

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
October 15, 2020

The following are Minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Park District 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, Pam Kohlbacher, Dave Macek, Craig Maksymiak, Denis Moore, Brian Mulheran, and Joe Vlosak.

IV. Public Input

V. Correspondence

No correspondence was presented.

VI. Presentation of the September 17, 2020 Board Meeting Minutes.

Dave Macek made Motion 20-1587 to accept the September 17, 2020, Board Meeting Minutes as presented. Pam Kohlbacher seconded.

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

VII. Legal Report

President, Ken Blackburn read by title and requested consideration of Resolution No. 20-10-28, a Resolution authorizing the Executive Director to execute an intergovernmental and subrecipient agreement for coronavirus relief funds with Cook County, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting.

Pam Kohlbacher made Motion 20-1588 to adopt Resolution No. 20-10-28, a Resolution authorizing the Executive Director to execute an intergovernmental and subrecipient agreement for coronavirus relief funds with Cook County, as presented. Denis Moore seconded.

Mr. Randall noted the Park District will apply for up to \$5,000 in CARES Act funding through Cook County, and will also apply for up to \$25,000 in CARES Act funding through Will County. These combined reimbursements will enable the Park District to recoup approximately 25% of the actual COVID-19 related costs that have been incurred.

Vote on Motion: Ayes: Pam Kohlbacher, 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 September Treasurer's Report, pending audit.

Dave Macek made Motion 20-1589 to accept the Accounts Payable Listing. Denis Moore seconded.

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

Jim Randall reported that to date, the District has received \$3,278,501 in Will County tax distributions, and \$59,000 from Cook County. The Will County amount represents well over 98% of all eligible funding, with approximately \$32,000 of estimated distributions yet to be received. Cook County is on a different schedule, and the District will receive the largest part of tax distributions after January 1, 2021, with an estimated amount to be received of \$161,000.

Mr. Randall also noted that last month the District had a positive balance of \$2.4 million, which represents the highest non-referendum fund balance in District history. The balance does not include debt-obligated funds.

IX. Executive Director's Report

Jim Randall participated in a teleconference meeting with Standard & Poor's today, October 15, to review questions regarding the financial condition of the District. Mr. Randall also provided a number of requested financial documents along with detail regarding the \$600 million Amazon site and \$35 million apartment buildings on 191st that are all good indicators of increasing financial stability. It was hoped that since the District completed all that was required since the 2019 process and detailed the above mentioned indicators, that S&P would increase the current rating, however it was stated they were simply checking in since so many government entities are considered high risk due to the COVID-19 pandemic.

Mr. Randall discussed the potential to install a knee wall around Nature Center's picnic shelter. Overhead radiant heating could be added to this locations, enabling community groups that are not permitted to meet indoors, i.e. the Girl Scouts, to have a comfortable locations in which to conduct their meetings. The project would cost approximately \$5,000 for the knee wall and \$2,000 for the radiant heating, costs that are within budget. If useful, this improvement could also be expanded to other locations.

President Ken Blackburn asked if this type of space would meet the Girl Scouts' standards. Mr. Randall could not speak on behalf of the Girl Scouts organization, but he noted it would provide a good opportunity for a safer meeting space for groups.

Commissioner/Treasurer Craig Maksymiak commented that if the space would only be used for 6 months out of the year, it may not be a useful expenditure.

Commissioner Pam Kohlbacher also wondered if the Girl Scouts would use this proposed outdoor meeting space.

Jim Randall noted that letters are going to all groups and organizations now, and we can request input to see if they would support the proposed improvement, and whether it would meet their needs. Mr. Randall stated the issue would be tabled until the November meeting.

X. Committee Reports

A. Maintenance

Jim Randall requested Board consideration to trade in two 2009 Ford Rangers and one 2009 Ford LCT Tilt Cab truck towards the purchase of a 2019 Ford F-350 truck at a cost not to exceed \$43,924, per the proposal received from Currie Motors, a copy of which was provided to each Board Member prior to said meeting.

Brian Mulheran made Motion 20-1590, authorizing the trade in of two 2009 Ford Rangers and one 2009 Ford LCT Tilt Cab truck towards the purchase of a 2019 Ford F-350 truck at a cost not to exceed \$43,924, as presented. Dave Macek seconded.

Mr. Randall further noted the District is working to eliminate older equipment, replacing with new, in an effort to lower operating costs.

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

Jim Randall reported that benches are being installed throughout the community, located to face the parks, not streets, and where possible, have been placed in a position that will enable park users to view sunrises and sunsets.

Landscaped areas at the Community Center and Crystal Lake Park signs have been renovated with new plantings.

Parks are being winterized and irrigation systems are being closed down.

B. Recreation

Jim Randall discussed the first positive COVID-19 test that was reported by the family of a dance participant. Upon learning of the issue, the Park District emailed letters of notification to families of all dance participants, and all appreciated how the situation was managed.

The District received information from other park districts regarding their scheduling of dance competitions, noting they had provisions in place to do so safely. Our liability risk management agency will not approve participation in these events, as they are not within State standards. Mr. Randall noted there is a wide range in the interpretation of rules, and that our District is doing all it can to ensure we remain within compliance and will follow rules for the safety of its participants and staff.

The Park District encountered issues with what may be available at Mary Drew for the Before and After School Program (BAS). Due to the limited space, the Park District is now required to decrease the number of registrants to sixteen. The BAS program will begin on November 9 to coincide with the School District's first full week of in-person classes.

Following the first confirmed program participant's positive COVID-19 diagnosis, parents were in support of the measures and communication provided by the Park District.

John Keenan, Superintendent of Recreation, will work with community groups to provide LWN access for their meetings.

C. Information Technology

Sufficient information was provided in the monthly Executive Director's report.

D. Special Recreation

LWSRA staff were situated at various holes at the golf course for the purpose of collecting donations from golf patrons, and the organization successfully raised in excess of \$700.

E. Finance and Planning

No report

F. Golf Course

Jim Randall reported that the golf course will remain open from 10:00 a.m.-3:00 p.m. when temperatures are 40° or higher. The driving range, however, will only remain open for this season through November 10 to enable necessary turf repairs.

G. Office

No report

H. Risk Management

Jim Randall reported that PDRMA's annual Risk Management Institute, normally held at the Tinley Park Convention Center, will be offered virtually. The NRPA and IAPD conventions will also be held virtually this year.

I. Wellness Committee

No Report

J. Community Updates

Jim Randall reported that the Village of Frankfort is moving forward with its plan to extend Pfeiffer Road in Lighthouse Pointe to Route 30.

The Village of Frankfort will provide \$4,500 to the Park District in support of trail repair in Lighthouse Pointe.

Mr. Randall further noted the District is developing a good relationship with the Village, working through the above projects in addition to addressing drainage issues at the sewer plant.

The path along St. Francis Road may not be plowed during snow events, as the Village does not clear other trails within its borders.

K. FOIA

No report

XI. Old Business

Jim Randall reported that the concrete base for the community bench has been installed, and the bench will be located and trees will be planted at the approved Brookside Glen location, (*ref September 15, 2020 minutes, Motion 20-1585*). The project was complicated due to the volume of underground utilities at this location.

XII. New Business

Commissioner, Brian Mulheran asked when community groups will be able to get into Park District facilities. Jim Randall responded that John Keenan will contact groups in November, and further noted that groups can be no larger than 25, and multiple groups can be accommodated at the LWN fieldhouse basketball courts, by scheduling staggered starting and ending times.

Vice President, Dave Macek asked if space would be provided for meetings only. Mr. Randall responded that the State does not promote athletic activities, and with the increase in positive COVID-19 cases, the recovery phase may regress.

Commissioner Comments

Commissioner/Treasurer, Craig Maksymiak reported that the new monument sign at the entryway of the Rainford Farms subdivision has been positively received. Mr. Randall noted the District may decide to add an LED sign on the opposite corner for community-based messaging.

XIII. Executive Session

No information came before the Board that required an executive session.

XIV. Adjournment

Dave Macek made Motion 20-1591 to adjourn the meeting at 8:00 p.m. Craig Maksymiak seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell