented.

VI. Presentation of the June 21, 2018, Board Meeting Minutes.

Denis Moore made Motion 18-1382 to accept the June 21, 2018, Board Meeting Minutes as presented. Dave Macek seconded.

Vote on Motion: Ayes: Anthony Granata, Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, Dave Macek, and Ken Blackburn. Nays: None. Motion carried.

VII. Legal Report

Secretary, Jim Randall, read by title and requested consideration of Budget and Appropriation Ordinance No. 18-07-315, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting.

Dave Macek made Motion 18- to adopt the Budget and Appropriation Ordinance No. 18-07-315 as presented. Joe Vlosak seconded.

Vote on Motion: Ayes: Anthony Granata, Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, Dave Macek, and Ken Blackburn. Nays: None. Motion carried.

Jim Randall requested authorization to open a new depository checking account for online registration revenue. Said account, through Old Plank Trail Community Bank, would simplify accounting procedures and would not be interest bearing.

Anthony Granata made Motion 18-1383, authorizing the establishment of a new checking account as presented. Brian Mulheran seconded.

Vote on Motion: Ayes: Anthony Granata, Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, Dave Macek, and Ken Blackburn. Nays: None. Motion carried.

VIII. Treasurer's Report

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

Craig Maksymiak made Motion 18-1384 to accept the June Accounts Payable Listing. Denis Moore seconded.

Vote on Motion: Ayes: Anthony Granata, Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, Dave Macek and Ken Blackburn. Nays: None. Motion carried.

IX. Executive Director's Report

Jim Randall reported that he met with Reliable Services staff, contracted maintenance of the golf course, to discuss deficiencies on renovated tees that were to have been playable by June, but to date, are not usable. Weather was cited as a factor to the delayed healing-in process, however, it was decided that Reliable will not move forward with any other projects at this time.

Customer service specialist, Steve Beck provided a dynamic session that was well-received by Park District staff.

Attorney, Jim Rock of Ancel Glink, will provide an in-house overview of the District's budgets and levies, along with processes for annual ordinances that included Budget & Appropriation and the Truth in Taxation/Tax Levy Ordinances. Mr. Randall noted that Mr. Rock will review the Tax Levy to ensure the District will receive new growth while keeping taxes low.

Representatives from the Frankfort Square Baseball League, Wildcats, and Boy Scout Troop #237 will be invited to attend the August meeting of the Park Board, held at Square Links Golf Course, for the purpose of distributing monies raised from golf course beverage sales.

The District's health/life insurance agent, Brian Murray of Group Benefit Specialists, merged with another insurance company, J.J. Doorhy & Associates, but is continuing to provide the same service. Mr. Randall reported that the health insurance policy has been renewed at a lower premium increase than anticipated.

Jim Randall reported that the IBS boardwalk, enabling users to have access to the trail during incidents of high water, is complete and has been-received by users. Keith Nush, District resident, maintains the ditch line with various plants and shrubs, and the elevated boardwalk now provides a view of his beautification efforts.

The Community Park Redevelopment project is nearing completion. Solar lights are in place, the asphalt path, pickle ball court, and bag toss pit is in place, and all trees were planted. The picnic shelter was re-roofed and green roof cases will be installed. Top dressing was completed and areas will be hydro mulched today, July 19.

The deadline to complete the Community Park Redevelopment, an OSLAD grant project, is August 26, 2018, two years from approval of the project agreement. A request for reimbursement of the remaining grant amount of \$99,500 by the Illinois Department of Natural Resources will be submitted to the Division of Grant Administration by August 10, 2018.

An open house will be planned for Community Park in conjunction with the September or October Board Meeting. Elected officials will be invited, and more information will be forthcoming.

Mr. Randall reported that the District received notification today, July 19, that the ComEd Efficiency LED program has awarded the District a grant in the amount of \$4,456.00. The award is in recognition of the installation of gas furnaces in the Community Center pole barn that were previously electric and fired by propane, and the retrofitting of LED lighting in the Community Center, resulting in dramatic energy savings.

The Park District purchased mats, as part of the referendum that will be used by the Wildcats cheerleaders.

A permit was received for the construction of the new dance studio at Mary Drew, another referendum project, and construction is scheduled to begin August 1, 2018. The new studio will be ready by the start of the school year.

Mr. Randall hosted a third meeting with Park District representatives that are in the Lincoln-Way Community High School District, to discuss the potential to open the LWN pool, but he is not optimistic that any action will take place in the near future.

Work continues on two surveys, a salary equity and wellness survey. The wellness survey will be sent to residents in the spring of 2019, and will provide direction on how best to serve residents through wellness programs and opportunities.

## XI. Committee Reports

### A. Maintenance

Jim Randall distributed and reviewed the monthly resident input summary with Board Members.

A cable at the Island Prairie bandshell has been replaced, correcting an issue with the surveillance camera at this location.

Mr. Randall reported on the progress of the following referendum projects: Asphalt work at Brookside Glen, Woodlawn Park, and the Community Center parking lot is complete.

A new crack repair process for the bike/walking paths around Indian Boundary South, Frankfort Square School to Laurel, and in the Lighthouse Pointe subdivision, utilizing polymer and sealcoat that is guaranteed for five years, will be applied. The contractor, Denler, Inc., will begin the work when their current job of school path repairs is complete.

Jim Randall continues to work on the potential to install a path in the ComEd Right of Way that would begin at the Union Creek baseball fields #1-#4 to St. Francis and Pfeiffer Road corridor. Initial engineering was estimated at \$300,000, which is not an affordable measure.

LED lights were installed in the Community Center.

The ELC playground was ordered three months ago and will be installed upon delivery.

Jim Randall is evaluating a multi-generational swing set that is designed for adults and children to use, and toddlers and pre-teens that can be located at parks throughout the District.

Jim Walsh, owner/operator of Sportsfields, Inc., will renovate ball diamonds at the end of the season.

Dead tree removal and minor bank restoration will be completed in the Lighthouse Pointe subdivision.

Bank restoration will be addressed at Indian Boundary South Park.

Liebold Irrigation is working on a cistern that would draw water from Island Prairie Pond, eliminating the need to utilize municipal water.

Tree work was completed at Community Park, and additional trees will be planted next year.

Solar lights will be installed around the hockey rink at Union Creek Park.

Picnic tables and benches have been purchased and installed in various areas, including Community Park, Odyssey Park, and Indian Boundary South Park.

The dance floor for the new studio at Mary Drew has been delivered.

The divider wall and ceiling tiles in the Community Room will be replaced.

A drinking fountain with a pet fountain attachment will be installed at the golf course.

TRM Painting and Decorating is completed painting projects at the Community Center and Union Creek Park restroom facilities.

A closet to house chairs will be built in the Community Room.

B. Recreation

The fall brochure is complete, and online resident registration will begin on August 6.

A letter will be sent to parents of ELC students, announcing an August 1 Open House event.

C. Information Technology

The Park District experienced a server issue on July 16, caused by updates. The District's IT contractor, Dave Gorka of B Practical Solutions, was on site all day, and was assisted by a VMware specialist. The matter will be addressed so that it does not recur.

D. Special Recreation

Jim Randall distributed the LWSRA monthly report, provided by Audrey Marcquenski.

Board and staff members are registered to play in the LWSR Foundation's annual golf outing, a fundraiser to benefit the LWSRA, on Friday, August 10.

Jim Randall will respond to SSSRA's request to purchase property located at 19910 S. 80<sup>th</sup> Avenue. The Park District's asking price is firm at \$160,000, and is based on appraisals the District has on file that reflect a value of \$80,000+ per acre. The Park District received an offer of \$75,000 for the 2.09 acres of improved property from SSSRA. Their offer is based on an appraisal by Dale Kleszynski of Associated Property Counselors, the same firm previously used by the FSPD. Mr. Randall spoke with Mr. Kleszynski, and learned that approval from SSSRA would be required to determine how the lower number was reached, however, no approval was forthcoming.

E. Finance and Planning

John Williams, CPA, of Hearne & Associates, the District's independent auditor, will provide the completed audit report in September or October.

F. Golf Course

Revenue has been impacted by weather this season, but play has been consistent.

G. Office

Alyssa Zapata and Debbie Klir, new clerical staff, began employment in early July.

H. Risk Management

No report

I. Wellness Committee

All Park District staff will have the opportunity to participate in a health assessment, provided by Ingalls on August 7.

J. Community Updates

There are no updates on the St. Francis Road project.

Summit Hill District 161 has formed a committee to determine the feasibility of forming a K-12 District, and purchasing Lincoln-Way North High School. No further information is available.

XII. Old Business

No old business was discussed.

XIII. New Business

No new business was discussed.

XIV. Executive Session

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

XV. Adjournment

Dave Macek made Motion 18-1385 to adjourn the meeting at 8:04 p.m. Anthony Granata seconded. Motion carried in a vote by voice.

Respectfully submitted:  
Linda Mitchell