

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
March 20, 2014

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: Anthony Granata, Jim Kohlbacher, Dave Macek, Craig Maksymiak, Brian Mulheran, and Joe Vlosak

Absent was: Ken Blackburn

Also present were: Dave Anders, Park Attorney
Jaime Calbe, LWN teacher/J. Kyle Braid Leadership Program (JKB) sponsor, and JKB student members, Josh Mutter, Erin Creedon, Allis Sylvester, Julian Hylton, and Ozzy Salazar.

IV. Public Input

Jim Randall welcomed Ms. Calbe and the JKB student members, noting that the park district learned they were in need of support in order to sustain the valuable leadership program. The Board was interested in learning more about the program, and Ms. Calbe and the student members were in attendance to provide details.

JKB was formed by parents who lost their only son during his sophomore year in high school. The organization is designed to instill leadership qualities into high school students who demonstrate potential through athletic and academic accomplishments. Students are nominated and undergo an intense interview process, after which eight individuals are chosen. The students attend a ranch in Colorado, participating in team building exercises while learning how to become team leaders. The skills and lessons learned are then put to use in real life situations both at school and within the community.

All student present described the challenging experiences and the lessons learned that included not only leadership, but conflict resolution, coping strategies, and teamwork.

Mr. Randall stated that the Frankfort Square Park District takes leadership seriously, and understands that although the 2014 JKB Leadership Program is still funded, the family's funding sources are depleting, and the program may not be sustained.

Jim Randall requested Board consideration to provide 50% matching funds in support of the JKB Leadership Program this year, with a commitment to fund future years.

Anthony Granata made Motion 14-999 to provide park district financial support to the JKB Leadership Program as requested. Jim Kohlbacher seconded. Motion carried.

V. Correspondence

A. Appreciation

1. Thank you note received from coordinator of Hearts 4 Heather fundraiser for donation of raffle prize in support of their event.
2. Letter received from SHSD 161 Superintendent, Barb Rains, expressing appreciation for provision of snow plowing and continued support of the FSPD/SHSD partnership.
3. \$1,000 donation received from a preschool family as a thank you for their children's ELC Preschool experience.

VI. Presentation of the February 20, 2014 Board Meeting Minutes.

Jim Kohlbacher made Motion 14-1000 to accept the March 20, 2014 Board Meeting Minutes as presented. Craig Maksymiak seconded. Vote on motion: 5 in favor, Anthony Granata abstained. Motion passed.

VII. Legal Report

Jim Randall presented Ordinance No. 14-03-277, an Ordinance authorizing the issuance of not to exceed \$250,000 2013 Corporate Purposes Taxable Tax Anticipation Warrants in anticipation of the collection of taxes levied for the year 2013 by the Board of Park Commissioners of the Frankfort Square Park District, Will and Cook Counties, Illinois for corporate purposes, a copy of which was provided to each member of the Board prior to said meeting, and asked consideration of same.

Mr. Randall further noted that in the event the tax extension from the county is delayed, Tax Anticipation Warrants would provide a short-term bridge loan, should a shortfall occur at the end of the current fiscal year.

Anthony Granata made Motion 14-1001 approving the adoption of Ordinance No. 14-03-277 as presented. Craig Maksymiak seconded. Following a full and complete discussion, motion carried.

Attorney Dave Anders is working on a tax exempt property issue for a parcel located in the Plank Trail subdivision.

VIII. Treasurer's Report

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

Craig Maksymiak made Motion 14-1002 to accept the Accounts Payable Listing, pending audit. Anthony Granata seconded. Motion carried.

IX. Executive Director's Report

Board Members reviewed the first draft of the 2014/2015 budget on Wednesday, March 19th. Jim Randall anticipates receiving the Will County Tax Rate Calculation report in advance of the next meeting, and the Working Budget will be revised accordingly and presented for Board consideration at the April meeting.

Mr. Randall requested an Executive Session at the conclusion of the March 20th meeting to discuss personnel compensation for the 2014/2015 fiscal year.

