

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
December 6, 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: Frank Florentine, Dave Macek, Craig Maksymiak, Denis Moore, Brian Mulheran, and Joe Vlosak.

Absent was: Ken Blackburn

IV. Public Input

No members of the public were present to provide input.

V. Correspondence

No correspondence was presented.

VI. Presentation of the November 18, 2021 Board Meeting Minutes.

Craig Maksymiak made Motion 21-1694 to accept the November 18, 2021 Board Meeting Minutes as presented. Frank Florentine seconded.

Commissioner, Frank Florentine commented that the staff provided great presentations during the November 18 meeting.

Vote on Motion Ayes: Frank Florentine, Craig Maksymiak, Denis Moore, Brian Mulheran, and Dave Macek. Abstained: Joe Vlosak. None. Nays: None. Motion carried.

VII. Consideration of Tax Levy Ordinance No. 21-12-336 for fiscal year 5/1/21-4/30/22.

Secretary, Jim Randall, presented and read by title Tax Levy Ordinance No. 21-12-336 for fiscal year 5/1/21-4/30/22 into the record, a copy of which was provided to each Board Member prior to said meeting, and requested consideration of same.

Jim Randall noted the Tax Levy is a necessary action that enables extension of tax dollars, and post-approval, will be filed with the Will and Cook County Clerk's Offices.

Craig Maksymiak made Motion 12-1695 to adopt Tax Levy Ordinance No. 21-12-336 for fiscal year 5/1/21-4/30/22, as presented. Joe Vlosak seconded.

Vote on Motion: Ayes: Frank Florentine, Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, and Dave Macek. Nays: None. Motion carried.

VIII. Legal Report

Secretary, Jim Randall presented and read by title Ordinance No. 20-12-337, an Ordinance giving the Cook County Clerk and Will County Clerk direction related to the 2021 Tax Levy, a copy of which was provided to each Board Member prior to said meeting, and requested consideration of same.

Craig Maksymiak made Motion 21-1696 to accept Ordinance No. 21-12-337, an Ordinance giving the Cook and Will County Clerks direction related to the 2020 Tax Levy as presented. Denis Moore seconded.

Mr. Randall noted the Levy Direction Ordinance provides clear direction to the Will and Cook County Clerk's regarding each authorized fund in the Tax Levy.

Vote on Motion: Ayes: Frank Florentine, Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, and Dave Macek. Nays: None. Motion carried.

IX. Treasurer's Report

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

Frank Florentine made Motion 21-1697 to accept the Accounts Payable Listing. Brian Mulheran seconded.

Jim Randall reported that the Park District's finances are in good order, and that last fiscal year, the District ended at \$420,000 over the previous year. It is difficult to predict an end-of-year financial condition, however, if ending identical to last year and with an additional \$221,000, which is the current amount over December, 2020, the District would be closer to meeting its goal of a \$1 million fund balance.

Vote on Motion: Ayes: Frank Florentine, Craig Maksymiak, Denis Moore, Brian Mulheran, Joe Vlosak, and Dave Macek. Nays: None. Motion carried.

X. Executive Director's Report

An abbreviated report was provided to each Board Member in advance of said meeting, and Mr. Randall further noted that he will provide a mid-month Executive Director's Report that will include departmental summaries.

XI. Committee Reports

A. Maintenance

The Maintenance Department is closing down the outdoor season and is preparing snow equipment for the winter season.

With the part-time employees out for the season, the department is down to three full-time staff and two cleaning staff, but are managing all actions very well.

Jim Randall reported on issues related to the Kubota Excavator Lease Agreement. The District signed off of the initial Alta agreement, received the amortization schedule, and made the first annual payment, however, the Bank of the West, managing the lease payments, has provided a different agreement, and the District will comply, but is making adjustments based on the opinion of its risk management agency and Corporate Counsel.

The Square Links Golf Course cart path at Hole 1 was moved and the irrigation has been capped and stubbed for next year. The asphalt portion of this project will be completed early in the season.

B. Recreation

Resident online registration for winter/spring programming began today, December 6, and hard copies of the brochure will be mailed to resident households.

C. Information Technology

The updated RecTrac software program remains a work in progress, and currently, staff are working on a new card printer for F.A.N. membership ID cards.

The newly installed phone system is working well and includes music when on hold, along with other features that are beneficial to the District. In addition, new conference phones have been adapted to this system.

Ten new surveillance cameras will be installed over the next month. Board Members will have the opportunity to download an app, providing them with access to the cameras.

In response to Commissioner Denis Moore's inquiry regarding placement, Jim Randall noted the cameras will be installed in various indoor areas in the Community Center, and outside in the parking lot and maintenance yard. Cameras will also be installed at the golf course with the parking lot, driving range, and cart area as priorities.

Mr. Randall reported that he will recommend replacement of all cameras in the 2022/2023 fiscal year.

D. Special Recreation

Vice President, Dave Macek has an LWSR Foundation meeting on Thursday, December 9.

Mr. Macek reported that Giving Tuesday, the first Tuesday after Thanksgiving, raises approximately \$10,000 annually, however, details regarding this year's fundraiser were not yet available.

Mr. Macek reported that all five time slots for LWSRA's Day with the Grinch event, with Keith Wallace appearing as the Grinch, have been sold out.

E. Finance and Planning

The 2022/2023 budget is nearing completion, ahead of last year, and it reflects good, positive numbers.

F. Golf Course

Jim Randall reported that the golf course had a good year and closed for the season at the end of the day on November 14.

Toptracer is updating its software platform to better resemble a video simulator. Pending good weather, it may be possible to have a demo of the new software.

Mr. Randall commented that the golf course will hold weekend tournaments through Toptracer, such as Closest to the Pin and Longest Drive, and patrons can participate at no cost.

The marketing proposal will be presented to the Board in January, and Mr. Randall hopes it will be completed prior to the start of the 2022 season. The marketing campaign will reach new users, and Mr. Randall noted that when new golfers learn about Toptracer, they appreciate access to this amenity.

Commissioner, Denis Moore asked if Chicagoland Golf will be available at Square Links. Mr. Randall noted that it will be a handicap course beginning with the 2022 season, and we can advertise in their magazine which is available at no cost at many locations, and they may also promote the course with a magazine article.

G. Office

Two new clerical staff members are in training and are working out well.

The office has weathered dramatic changes with the new software program, phone systems, managing Covid-related issues, and meeting the needs of the public.

H. Risk Management

Ed Reidy, Superintendent of Maintenance hosted a PDRMA ladder seminar at the Park District last week that was attended by various PDRMA member park districts.

The Park District received a \$750 grant from PDRMA for its use of broomball shoes that improve safety on ice for its Maintenance employees.

J. Community Updates

Jim Randall had a good meeting Pat Carr, the new Village Manager of Tinley Park, where he learned that adjustments were made to the apartment complex on 191st Street, as the Developer was required to re-permit to ensure construction matches the plan.

Developers, Eamon Malone and Emil Marske will construct townhomes in front of the 191st Street apartments. They may break ground in the spring of 2022, and the development will include a park and path.

Jim Randall and Director, Audrey Marcquenski met with a representative of Redwood Homes, who discussed potential rental units on St. Francis Road and Harlem Avenue. At the time of the meeting, Redwood had not yet approached the County about a permit.

Tinley Park is planning an industrial development on Vollmer Road, north of the Amazon Fulfillment Center. They will loop sewer and water in the Odyssey subdivision, which will be financially beneficial to the residents. This development would not include a TIF. In addition, the Village will research the actual tax rate on the Amazon Fulfillment Center to determine if it is in a TIF.

Vice President, Dave Macek asked if the Village plans to move forward with repairs to the 80th Avenue bridge over I-80. Mr. Randall acknowledged that the bridge would be reconstructed next year.

Jim Randall and Audrey Marcquenski will meet with Dr. McDermott, Superintendent of Summit Hill School District 161 on Wednesday, December 8.

K. FOIA

No FOIA requests have been received.

XII. Old Business

No old business was discussed.

XIII. New Business

No new business was discussed.

Commissioner Comments

XIV. Executive Session

No information came before the Board that required an executive session.

XV. Adjournment

Brian Mulheran made Motion 21-1698 to adjourn the meeting at 7:36 p.m. Denis Moore seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell