

FRANKFORT SQUARE PARK DISTRICT  
BOARD MEETING  
February 18, 2016

The following are Minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Frankfort Square Park District Administration Building, Room 204, 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, Anthony Granata, Jim Kohlbacher, Dave Macek, Craig Maksymiak, Brian Mulheran, and Joe Vlosak.

Also present: Julie Arvia, Park Naturalist  
Laurie and Steve Cook and unidentified residents

IV. Public Input

Julie Arvia was present to conduct a lottery for remaining garden plots in Brookside Bayou and Community Gardens Park. Ms. Arvia noted that the community garden plots have been available for the past five years, and information about the lottery was placed on the Park District's marquees and in the local press. Nine residents and three non-residents are included in this year's lottery.

Commissioner, Dave Macek, blindly pulled all twelve lottery cards, and the first seven individuals will be notified that they will be assigned to one of the seven remaining plots. Should any of the seven lottery winners decline, the next person(s) on the list will be notified.

Mr. Randall noted that, pending referendum approval, community gardens would be installed at Community Park, located at St. Francis and Frankfort Square Road. This amenity was included in a \$400,000 OSLAD grant that was initially successful, but the District was then notified that due to budget cuts, funding is no longer available.

Mr. Randall further stated that referendum materials, both current, and from 2002 has been available for resident review. The Park District wants to ensure all residents have access to information, in order to make an informed decision.

Members of the public were in attendance to discuss issues related to the closing of Lincoln-Way North High School, and how the decision will impact the Park District and community.

Jim Randall specifically addressed the issue of the Dog Obedience classes that the Park District began offering in 2014 in the LWN pole building. Prior to assuming the operation of this program, the facility was used to store bricks. The concept was to utilize the building in a way that would benefit the community.

Mr. Randall also responded to the question of how the potential leasing of the school by outside parties would impact the intergovernmental agreement by and between the Lincoln-Way School District and Frankfort Square Park District. Mr. Randall stated it is his understanding that the building may continue as a community asset, further noting there is a ninety day clause in the agreement regarding termination of same.

Residents asked if the building closes, would the Park District's F.A.N. program remain open. Mr. Randall noted he is highly optimistic the redrafted intergovernmental agreement, that will come before the Park Board during this meeting, will be acted upon at the March 10<sup>th</sup> School Board Meeting.

Residents inquired about the pool, and Mr. Randall responded that the pool would not be available for Park District use, but the FSPD would be able to provide access to the Lincoln-Way East pool.

A resident asked if Lincoln-Way is planning to drain the LWN pool. Mr. Randall is unaware of any such action at this time.

Concerns were expressed regarding the school falling into disrepair when closed. Mr. Randall noted that the Park District would take care of the outside grounds, pending agreement approval. Conversely, the Park District would not maintain the school grounds if the cost will be greater than the benefit. Per intergovernmental agreements, the Park District provides exchange of service when residents are provided with tangible benefits.

Residents expressed appreciation for the opportunity to discuss matters of concern, and for the information provided.

Mr. Randall thanked all in attendance, stating that he and the Park Board always welcome and appreciate resident input, and requested Dog Obedience Program documents will be forwarded to a resident that provided an email contact.

## V. Correspondence

### A. Appreciation

Email received from Rich McCully, Boy Scout Troop 237, expressing appreciation to Jim Randall for presenting referendum information during a recent Troop meeting. Mr. McCully noted he has received positive feedback from attendees.

### B. Information

Jim Randall distributed photos of the February 6<sup>th</sup> event, where the Park District's Braemar Dance program competed in its first-ever dance competition, hosted by the Des Plaines Park District. The FSPD dancers won two 1<sup>st</sup> place trophies, one 2<sup>nd</sup> place trophy, and the instructors won the Choreography Specialty Award.

Jim Randall noted that Boy Scout Troop 237 asked to assist with the Island Prairie Boardwalk extension project, scheduled to begin this June.

