

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
October 21, 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, Frank Florentine, Craig Maksymiak, Denis Moore, Brian Mulheran, and Joe Vlosak.

Absent was: Dave Macek

IV. Public Hearing

No members of the public were present.

V. Correspondence

No correspondence was presented.

VI. Presentation of the September 16, 2021 Board Meeting Minutes.

Joe Vlosak made Motion 21-1680 to accept the September 16, 2021, Board Meeting Minutes as presented. Brian Mulheran seconded.

Vote on Motion: Ayes: Denis Moore, Brian Mulheran, Joe Vlosak, and Ken Blackburn. Abstained: Frank Florentine and Craig Maksymiak. Nays: None. Motion passed.

VII. Legal Report

Secretary, Jim Randall read by title and requested consideration of Resolution No. 21-10-32, a Resolution providing an estimate of taxes to be levied in accordance with Section 60 of the "Truth in Taxation" law.

Mr. Randall noted that the Park District levies at a sizeable increase to ensure it takes advantage of all potential variables, primarily, new growth. For example, Amazon is has an estimated value of \$60 million, which would account for 10% of the Park District's EAV.

Additional building is proposed for the east side of our District, warehouses that would support structures for Amazon, located at the northeast corner of Harlem Avenue and Vollmer Road in Tinley Park. The Village of Tinley Park provides TIFs to accommodate infrastructure, then assesses at full tax levels. This proposed development could provide a 30%-35% increase in tax revenue for the Park District over the next 5-10 years.

Craig Maksymiak made Motion 21-1681 to adopt Resolution No. 21-10-32, a Resolution providing an estimate of taxes to be levied in accordance with Section 60 of the “Truth in Taxation” law as presented. Denis Moore seconded.

Vote on Motion: Ayes: Frank Florentine, Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, and Ken Blackburn. Nays: None. Motion passed.

Secretary, Jim Randall read by title and requested consideration of a COVID-19 Vaccination and Testing Policy.

Commissioner, Denis Moore asked if the policy had flexibility to accommodate changes, such as removal of vaccine requirements or if boosters are mandated.

Jim Randall responded that the policy information is provided by the District’s risk management agency, PDRMA, and it can be adapted to reflect the most current situations. In the event different options are presented, legal counsel will make recommendations and the District is prepared to revise and seek Board approval of updated policies as needed.

Jim Randall had been in communication with Vice President of the Park Board, Dave Macek who is absent from tonight’s meeting, however he wished to go on record that he objects to the policy as presented.

Craig Maksymiak made Motion 21-1682 to adopt the COVID-19 Vaccination and Testing Policy, as presented. Frank Florentine seconded.

Vote on Motion: Ayes: Frank Florentine, Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, and Ken Blackburn. Nays: None. Motion passed.

Secretary, Jim Randall requested consideration to update the District’s current main checking account to a MaxSafe account that would provide up to \$3.5 million in FDIC insurance coverage.

Craig Maksymiak made Motion 21-1683 to authorize the District to update its current main checking account to a MaxSafe account to provide up to \$3.5 million in FDIC insurance coverage, as presented. Frank Florentine seconded.

Vote on Motion: Ayes: Frank Florentine, Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, and Ken Blackburn. Nays: None. Motion passed.

VIII. Treasurer’s Report

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

Joe Vlosak made Motion 21-1684 to accept the Accounts Payable Listing. Brian Mulheran seconded.

Vote on Motion: Ayes: Frank Florentine, Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, and Ken Blackburn. Nays: None. Motion passed.

IX. Executive Director's Report

Secretary, Jim Randall requested consideration of the Proven IT Quote for the purchase of ten (10) Verkada surveillance cameras at a cost not to exceed \$17,803.

Mr. Randall reported that the purchase of equipment includes a three year lease payment, and would be expensed from the Liability Insurance Fund, as it is considered an acceptable liability expenditure. Staff can manage the simple installation, however, it will be necessary to install Cat 6 at the golf course.

Commissioner, Frank Florentine commented that the Verkada camera that was on loan as a demonstration model was able to capture the image of the vehicle that caused extensive damage to the golf course gate. Mr. Randall noted that although the camera captured the incident, it was from the back of the car, not the front that impacted the gate. The license plate was also captured and all the information has been recorded.

Craig Maksymiak made Motion 21-1685 to approve the Proven IT quote and authorize the District to purchase ten (10) Verkada surveillance cameras at a cost not to exceed \$17,803 as presented. Brian Mulheran seconded.

Vote on Motion: Ayes: Frank Florentine, Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, and Ken Blackburn. Nays: None. Motion passed.

Secretary, Jim Randall requested consideration of an Alta Equipment Lease Agreement for a Kubota Mini Excavator at a cost not to exceed \$120,940, with a five (5) year term and annual payments of \$25,750 through October 12, 2025.

