

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
March 21, 2024

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 7:00 p.m.

II. Roll Call

Present were: Phil Cherry, Frank Florentine, Dave Macek, Craig Maksymiak, and Denis Moore.

Also present were: Audrey Marcquenski, Executive Director/Secretary, Linda Mitchell, Recording Secretary.

Absent was: Ryan Holley

III. Pledge of Allegiance

IV. Public Input

No members of the public were present.

V. Correspondence

Ms. Marcquenski presented the following correspondence for Board review.

A. Appreciation

Thank you note received from the Lincoln-Way 210 Foundation for the Park District's donation of nine foursomes of golf with power carts as auction prizes in support of their annual Dinner Gala fundraiser that benefits D210 schools.

Thank you letter received from The Cancer Support Center for the District's ongoing support of their organization, most recently through an in-kind donation of a Square Links foursome of golf with power carts for their 2024 Annual Spring Gala.

B. Informative

Letter received from the Illinois Department of Natural Resources regarding the \$600,000 OSLAD grant award to redevelop Hunter Prairie Park. The IDNR also commended the Park District's plan to enhance open space for its residents and stated it was recognized as a quality project in a very competitive 2024 selection process.

Email provided to USA Pickleball Ambassador regarding pickleball court rules in advance of the upcoming season and the response received from the recipient stating that he will share the information to ensure an understanding of the Park District's expectations for the safe and enjoyable usage of the facility.

VI. Presentation of February 15, 2024 Board Meeting Minutes

Denis Moore made Motion 24-1904 to accept the February 15, 2024 Board Meeting Minutes, as presented. Frank Florentine seconded.

Vote on Motion Ayes: Phil Cherry, Frank Florentine, Craig Maksymiak, Denis Moore, and Dave Macek. Abstained: None. Nays: None. Motion passed.

VII. Legal Report

Audrey Marcquenski presented an Illinois Department of Natural Resources (IDNR) Project Agreement for OSLAD Grant 24-2502 Hunter Prairie Park Redevelopment, a copy of which was provided to each Board Member in advance of said meeting and requested consideration of same.

Craig Maksymiak made Motion 24-1905, authorizing Audrey Marcquenski to execute the Project Agreement between the IDNR and the Park District for OSLAD Grant 24-2502 Hunter Prairie Park Redevelopment, as presented. Phil Cherry seconded.

Vote on Motion Ayes: Phil Cherry, Frank Florentine, Craig Maksymiak, Denis Moore, and Dave Macek. Abstained: None. Nays: None. Motion passed.

Audrey Marcquenski presented a Planning Resources, Inc. (PRI) Design Services Agreement to Redevelop Hunter Prairie Park, a copy of which was provided to each Board Member in advance of said meeting and requested consideration of same.

Phil Cherry made Motion 24-1906, authorizing Audrey Marcquenski to execute the PRI Design Services Agreement to Redevelop Hunter Prairie Park, as presented. Craig Maksymiak seconded.

Vote on Motion Ayes: Phil Cherry, Frank Florentine, Craig Maksymiak, Denis Moore, and Dave Macek. Abstained: None. Nays: None. Motion passed.

VIII. Treasurer's Report

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

Denis Moore made Motion 24-1907 to accept the Accounts Payable Listing. Craig Maksymiak seconded. Motion carried.

Vote on Motion Ayes: Phil Cherry, Frank Florentine, Craig Maksymiak, Denis Moore, and Dave Macek. Abstained: None. Nays: None. Motion passed.

IX. Executive Director's Report

It was with great sadness that Audrey Marcquenski presented Ken Blackburn's letter of resignation from the Park Board of Commissioners following 35 years on continuous volunteer service.

Ms. Marcquenski further noted that Mr. Blackburn is the longest serving Commissioner, and we cannot begin to thank him enough for his dedication and service to the FSPD. An honorary resolution detailing Mr. Blackburn's distinguished service was introduced, a copy of which is attached and made part of these minutes.

Ms. Marcquenski expressed appreciation to the Frankfort Township Highway Department for assisting the Park District in honoring Mr. Blackburn by securing and installing "Ken Blackburn Drive" signs at the intersections of Kingston Court and Kingston Drive and Laurel and Kingston Drive.