VI. Presentation of the January 21, 2016 Board Meeting Minutes

Anthony Granata made Motion 16-1162 to accept the January 21, 2016 Board Meeting Minutes as presented. Dave Macek seconded.

Vote on Motion: Ayes - Anthony Granata, Jim Kohlbacher, Craig Maksymiak, Brian Mulheran, Joe Vlosak, Dave Macek, and Ken Blackburn. Nays: None. Motion carried.

VII. Legal Report

Secretary, Jim Randall read Ordinance No. 16-02-292 into the record, an Ordinance authorizing the issuance of not to exceed \$400,000 2015 corporate purposes taxable tax anticipation warrants in anticipation of the collection of taxes levied for corporate purposes and authorizing the sale of said warrants to Old Plank Trail Community Bank, a copy of which was provided to each Board Member in advance of said meeting, and requested consideration of same.

Dave Macek made Motion 16-1163 approving the adoption of Ordinance No. 16-02-292 as presented. Craig Maksymiak seconded.

Vote on Motion: Ayes - Anthony Granata, Jim Kohlbacher, Craig Maksymiak, Brian Mulheran, Joe Vlosak, Dave Macek, and Ken Blackburn. Nays: None. Motion carried.

Secretary, Jim Randall, read Ordinance No. 16-02-293 into the record, and Ordinance defining meeting and adopting policies for remote participation, a copy of which was provided to each Board Member in advance of said meeting, and requested consideration of same.

Anthony Granata made Motion 16-1164 approving the adoption of Ordinance No. 16-02-293 as presented. Dave Macek seconded.

Mr. Randall noted that twenty-four hour notice would be required to make provisions for remote participation, and to be made part of the record.

Vote on Motion: Ayes - Anthony Granata, Jim Kohlbacher, Craig Maksymiak, Brian Mulheran, Joe Vlosak, Dave Macek, and Ken Blackburn. Nays: None. Motion carried.

Secretary, Jim Randall, read an Intergovernmental Agreement by and between the Lincoln-Way Community High School District 210 and the Frankfort Square Park District providing for the use of Lincoln-Way High School facilities into the record, a copy of which was provided to each Board Member in advance of said meeting, and requested consideration of same.

Craig Maksymiak made Motion 16-1165 authorizing the Intergovernmental Agreement by and between the Lincoln-Way Community High School District 210 and the Frankfort Square Park District as presented. Anthony Granata seconded.

Mr. Randall noted the agreement represents an invaluable asset that he hopes will continue.

Vote on Motion, following a full discussion: Ayes: Jim Kohlbacher, Craig Maksymiak, Brian Mulheran, Joe Vlosak, Dave Macek, and Ken Blackburn. Nays: None. Motion carried.

*Note: Anthony Granata left the meeting at 7:55 p.m., and was absent at time of Roll Call.*

VIII. Treasurer's Report

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

Dave Macek made Motion 16-1166 to accept the January Accounts Payable Listing, pending audit. Brian Mulheran seconded.

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

IX. Executive Director's Report

The March 17, 2016 Board Meeting will be held at Square Links Golf Course and will include a budget meeting at 7:00 p.m., and an Executive Session for the annual review of employees.

The two garages, for equipment storage at the Community Center, were delivered.

Requests for Proposals for the pole barn and garage roof at the Community Center were prepared.

The Park District will participate in the annual Family Faire on March 5<sup>th</sup> at Lincoln-Way Central High School. Staff will provide referendum materials during this event.

The Daddy/Daughter Dances were held on February 20<sup>th</sup> and 27<sup>th</sup>, and both events had full participation.

The golf course is scheduled to open on March 15<sup>th</sup>, weather permitting.

X. Committee Reports

A. Maintenance

Maintenance staff will recondition eighty-five picnic tables over the winter.

The Island Prairie boardwalk extension project will begin in June, and Jim Randall hopes the construction will be completed in July.

B. Recreation

Staff are working on the summer brochure, which is scheduled to be delivered to residents' homes on or about March 17<sup>th</sup>.

Jim Randall discussed the success of the dance program, in particular, the company classes that competed at a state level for the first time, and won two first place trophies, one second place trophy, and an award for choreography, as detailed above in Section V. Correspondence, above.

C. Information Technology

The new telephones are in place, but are operating as analog until Comcast completes its line installation. The line would normally cost \$4,800, but due to a Comcast error, the Park District will not incur the charge.

D. Special Recreation

SSSRA conducted a budget meeting this morning.

The provision of a before and after school program at Mary Drew for children with special needs was addressed during the February 18<sup>th</sup> regular meeting agenda.

E. Finance and Planning

The Board was presented with a first draft of the 2016/2017 budget during this February 18<sup>th</sup> regular meeting. Updated drafts will be provided at the March 17<sup>th</sup> meeting, and the final operating budget will be considered during the April 21<sup>st</sup> regular Board Meeting.

Mr. Randall noted the upcoming budget will include basic fix and repair items if the referendum is not successful.

F. Township Planning Commission

Jim Randall reported that there has been an upswing in construction that includes a senior development adjacent to the Kiwanis Park ballfields. There is a concern regarding the close proximity of the buildings to the ballfields, and Mr. Randall stated the Park District may consider putting up an 80' net to address this issue. The developer of the units will provide a sewer and water connection that would enable the installation of restrooms at the park site.

Jim Randall attended the Village of Frankfort Board Meeting on February 16<sup>th</sup> to present referendum information, and learned that a multi-screen movie theater will occupy the vacant Dominick's Grocery Store building in LaGrange and LaPorte Roads in Frankfort.

Enrico's will reopen its restaurant in a strip mall north of Alsip Nursery on LaGrange Road.

The Brookside Glen subdivision in Tinley Park and Lighthouse Pointe subdivision in Frankfort have seen housing starts that may reflect signs of recovery.

G. SHSD 161 Workshop Committee

Dave Macek reported that there have been no Workshop Committee meetings scheduled.

Jim Randall reported that Park District staff meet once a month with SHSD 161 Superintendent, Barb Rains, and Building and Grounds Supervisor, Jim Jacobowski, to review their exchange of services related to the Park District's use of Mary Drew.

Mr. Randall noted that SHSD 161 has been a supportive intergovernmental partner, and he will be attending the School District's March Board Meeting to present referendum information.

H. Golf Course

Square Links is scheduled to open March 15<sup>th</sup>, but the restaurant will not open until June. Mr. Randall further noted that the Park District received no response to the published restaurant RFP.

Due to the resignation of Kelly VanHyning, Manager, and Ray Schmitz stepping down from Superintendent to Assistant Superintendent, there have been many changes to the golf course operation, but all is in place for another successful season.

I. Office

The office staff have been adjusting to the new phone system that replaces the outdated and problematic phones that were installed in 1995. Jim Randall reported that Diane Meister, Office Manager/Bookkeeper, has been a tremendous asset with IT transitions and the new phone system.

Deb Cancialosi and Diane Meister will attend a RecTrac online software seminar in Vermont in August to learn about an upcoming major upgrade.

J. Risk Management

Jim Randall requested approval of Chapters 5 and 6 of the Park District's Safety Manual, copies of which were provided to Board Members during the January 21, 2016 Board Meeting for review, and requested consideration of same.

Dave Macek made Motion 16-1167 to adopt Chapters 5 and 6 of the Park District's Safety Manual, as presented. Jim Kohlbacher seconded.

Mr. Randall reported that the Safety Manual, which took a year to generate, is now complete.

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

K. Wellness Committee

The BAS program completed its first physical challenge, “The Road to Disney”, and is not participating in “Spring into Fitness”.

The staff challenge “Walking to Sonoma” also wrapped up, and staff are now participating in a new fitness challenge that was introduced by the Wellness Committee.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Executive Session

It was determined that there was no business brought before the Board that would require an Executive Session.

XIV. Adjournment

Dave Macek made Motion 16-1168 to adjourn the meeting at 8:20 p.m. Craig Maksymiak seconded. Motion carried.

Respectfully submitted:  
Linda Mitchell