Jim Randall requested consideration to renew the Blue Cross Blue Shield health insurance policy with HSA employer contributions as detailed in the opinion and comparison provided in the first draft budget packet reviewed during the March 19th meeting.

Brian Mulheran made Motion 14-1003 to renew the Blue Cross Blue Shield health insurance policy with HSA employer contributions as presented. Jim Kohlbacher seconded. Motion carried.

The park district submitted the ComEd Green Region grant application, requesting funding to extend the Island Prairie Park boardwalk, authorized via Resolution No 14-02-12, (*ref Feb. 20, 2014 Board Meeting Minutes, Sect. VIII. Legal Report, Motion 14-995*).

The 2014 Gold Medal application was completed, submitted to the NRPA, and was posted to the park district website for public review.

Jim Randall reported that the Master Plan will be finalized over the next 6-8 weeks. An initial draft was provided to Board Members for input, and posted to the park district website for public review.

Jim Randall will present projects for the upcoming fiscal year on a month-by-month basis to Board Members for consideration. May projects include a roof replacement for older sections of the Community Center, changes to cell phone and radio usage, and equipment trade-in and purchase. A proposal for the potential equipment purchase will be received in April.

X. Committee Reports

A. Maintenance

Maintenance staff have been extremely busy with snowplowing, delaying opening procedures for the parks, which will be accomplished over the coming weeks.

B. Beautification and Natural Areas

All beautification staff received training certification, and are recertified annually to ensure that safe and appropriate use of park district equipment and methods are employed.

C. Recreation

The summer brochure was delivered to the Frankfort and Tinley Park Post Offices on March 19th.

D. Early Childhood

Jim Randall noted that the \$1,000 donation, detailed in the above Correspondence section, will be utilized to purchase books for the preschool's library.

E. Internet and Technology

All computer hardware/software upgrades have been completed and are working well.

F. Special Recreation

SSSRA is finalizing its budget process, with board members debating employee compensation and benefits.

G. Finance and Planning

The 2014/2015 budget will be updated upon receipt of the Will County Tax Rate Calculation, anticipated in late March.

Jim Randall is working with Craig Maksymiak to provide a 5-year revenue/expense analysis.

H. Township Planning Commission/SHSD 161 Workshop Committee

Dave Macek was unable to attend the March 3rd meeting of the Township Planning Commission, but noted the agenda did not include any action items.

Summit Hill School District 161 is preparing a five year building utilization plan, which will be presented to the School Board in June.

The Mary Drew facility is currently at maximum use by for-profit organizations, which cannot be exceeded without risking the school district's tax exempt status.

Summit Hill is interested in discussing potential park district usage of Mary Drew at a future date. Mr. Randall noted expansion of the BAS program could make this a possibility, but programming at remote locations can present issues, and would need to be fully researched.

I. F.A.N.

Participation is winding down, but Jim Randall reported that the program was well attended during the 2013/14 season.

J. Golf Course

Ray Schmitz, Square Links Superintendent, will need two days to prepare the course for play. Mr. Randall hopes to open on March 31st, but weather may push the opening date to the month of April. The only concern is the 6" of frost on the greens.

Jim Randall met with a Toro representative to discuss use of sensors to test moisture levels, enabling irrigation based on need rather than time, potentially reducing watering by approximately 66%.

K. Office

A new card machine and software was installed in the front office.

L. FOIA

No FOIA requests were received over the past month.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Executive Session

Craig Maksymiak made Motion 14-1004 to enter into Executive Session. Brian Mulheran seconded. Motion carried.

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(Sect. XIII. Executive Session, continued)

The Executive Session was called for the purpose of reviewing personnel salaries and benefits, a function of the annual budget process.

Jim Kohlbacher made Motion 14-1005 to go out of Executive Session.

Brian Mulheran seconded. Motion carried.

XIV. Adjournment

Anthony Granata made Motion 14-1006 to adjourn the meeting at 8:55 p.m.

Craig Maksymiak seconded. Motion carried.

Respectfully submitted:

Linda Mitchell