Said equipment is in the maintenance garage for Board review. Mr. Randall noted the mini excavator that was on loan from Alta was used to repair the water main break at the Community Center, and to demo the unused ball diamonds at Hilda Walker School and Champions Park. Additional attachments will be purchased, enabling staff to complete multiple functions, i.e. grading and sloping. The mini excavator is very user friendly, and the District has two staff members that adept in its use. This is a long-term tool and can be purchased for \$1 at the end of the lease agreement.

Joe Vlosak made Motion 21-1686 to approve an Alta Equipment Lease Agreement for a Kubota Mini Excavator at a cost not to exceed \$120,940, with a five (5) year term and annual payments of \$25,750 through October 12, 2025, as presented. Denis Moore seconded.

Vote on Motion: Ayes: Frank Florentine, Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, and Ken Blackburn. Nays: None. Motion passed.

Jim Randall is in the process of completing departmental overviews. All departments will develop a bullet point list of calendar items and recurring events, highlighting what takes place on an annual basis to provide a systematic approach to the District's operation.

Monthly updates from each department are included with the Executive Director's Report. This information has ensured that Board Members are more aware of what staff do on a monthly basis.

The Park District's plan to extend its path from Hilda Walker to behind the football practice field, then join the path at Kiwanis Park was put before the Summit Hill School Board and was approved at their October 20 meeting.

Jim Randall noted that he and Park District staff meet monthly with Dr. McDermott, Superintendent of SHSD 161, and it has been a great experience.

The oil spill at Woodlawn Park pond has been handled as professionally as possible and has been rectified with no long term impact.

Two aerifiers, with one provided at no cost, were installed in the Community Park pond to help limit algae growth and improve the health of the pond. The compressor runs year round and could lead to thin ice conditions due to the oxygen that is pumped into the pond. The resulting improvement to the water quality could enable the District to stock the pond with trout next year, making it an attractive fishable site.

Jim Randall will be out of town for the November Board Meeting and Audrey Marcquenski will run the meeting. Staff will present their annual reports during this meeting.

X. Committee Reports

A. Maintenance

The 32 year old RPZ fire suppression system at the Community Center failed, leading to the discovery that the water main repair that was done last winter was faulty. The bolts were installed upside down, and when water main was shut off, it opened up the main and backed out the bolts. Staff shut the water main off at the road and corrected the problem in-house. The District will seek recompense of damages to irrigation that was completed last year and the landscaping that was installed this year that had been destroyed, due to the contractor's error.

B. Recreation

Programming participation is increasing.

Erin Kertson, Recreation Supervisor returned from her honeymoon, and during her absence, John Keenan, Superintendent of Recreation, filled in, realizing and appreciating the contributions of staff when they are not present to complete their normal tasks.

C. Information Technology

Sufficient information was included in the Executive Director's Report

D. Special Recreation

Sufficient information was included in the Executive Director's Report.

E. Finance and Planning

No report

F. Golf Course

Sufficient information was included in the Executive Director's Report.

G. Office

A second interview for the receptionist will be conducted on Monday, October 25. Mr. Randall noted the District is continually seeking employees, and if Board Members are aware of anyone that would be interested in part-time employment and possesses strong computer aptitude, they should encourage them to apply.

H. Risk Management

Sufficient information was included in the Executive Director's Report.

I. Community Updates

Jim Randall noted that Village Manager, Dave Niemeyer retired and has been replaced by Pat Carr, a Frankfort Square Park District resident. Mr. Carr visited with Jim previously, and he wishes to keep lines of communication open between the Village and Park District.

There is a tentative proposal to construct a 160 condo unit at the parcel located on Harlem Avenue between Summit Hill Junior High and Lincoln-Way North. The fire department is not pleased with the single entrance situation included with this development. Mr. Randall noted there is also a proposal for a Thornton Gas Station at the south west corner of this parcel.

J. Freedom of Information

The Park District received no FOIA request over the past month.

XI. Old Business

Jim Randall reported that the attorney for the driver in question that caused damage to the golf course gate contacted the Park District the day following the incident. He was directed to our risk management legal counsel. Mr. Randall also met with the Will County Sheriff's Department, and the investigation is ongoing.

The gate can be repaired and PDRMA will cover the costs and recoup the loss from the individual responsible for the damages.

XII. New Business

No new business was discussed.

A. Commissioner's Comments

Denis Moore thanked Jim Randall for arranging the special meeting that was conducted in advance of this Board Meeting. Mr. Moore found the financial presentation, provided by Attorney/CPA, Jim Rock, to be very informative and helpful.

XIII. Executive Session

No business was brought before the Board that required an executive session.

XIV. Adjournment

Craig Maksymiak made Motion 21-1687 to adjourn the meeting at 7:56 p.m. Frank Florentine seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell