

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
September 16, 2021

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, Denis Moore, Brian Mulheran, and Joe Vlosak.
Absent were: Frank Florentine, Dave Macek, and Craig Maksymiak.

IV. Public Hearing

V. Correspondence

No correspondence was presented.

VI. Presentation of the August 19, 2021 Board Meeting Minutes.

Denis Moore made Motion 21-1671 to accept the August 19, 2021, Board Meeting Minutes as presented. Joe Vlosak seconded.

Vote on Motion: Ayes: Denis Moore, Joe Vlosak, Dave Macek, and Ken Blackburn.
Abstained: Nays: None. Motion passed.

VII. Legal Report

President, Ken Blackburn read by title and requested consideration of Ordinance No. 21-09-334, an Ordinance abating the tax hereto levied for the year 2021 to pay the principal of and interest on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2013, General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019A, and General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019B, of the Frankfort Square Park District, Will and Cook Counties, Illinois, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting.

Jim Randall noted Ordinance No. 21-09-334 is an annually required abatement of bond issues. When the Park District funds a bond issue, it is legally allowed to use tax dollars and assures the bonds will be paid out of its budget. If not abated, resident taxes would be increased.

Denis Moore made Motion 21-1672 to adopt the Ordinance No. 21-09-334, an Ordinance abating the tax hereto levied for the year 2021 to pay the principal of and interest on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2013, General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019A, and General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019B, of the Frankfort Square Park District, as presented. Joe Vlosak seconded.

Vote on Motion: Ayes: Denis Moore, Joe Vlosak, Dave Macek, and Ken Blackburn.
Nays: None. Motion passed.

President, Ken Blackburn read by title and requested consideration of Ordinance No. 21-09-335, an Ordinance providing for the issue of \$106,000 General Obligation Limited Tax Park Bonds, Series 2021, for the purpose of providing the revenue source for the payment of certain outstanding alternate bonds of the PARK District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said Bonds to Old Plank Trail Community Bank, N.A., a copy of which was provided to each Board Member in advance of said meeting.

Jim Randall reported that Ordinance No. 21-09-335 authorizes the issue of \$106,000 in limited tax bonds, permitted under statute. The District annually authorized these bonds, based on the 1995 property tax cap, but eliminated the action following the passage of the 2018 referendum. Said referendum extended \$1.4mm bond issue with no tax increase imposed on residents. On January 1, 2022, the 2002 referendum bond issue will mature, retiring \$750,000 from residents' property taxes in the upcoming tax period. The \$106,000 in limited tax bonds will be provide incidental funds for improvement projects.

Joe Vlosak made Motion 21-1673 to adopt the Ordinance No. 21-09-335, an Ordinance providing for the issue of \$106,000 General Obligation Limited Tax Park Bonds, Series 2021, for the purpose of providing the revenue source for the payment of certain outstanding alternate bonds of the PARK District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said Bonds to Old Plank Trail Community Bank, N.A., as presented. Brian Mulheran seconded.

Vote on Motion: Ayes: Denis Moore, Joe Vlosak, Dave Macek, and Ken Blackburn.
Nays: None. Motion passed.

Jim Randall reported that the District annually subsidizes debt service by an approximate sum of \$65,000. This subsidy will no longer be required and with lower overall resident tax payments, the District's budget will still realize a positive increase of about \$200,000, not including any potential increase from the new Amazon distribution center, located within Park District borders. Although the District is experiencing lower program revenue due to Covid, overall signs show a positive financial outlook.

Jim Rock, CPA and Legal Counsel for the District for a number of years, is an expert Park District legal and financial matters in the State of Illinois. Mr. Rock will provide a financial presentation for staff and interested Board Members in October that will include the annual budget and appropriation and tax levy actions, along with other legal requirements. Mr. Randall further noted that staff are being provided with increased knowledge of the budget, ensuring all have a better understanding of the District's financial matters.

VIII. Treasurer's Report

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

Denis Moore made Motion 21-1674 to accept the Accounts Payable Listing. Brian Mulheran seconded.

Vote on Motion: Ayes: Denis Moore, Joe Vlosak, Dave Macek, and Ken Blackburn.
Nays: None. Motion passed.

Jim Randall reported that the first half of tax distributions were received from Will County, and the first payment in the second half was received today, September, 16. The remaining distributions will be provided once each month until November, however it is not known at what level they will be funded.

IX. Executive Director's Report

The September report included the second installment of department summaries, where Department Heads work with staff to summarize tasks that were completed over the previous month. This provides added detail to the Executive Director's monthly report, and ensures the Board is better informed through these summaries and daily updates. Mr. Randall noted that communication increased between staff and Board Members when the Covid shutdown was instituted, and these practices will continue for the foreseeable future.

The District continues to work with its risk management agency and Legal Counsel towards the development of a vaccination policy. Said policy will include an equitable and reasonable approach regarding vaccines and testing.

President, Ken Blackburn will be interested in hearing the legal opinion as to whether it is the Park District's legal obligation to fund Covid testing for those opting out of vaccines.

Commissioners Brian Mulheran noted the City of Chicago will mandate testing, and city employees must either be vaccinated or regularly tested to maintain their employment.

Commissioner, Denis Moore noted there is a mandate stating Federal employees must be vaccinated.

Jim Randall informed the Board that our local school districts have offered to provide Covid testing to Park District employees, however there will be a cost related to this testing. Mr. Randall further noted that the District currently follows State guidelines, and the Park Board will ultimately decide on options of whether vaccines should be mandated, or if testing will be provided at the District's cost. It becomes an issue, as District employees work with young children that are not yet able to be vaccinated.

Park Counsel must ensure that any policy would need to be defensible, and Mr. Randall will forward information to the Board as it becomes available.

The Chicago District Golf Association turf specialist was on-site at Square Links on September 16 to assess the quality of the golf course grounds. In addition, Liebold Irrigation will inspect the golf course irrigations system.

Mr. Randall reported that Grayson Harms, Regional Superintendent for Reliable Property Services, the contracted groundskeeping provider at Square Links, has resigned and will be replaced

Jim Randall requested a brief executive session at the conclusion of this meeting to review personnel issues.

X. Committee Reports

A. Maintenance

Jim Randall distributed a summary of capital projects and purchases that have been accomplished this past season to each Board Member that was developed by Ed Reidy, Superintendent of Parks.

Mr. Randall reported that hockey rink improvements, including painting boards and lines, has been completed.

The following path improvements were also completed:

- The Lighthouse Pointe path was patched and sealcoated, and the contractor will do a test area of a painted center line and directional arrows.
- Brookside Glen paths, from Brookside Glen Drive, along 80th Avenue, and into Lake of the Glens Park have been repaired and sealcoated. The only path in Brookside Glen that was not included is the Ridgfield Park path, as it is still in good shape.

Jim Randall reviewed the previously discussed correction to Hole 1A at the golf course. The twenty year old corkscrew willow trees that are dying back along the homeowners' property lines, protecting their homes from errant golf shots, will be removed and replaced with a variety of fast and slow growing tree species. Fast growing poplars will provide early protection to the homeowners, and when they die off in twenty years, the other trees will have grown to ensure sustainability and uninterrupted protection. It will be necessary to relocate a section of the cart path to address this project.

Commissioner, Denis Moore asked if the contracted mowers are still working during the drought when grass doesn't grow. Jim Randall replied that the contractors complete other, more detailed maintenance, such as spraying planting beds and weed eating. Although we are experiencing drought conditions, mowing is still productive.

Jim Randall discussed the potential to purchase a mini excavator at a cost of \$75,000-\$78,000, an action that may be considered at the October meeting. Currently this piece of equipment would be leased at an average weekly rental of \$5,000. The mini excavator can push a Bush Hog on one end and will do a better job of maintaining buffers around ponds. It would be used with frequency and would eliminate some of the contracted expenses, justifying the cost. Bill O'Shea, Assistant Superintendent of Parks, is researching the equipment, and the

Caterpillar appears to be the best choice and would be available through lease and also has a State purchasing option.

The District is proposing an extension of its path system from Hilda Walker, continuing north behind the practice field at Mary Drew to Kiwanis Park/St. Francis Road, with an eventual connection to the Plank Trail Road path. When expanding across I-80, the District's path would also connect to the Cook County path system.

B. Recreation

Sufficient information was provided with the monthly Executive Director's Report and monthly summary.

C. Information Technology

Sufficient information was provided with the monthly Executive Director's Report.

D. Special Recreation

Sufficient information was provided with the monthly Executive Director's Report.

E. Finance and Planning

Sufficient information was provided with the monthly Executive Director's Report.

F. Golf Course

Sufficient information was provided with the monthly Executive Director's Report and monthly summary.

G. Office

Sufficient information was provided with the monthly Executive Director's Report.

H. Risk Management

Sufficient information was provided with the monthly Executive Director's Report and monthly summary.

I. Community Updates

No community updates were provided.

J. Freedom of Information

No FOIA requests for information were received over the past month.

XI. Old Business

Commissioner Joe Vlosak inquired about the recommendation to discontinue unfinished business with Dav-Com, per the Maintenance Project Summary that was provided during said meeting. Jim Randall explained that the unfinished business was related to ground lighting at Lincoln-Way North Park, and this improvement project, costing \$5,000-\$6,000 will be addressed with next year's budget. Mr. Randall further noted he and the Maintenance staff reviewed the entire budget, inspecting current conditions, and prioritizing projects, earmarking those that can be deferred until the next fiscal year. Staff will also ensure there will be a retainage in the golf course account to complete the tree work, as detailed in this meeting's Maintenance Committee Report.

President, Ken Blackburn asked if there had been any further issues with the hockey school that was conducting its business at the Union Creek hockey rink. Mr. Randall noted the issue had been positively resolved.

XII. New Business

No new business was discussed.

A. Commissioner's Comments

No comments were provided.

XIII. Executive Session

Denis Moore made Motion 21-1675 to enter into executive session at 8:08 p.m. Joe Vlosak seconded. Motion carried in a vote by voice.

Brian Mulheran made Motion 21-1676 to allow Linda Mitchell, Recording Secretary, to remain during the executive session for the purpose of taking and transcribing the session minutes. Denis Moore seconded. Motion carried in a vote by voice.

An executive session was called to review personnel matters.

Brian Mulheran made Motion 21-1677 to go out of executive session and return to open session at 8:18 p.m. Joe Vlosak seconded. Motion carried in a vote by voice.

XIV. Adjournment

Denis Moore made Motion 21-1678 to adjourn the meeting at 8:18 p.m. Brian Mulheran seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell