

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
October 18, 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: Ken Blackburn, Anthony Granata, Dave Macek, Craig Maksymiak, Denis Moore, Brian Mulheran, and Joe Vlosak.

IV. Public Input

The members of the public in attendance provided no input.

V. Correspondence

A. Informative

Jim Randall distributed a photo of permanent umbrellas that were ordered and will be installed on the new preschool picnic tables.

VI. Presentation of the September 20, 2018, Board Meeting Minutes.

Dave Macek made Motion 18-1400 to accept the September 20, 2018, Board Meeting Minutes as presented. Anthony Granata seconded.

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

VII. Consideration of Tax Levy Ordinance No. 18-10-317 for fiscal year 5/1/18-4/30/19

President, Ken Blackburn presented, and Secretary, Jim Randall read by title, Tax Levy Ordinance No. 18-10-317 for fiscal year 5/1/18-4/30/19 into the record, a copy of which was provided to each Board Member prior to said meeting, and requested consideration of same.

Jim Randall reported that this year's Tax Levy Ordinance does not exceed the 105% aggregate to ensure resident tax rates remain consistent, yet will allow for new growth. Park District Counsel, Jim Rock of Ancel Glink reviewed and approved the Ordinance document.

Anthony Granata made Motion 18-1401 to adopt Tax Levy Ordinance No. 18-10-317 for fiscal year 5/1/18-4/30/19, as presented. Joe Vlosak seconded.

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

VIII. Legal Report

President, Ken Blackburn presented, and Secretary, Jim Randall read by title, Ordinance No. 18-10-318, giving the Cook County Clerk and the Will County Clerk direction related to the 2018 Tax Levy, into the record, a copy of which was provided to each Board Member prior to said meeting, and requested consideration of same.

Jim Randall stated the purpose of the Ordinance is to direct the County Clerks on how to place tax proceeds into various District funds.

Dave Macek made Motion 18-1402 to adopt Ordinance No. 18-10-318, an Ordinance giving the Cook County Clerk and the Will County Clerk direction related to the 2018 Tax Levy as presented. Craig Maksymiak seconded.

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

IX. Treasurer's Report

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

Denis Moore made Motion 18-1403 to accept the September Accounts Payable Listing. Anthony Granata seconded.

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

X. Executive Director's Report

Audrey Marcquenski, Director, will provide information related to the salary equity study in December.

Jim Randall reminded Board Members that he will be out of town for the November 15 Board Meeting, to be held at the Square Links Golf Course clubhouse, and Audrey will manage the meeting in his absence.

The Park District may survey or poll residents in the future to ascertain interest regarding alcohol usage in parks, but the action is not a priority at this time.

The District completed construction of the Community Park Redevelopment project, and Will County completed all required inspections. Mr. Randall noted the request for grant reimbursement from the IDNR for this approved OSLAD grant project was forwarded in early August, and he will contact Senator Michael Hastings to request assistance in securing the funds owed to our District.

The pickle ball group that regularly uses the new courts at Community Park is very happy with facility. The District has plans to replace old tennis courts at Champions Park with six lighted pickle ball courts.

The Community Center parking lot lights have been replaced with energy-efficient LED fixtures. The majority of interior lights in the Community Center have also been retrofitted with LED fixtures; remaining are eleven fixtures in the preschool area, and the maintenance garage. The new lighting will provide a dramatic decrease in electric usage.

Jim Randall reported that he will make recommendations to improve environmental efforts in-house, reflecting the District's mission of environmental stewardship.

Jim Randall requested Board approval to sponsor a separate and distinct Troop for Scout Troop #237, extending opportunities to enable girls to follow their Scouting curriculum. The District is a sponsor of Troop #237, serving as its Charter Organization, and Park Board approval is required to move forward with this opportunity.

Commissioner, Craig Maksymiak, asked if the Girl Scouts object to this change in Scouting. Mr. Randall responded that the Girl Scouts are not pleased with the change, but from the standpoint of the Park District, it simply provides another Scouting opportunity. It was also noted that the Park District supports the Girl Scouts, but has not been asked to sponsor their organization.

Craig Maksymiak made Motion 18-1404 to allow Scout Troop #237 to extend membership to girls, beginning in February, 2019. Joe Vlosak seconded.

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

The Chicago Tribune is donating its old newspaper vendor units, and the Park District will install one at Union Creek Park to be used as a self-supporting Little Free Library. Jim Randall reported that the long term goal is to install Little Free Libraries at every playground within our District. The Park District may also wish to consider providing receptacles as food pantries for non-perishable food items that can be donated or taken, as needed. Craig Maksymiak expressed concerns about food safety, and Mr. Randall noted this is being offered in other communities, but he will confer with Park District counsel on the matter.

XI. Committee Reports

A. Maintenance

The Maintenance Department completed a variety of diverse projects District-wide over the past season. All referendum projects were photographed, and will be posted to the website and on Facebook.

A propane tank was installed to provide heat for Pole Barn #2, an improvement that will result in energy cost savings.

B. Recreation

The winter/spring brochure will be delivered to residents' homes on or about December 7.

Nicolette Jerik, Recreation Supervisor, secured approval from Metra to conduct the second annual Polar Express special event. Tickets will be assigned by a lottery that will be conducted at the November Board Meeting.

Participation numbers are up in all areas of programming.

The two new dance studios, added to the existing studios, have been well-received, helping to better serve 570+ dancers in the District's dance program.

C. Information Technology

The POS system at the golf course will be converted to RecTrac, the District's main registration software program, over the winter months.

Bar code scanning, recently implemented with the F.A.N. program, works well and enables an improved method to track usage. This affordable technology, costing \$500 for the scanner and software, will also be employed at the golf course.

D. Special Recreation

Audrey Marcquenski's annual report, scheduled during the November Board Meeting, will be focused on LWSRA.

E. Finance and Planning

The District's overall fund balances are at an all-time high. The current financial position is \$25,000 above the previous year, and does not include the pending \$95,000 OSLAD grant award distribution from State of Illinois.

F. Golf Course

Less than ideal weather conditions over the past season have impacted revenue of this self-supporting entity.

Due to the tee renovation project currently underway, rounds of golf were reduced to \$5.00 during the month of October.

The contracted service completing the tee renovations is very professional and organized, and will have the course ready for play next season. They used equipment that mulched the top of the tee down 2", and the spoils from this project will be added to low spots on the driving range.

G. Office

A clerical employee recently resigned, but the front office is well-staffed and there are no plans to hire a replacement.

H. Risk Management

Audrey Marcquenski will represent the Park District at the annual PDRMA Property/Casualty Program Council on November 7.

Eight staff members will attend PDRMA's annual Risk Management Institute at the Tinley Park Convention Center on November 16.

I. Wellness Committee

No report.

J. Community Updates

No report.

XII. Old Business

No old business was discussed.

XIII. New Business

XIV. Executive Session

Dave Macek made Motion 18-1405 to go into Executive Session. Anthony Granata seconded. Motion carried in a vote by voice.

An Executive Session was called for the purpose of discussing a legal matter.

Dave Macek made Motion 18-1406 to go out of Executive Session. Anthony Granata seconded. Motion carried in a vote by voice.

XV. Adjournment

Anthony Granata made Motion 18-1407 to adjourn the meeting at 8:28 p.m. Denis Moore seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell