

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
September 20, 2018

The following are Minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the 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: Anthony Granata, Dave Macek, Denis Moore, Brian Mulheran, and Joe Vlosak.

Absent were: Ken Blackburn and Craig Maksymiak

IV. Public Input

Ms. Tina Gnade addressed the Park Board, reporting that she and her son enjoyed Mother/Son Bowling, held on September 15, and that she met Recreation Supervisor, Nicolette Jerik who developed and was supervising this new Park District event.

Ms. Gnade also voiced concerns about the newly designed ELC playground and inquired as to whom was responsible for its design.

Jim Randall responded, stating the playground was designed by Cunningham Recreation with GameTime equipment, the largest provider of playgrounds in Illinois. Although available for use, the playground is not yet complete, as the center section with child-height sensory table and gardens will have outdoor turf-style carpet installed on the concrete surface and will be covered by a canopy, creating an outdoor classroom for the preschool. Generational swings will be installed in the back and front area, and old fencing will be removed and replaced. The large green space in front of the bandshell is available for larger gross motor activities, and with bike path access, this area has been consistently used by the preschool. Swings are also available onsite at the Community Center playground located on Arran Drive.

The Park Board thanked Ms. Gnade for her input.

V. Correspondence

A. Appreciation

A thank you note and framed photo was received from participants in the Freedom Golf LWSRA program, hosted by Square Links. Mr. Randall noted the group appreciates the use of the Park District's golf course as their training facility.

Mr. Randall provided a photo taken at the August Board Meeting that was posted to the Wildcats Football organization, depicting their representatives with Park staff and Board Members, present to accept a donation from the FSPD through beverage sales.

VI. Presentation of the August 16, 2018, Board Meeting Minutes.

Brian Mulheran made Motion 18-1391 to accept the August 16, 2018, Board Meeting Minutes as presented. Joe Vlosak seconded.

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

VII. Legal Report

Secretary, Jim Randall, read by title and requested consideration of Abatement Ordinance No. 18-09-316, an ordinance abating the tax hereto levied for the year 2018 to pay the principal of and interest on General Obligation Refunding Park bonds (Alternate Revenue Source), Series 2013, General Obligation Park Bonds (Alternate Revenue Source), Series 2010, and General Obligation Park bonds (Alternate Revenue Source) and General Obligation Park Bonds (Alternate Revenue Source), Series 2009, of the District, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting.

Anthony Granata made Motion 18-1392 to adopt the Abatement Ordinance No. 18-09-316 as presented. Denis Moore seconded.

Mr. Randall reported that in past years, the District completed a mini-bond ordinance with the annual abatement, however, due to the passage of the referendum in March of 2018, the mini-bond is no longer a requirement. It was further noted that the abatement ordinance enables the District to fund said bonds internally, eliminating the need to utilize tax dollars for the bond payments.

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

VIII. Treasurer's Report

On behalf of the Board of Commissioners, Vice President, Dave Macek accepted the August Treasurer's Report, pending audit.

Brian Mulheran made Motion 18-1393 to accept the August Accounts Payable Listing. Denis Moore seconded.

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

IX. Executive Director's Report

The Consolidated Election is scheduled for April 2, 2019. The Park District has three Park Board seats up for election and the information is posted on the District's website and was published in the *Frankfort Station*.

Jim Randall is working with the District's legal counsel regarding changes to this year's tax levy, with a goal to present the ordinance in October, enabling passage and filing well in advance of the deadline. Mr. Randall further noted that the District is committed not to exceed last year's rate while securing new growth by levying 4.8% over the current year's budget. In the absence of levying an amount greater than 105% of the final aggregate extension, the Truth in Taxation hearing and publication of notice will not apply, and the form of the ordinance is dramatically simplified.

A brief, 45-minute Community Park dedication will be held on October 18 at 5:30 p.m. Attendees will include Park Board Members, District staff and contractors that worked on the project, local officials, and residents of the Court Homes of Frankfort that were supportive of the redevelopment. Board Members will be provided with additional information in advance of the event.

Audrey Marcquenski and Nicolette Jerik are overseeing the salary equity study for full and part-time employees being completed by Jarrod Scheunemann, formerly of the University of Illinois Urbana-Champaign, and Michael Mulvaney, of Illinois State University. Preliminary results show the Park District has no salary disparity between the two genders.

Upon completion of the salary equity study, Mr. Scheunemann and Mr. Mulvaney will focus on a community wellness overview to find areas where the District can improve on the health of our residents through bike paths, exercise equipment, and programming, promoting this as a mission in the coming year.

The Park District is committed to improve on our recycling and environmental practices by eliminating plastic straws, beverage container lids, garbage bags, LED lighting, etc.