Commissioner Denis Moore expressed a desire to further recognize Ken Blackburn for his many years of service to the Park Board and Frankfort Square community. Ms. Marcquenski had investigated other possibilities she wished to discuss with the Park Board that included either naming Community Park Pond in Ken's honor, or the athletic fields at Kiwanis Park.

A full discussion ensued with all in agreement that Community Park, considered to be in the heart of the Frankfort Square community and a high-profile park, would be a great location. Ms. Marcquenski will take all suggestions under advisement, will get pricing for the ideas presented, and will present options with cost for Board consideration.

Ms. Marcquenski thanked Board Members that served on the 2024 College Scholarship Program judging committee, noting it was a highly competitive process this year with many quality applicants.

Treasurer, Craig Maksymiak noted that with all identifying information removed, the committee judges based solely on the merits of the applications.

Phil Cherry and Frank Florentine agreed to present scholarship awards to the recipients at Lincoln-Way East High School's Community Scholarship Night on May 8, 2024.

Ms. Marcquenski reported that the April 18 Board Meeting will mark the 50th anniversary of the Park District's first Board Meeting.

X. Department Reports

A. Maintenance

Audrey Marcquenski presented an updated copy of the current fiscal year project list, enabling Board Members to review what has been completed, what is pending, and the costs of the previously approved projects and purchases.

Ms. Marcquenski also presented the 2024/2025 Recommended Project List for advanced review prior to consideration at the April 18 Board Meeting. These lists have proven to be valuable tools for staff, and moving forward, the current fiscal year lists will be shared periodically, enabling Board Members to have a better understanding of the status of projects.

Hunter Prairie Park is the main project, and other highlights include security cameras and a point and shoot basketball court at Union Creek Park.

The Park District has plans to install a path at Champions Park, and following SHSD 161's announcement to again use Mary Drew as a school, Ms. Marcquenski will revisit this plan with the administration.

The golf course had a very successful 2023 season, enabling the consideration to expand the practice area.

Mr. Moore asked if certain projects would be prioritized on the 2024/2025 list. Ms. Marcquenski noted Hunter Prairie Park is the main focus and must be completed within two years of project agreement execution. Some projects are scheduled based on contractor availability, i.e. the Island Prairie Park boardwalk repair was removed from the FY 2024 list and added to the FY 2025 list. Commissioner Phil Cherry suggested using Park District staff to make simple repairs, noting that time can be problematic, but perhaps paying overtime hours would be more economical than paying a contractor. This suggestion will be taken under advisement.

Ms. Marcquenski noted that this is a good time for the Board to make suggestions for additional projects.

Mr. Moore asked if the list includes any resident requests. Ms. Marcquenski responded that as residents make requests throughout the year, such as additional benches, the Park District typically meets those requests as soon as possible.

B. Recreation

Jackie Keenan, Social Media Coordinator, has been a nice addition to the brochure team, with her attention to design and detail.

C. Information Technology

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

D. Special Recreation

The Lincolnway Special Recreation Association provided an introduction to their agency in February, where people could learn about the services they offer.

Dave Macek, President of the LWSR Foundation, confirmed that two golf outing fundraisers have been scheduled in 2024, Sanctuary Golf Course in New Lenox on August 9, and Green Gardens Country Club in Manhattan on August 16. In addition, the March 30 Bunny Breakfast fundraiser event has been sold out. Mr. Macek was pleased to announce that in 2023, LWSRF donated \$60,000 to LWSRA through their fundraising efforts.

E. Finance and Planning

Ms. Marcquenski reported that the Park District remains in a good financial position, and recently received \$305,000 in Cook County tax distributions.

The Will County Tax Rate Calculation report was received that included 3.4% CPI and 11% growth in Will County. The preliminary extension amounts per fund were added to the third draft of the budget.

F. Golf Course

Square Links will open for the 2024 season on April 1, but if weather conditions permit, it could open earlier.

Reliable Property Services is prepared for the opening, and a new golf teacher, Matt Major was hired. Matt is a Park District resident and has extensive experience through teaching golf at White Mountain and Cog Hill and is also the girls' golf coach at Lockport High School.

G. Office

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

H. Risk Management

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

I. Community Updates

No report.

J. FOIA

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

XI. Old Business

Ms. Marcquenski presented the third draft of the 2024/2025 budget, a copy of which was provided to each Board Member in advance of said meeting, and highlighted the Corporate and Recreation Funds, noting that the Corporate and Recreation Fund sections were increased following the receipt of the Will County Tax Rate Calculation report on March 14, 2024.

As there were no questions regarding the budget, Ms. Marcquenski noted that staff will continue to refine numbers in advance of presenting the Operating Budget for Board consideration at the April 18, 2024 meeting.

XII. New Business

Dave Macek announced that he will be moving out of the FSPD borders and will therefore officially resign from the Park Board. Mr. Macek's resignation will be effective when he moves out of his home and based on expected closing dates. His last Board Meeting will be April 18, 2024.

Board Members thanked Dave for his service to the Park District and community.

Mr. Macek appreciated the kind words and explained how, after serving as a Board Member for FSBL and SHSD 161, he ran for the Park Board after attending a Truth in Taxation Public Hearing where he questioned what appeared to be a substantial increase in property taxes.

Jim Randall, who was Executive Director at that time, graciously explained that the Park District cannot raise taxes, and simply inflates its levy to ensure it captures new growth within the District. Mr. Macek appreciated the time Mr. Randall took to ensure he had a good understanding of the process. After becoming better acquainted with Mr. Randall, and the Park District, Mr. Macek successfully ran in the following Consolidated Election and has served as Park Board Commissioner for the past nineteen years.

Ms. Marcquenski noted that the Park District will post a notice of Park Board Vacancy on its website and at the Community Center, and the Park Board will accept Letters of Interest from interested parties and will then deliberate prior to making appointments.

Commissioners Comments

Phil Cherry wished Dave Macek well on his next journey and noted that he has gone above and beyond for everyone in the community.

Frank Florentine thanked Mr. Macek for his service and mentorship and wished him well.

Denis Moore offered his congratulations to Dave Macek.

Craig Maksymiak appreciated the friendship he had with Mr. Macek over the years and wished him the best of luck in the years ahead.

XIII. Executive Session

Denis Moore made Motion 24-1908 to enter into Executive Session at 8:27 p.m. Frank Florentine seconded. Motion carried in a vote by voice.

The Park Board entered into Executive Session to conduct the annual full-time staff evaluations.

Craig Maksymiak made Motion 24-1909 to go out of Executive Session and enter into Open Session at 8:47 p.m. Phil Cherry Seconded. Motion carried in a vote by voice.

XIV. Adjournment

Craig Maksymiak made Motion 24-1910 to adjourn the meeting at 8:50 p.m. Denis Moore seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell



RESOLUTION

A RESOLUTION RECOGNIZING KENNETH W. BLACKBURN FOR DISTINGUISHED SERVICE TO THE FRANKFORT SQUARE PARK DISTRICT BOARD OF COMMISSIONERS

Whereas, Ken Blackburn was initially elected to the Frankfort Square Park District Board of Commissioners in 1989 and was reelected at eight consecutive Consolidated Elections; and

Whereas, Ken Blackburn served as Treasurer from 1998-2003, elected and served as Vice President from 2004-2010, elected and served as President since 2011; and

Whereas, Ken Blackburn helped found the Frankfort Square Park District College Scholarship Program in 2006, awarding \$145,000 to 145 high school graduates seeking higher education; and

Whereas, Ken Blackburn approved successful grant applications, securing \$4,774,760 that enabled park improvements and acquisitions throughout the community; and

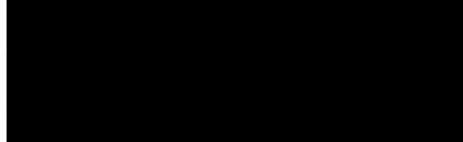
Whereas, Ken Blackburn approved successful referenda ballot measures that raised over \$6.4 million for park and recreation improvements; and

Whereas, Ken Blackburn represented the Frankfort Square Park District at NRPA Congress events, accepting the 2007 and 2017 Grand Award on behalf of the Park District.


NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Frankfort Square Park District, Will County, Illinois, that we hereby commend Ken Blackburn for 35 years of service, contributing time and talents for the benefit of his community and Park District.

Dated this 21st day of March, 2024.

By:


David J. Macek, Vice President
Park Board of Commissioners

ATTEST


Audrey Marcquenski, Secretary
Park Board of Commissioners

PARK SEAL