X. Committee Reports

A. Maintenance

Jim Randall distributed copies of the resident input summary that included the months of August and September.

A list reflecting the current status of projects was provided for Board review, and Mr. Randall highlighted the progress of various projects, detailed below.

Asphalt surfacing was completed at Island Prairie and Indian Boundary South Parks and at Lighthouse Pointe. A new, innovative compound was used that will be more durable and provide long-lasting results, that is also environmentally conscious.

Installation of mirrors at the two new dance studios housed at Mary Drew will be completed on Friday, September 21. The dance program is the single largest District program, and is provided in a wonderful facility, not replicated in the south suburbs.

The new Community Room divider has been installed.

The District is planning to replace all interior and exterior lights with LED fixtures that provide an energy-efficient alternative over traditional fluorescent lighting.

Mr. Randall reported that ComEd placed the Park District on watch because the Community Center uses less electricity during the day than the evening. The consumption is lower due to the solar panels and to a lesser extent, the wind turbine that dramatically reduces our use of energy.

A furnace was installed in Pole Barn 2 at the Community Center. The unit could not be tied into the building service, but Mr. Randall reported that the gas furnace will cost less to operate than the electric heater that was in place. The barn is kept at about 40° during the fall/winter months to protect equipment from freezing.

Thornton Equipment Services will complete erosion control work at Indian Boundary South Park, and the District will work with the Boy Scouts to install waters' edge plantings.

The ELC playground is now open for use, but as noted above in Section IV., Public Input, the older fence will be replaced, indoor/outdoor carpet will be installed in the center concrete section, new picnic tables and a shade feature will be installed to provide an outdoor classroom. Elevated gardens were removed from LWN and installed at preschool height. One will be filled with various types of sand to create a sensory area and the others will be planted in the spring.

Work continues at the St. Francis ball field site. Grindings have been delivered to expand the parking lot. A restroom facility may be installed in 2019.

Commissioner, Denis Moore, positively commented on the new elevated section of boardwalk on the Indian Boundary South Park path. Mr. Randall noted maintenance staff, Lou Vieceli completed the concrete work, and Bill O'Shea and Luke Deuser completed the decking. The project has been well-received and provides not only the ability to use the path during high water situations, but also enables users to view the planted area on the west side of the bridge that was developed and is maintained by resident, Keith Nush.

Jim Randall reported that the District will investigate the longevity of the existing boardwalks, some of which may require restoration. In addition, a section of asphalt at Indian Boundary South Park may be lifted by 1.5"-2" to eliminate the puddling water.

New park benches have been ordered. The company mistakenly quoted less expensive pine pricing for a higher quality Ipe lumber, but they are honoring the quote. Ten benches have been ordered to be used in various areas.

Fifteen garbage cans with aggregate exposures, weighing 700 pounds each were ordered. Plastic disposable liners will not be needed, therefore they provide another eco-friendly addition for the District.

B. Recreation

Changes to the ELC preschool program have been well-received.

This year's BAS numbers are strong.

The first month of registration in the 2018/19 F.A.N. program has increased.

Commissioner, Brian Mulheran inquired about the availability of equipment for the permanent games/courts available at Community Park. Mr. Randall replied that park patrons will be required to supply their own bean bags for the bag toss games, however, horseshoes and pickleball equipment will be available for free use through the Park District office.

Jim Randall reported that the USA Pickleball Association regularly uses the courts and are very appreciative of the facility. Stephen Soderborg, the Association's "Ambassador", has commented on the quality of the courts, stating that the only other available "true" pickleball courts are located in Naperville.

C. Information Technology

A membership card scanning system is now in place at F.A.N. and will be introduced at the golf course in the 2019 season. The software ties into our existing RecTrac registration system and will provide more accurate numbers with improved tracking of season pass holders' usage.

The payment plan for dance has been very well-received. Families that enroll in multiple sessions have the option to utilize the 3-payment method. Bonnie Roach, Office Manager, was instrumental in putting this payment program in place that provides a regular calendar of payment.

D. Special Recreation

Jim Randall distributed the monthly report provided by Audrey Marcquenski.

Audrey attended the LWSRA's athletic banquet on Sunday, September 18, and she will present a video at the November Board Meeting.

E. Finance and Planning

A grant distribution of \$99,500 is pending from the Illinois Department of Natural Resources following the completion of the Community Park Redevelopment project, and Mr. Randall hopes it will be forthcoming in the near future.

F. Golf Course

Jim Randall requested formal approval to contract with Van's Enterprises Ltd. to complete tee renovations at Square Links that include stripping and grading at a cost not to exceed \$24,500, and to re-sod the tee boxes at a cost not to exceed \$13,250.

Denis Moore made Motion 18-1394 approving the renovation work to strip and grade tee areas at a cost not to exceed \$24,500 and to re-sod tee boxes at a cost not to exceed \$13,250 as presented.

Mr. Randall noted Van's Enterprises Ltd provides specialized services and equipment and have completed repairs at Wrigley Field and at Grant Park in Chicago following Lollapalooza festivals. The project can begin the first week in October, pending weather. The long term goal is to have two distinct tees at each hole, providing twenty variations on the game of golf at Square Links.

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

Jim Randall requested approval to enter into a lease with Yamaha for two golf utility carts.

Anthony Granata made Motion 18-1395 to approve the lease with Yamaha for two golf utility carts as presented. Joe Vlosak seconded.

Mr. Randall noted that securing the lease in 2018 would guarantee a 2.5%-3% discount over 2019 lease pricing, and payments will be annually scheduled May-October, beginning in May, 2019. Mr. Randall further noted that revenue generated through riding cart rentals would adequately cover the lease expense.

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

Jim Randall reported that following theft of range balls. Approximately 3,000 of the newly purchased 10,000 balls are missing, and improved security measures are in place that includes posting signage and handouts to patrons regarding the theft of Park District-owned property. Mr. Randall noted that patrons often purchase large buckets, hit half the balls, and remove the remaining balls and buckets with the intent of returning another day.

A golf cart was damaged when a golf patron backed into a guard rail and another stationary cart. The extent of the damage fell under the District's deductible, and included a broken seat and windshield.

Jim Randall reported on a long-term project to remodel the clubhouse. The building is highly inefficient, is not insulated, and requires six furnaces to control temperatures. The plan is to downsize the building, removing the large garage in the rear of the building that is seldom used, and install a permanent foundation wall, and improve the restroom facilities. Mr. Randall is also exploring pricing of driving range netting to limit range balls from being hit outside the range area. These improvements projects could be built into the golf course enterprise fund, and with retirement of the golf course debt in 2030, \$150,000 will be eliminated from the District's debt service.

G. Office

New office staff doing great job, providing various time and talents that benefit the Park District.

H. Risk Management

Safety training per department continues, and the Safety Committee meets on a monthly basis to assess the District's risk management practices.

I. Wellness Committee

Staff that participated in the second annual health screening received their personal health assessments from Ingalls, and were appreciative of the opportunity.

J. Community Updates

ComEd's delays in moving utilities on St. Francis road caused postponement of the project that will be resumed in the spring.

Commissioner, Brian Mulheran, inquired about recent improvements on the north side of St. Francis Road. Mr. Randall reported that the homeowner is cultivating produce for food pantries and has planted apple trees to help meet his philanthropic goal.

Jim Randall will look into the reason for the large deposit of clay located at the farm field on the south side of St. Francis Road just east of LaGrange, but he believes it may be clay spoils from the sewer project on LaGrange Road.

XI. Old Business

No old business was discussed.

XII. New Business

Jim Randall previously provided information regarding the recent article that appeared in a September 16 edition of the *Herald News*. The article is not reflective of what the Park District does to meet the needs of the community. The cost incurred by Lincoln-Way Community High School District 210 has been repaid 100% by the Park District through the Dog Obedience program revenue. The full accounting of this financial data was provided to the reporter, and although taxpayers have been repaid, the article did not include this fact. Mr. Randall believes that since Dr. Wiley's trial date is scheduled for the end of November, media interest in old information that has been exhaustively reviewed by the press in the past may increase.

XIII. Executive Session

Anthony Granata made Motion 18-1396 to go into Executive Session. Denis Moore seconded. Motion carried in a vote by voice.

An Executive Session was called for the purpose of discussing personnel.

Dave Macek made Motion 18-1397 to go out of Executive Session. Craig Maksymiak seconded. Motion carried in a vote by voice.

XIV. Employee Increases

Jim Randall requested authorization for a half percent pay increase for Superintendent of Parks, Ed Reidy, and a one percent increase for Assistant Superintendent of Parks Bill O'Shea, retroactive to May 1, 2018, the beginning of the current fiscal year, and a \$500 bonus to Bill O'Shea for his outstanding effort during an exceptionally busy summer.

Anthony Granata made Motion 18-1398 authorizing the pay increase of half percent for Ed Reidy and one percent increase for Bill O'Shea, retroactive to May 1, 2018, and a \$500 bonus Bill O'Shea as requested. Denis Moore seconded. Motion carried unanimously in a vote by voice.

XV. Adjournment

Anthony Granata made Motion 18-1399 to adjourn the meeting at 8:42 p.m. Denis Moore seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell