

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
October 19, 2023

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: Ken Blackburn, Phil Cherry, Ryan Holley, Dave Macek, Craig Maksymiak, and Denis Moore.

Absent was: Frank Florentine

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

III. Pledge of Allegiance

IV. Public Input

No members of the public were present for input.

V. Correspondence

A. Appreciation

Email received from Franciscan Sisters of the Sacred Heart, thanking the Park District for supporting their annual golf fundraiser with a Square Links foursome of golf raffle prize.

Thank you letter received from St. Julie Billiard Catholic Church, expressing appreciation for the Park District's support of its Taste of St. Julie church fundraiser by providing Square Links passes for their raffle.

VI. Presentation of the September 21, 2023 Board Meeting Minutes.

Craig Maksymiak made Motion 23-1872 to accept the September 21, 2023, Board Meeting Minutes as presented. Denis Moore seconded.

Vote on Motion: Ayes: Phil Cherry, Ryan Holley, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Abstained: None. Nays: None. Motion passed.

VII. Legal Report

Audrey Marcquenski, read by title and requested consideration of Resolution No. 23-10-45 a Truth in Taxation Law Resolution providing an estimate of taxes to be levied in accordance with Section 60 of the "Truth in Taxation Law", a copy of which was provided to each Board Member in advance of said meeting.

Dave Macek made Motion 23-1873 to adopt Resolution No. 23-10-45 a Truth in Taxation Law Resolution providing an estimate of taxes to be levied in accordance with Section 60 of the “Truth in Taxation Law”, as presented. Ryan Holley seconded.

The goal of the Park District is to inflate the levy to capture new growth. There has been a lot of talk about new developments, especially in Tinley Park. Development increases the District’s EAV, and this proposed levy can be considered a big net that captures new development that provides tax revenue.

The Park District cannot receive more tax revenue than the law allows by the property tax calculation that includes the tax cap that has been in place since 1991. Therefore, even if this estimated levy is higher than the results of the final levy figures, the Park District will only receive what is established by the final EAV and new growth figures.

Vote on Motion: Ayes: Phil Cherry, Ryan Holley, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Abstained: None. Nays: None. Motion passed.

Audrey Marcquenski presented a revised Personnel Handbook that was updated by Park District Counsel from the law firm of Ancel Glink, to ensure the document is current with all state and federal legislation, along with recently enacted Park District policies, a copy of which was provided to each Board Member in advance of said meeting and requested consideration of same.

Phil Cherry made Motion 23-1874 to adopt the revised Personnel Handbook as presented. Craig Maksymiak seconded.

Denis Moore requested a correction to a formatting issue that will be rectified as noted.

Vote on Motion: Ayes: Phil Cherry, Ryan Holley, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Abstained: None. Nays: None. Motion passed.

Audrey Marcquenski requested Board consideration to renew the Square Links Class D liquor license, at County and State levels.

Craig Maksymiak made Motion 23-1875 approving renewal of the Square Links Class D liquor license through Will County and the State of Illinois, as requested. Ryan Holley seconded. Motion carried in a vote by voice.

Ms. Marcquenski stated that in addition to providing beverage service to golf course patrons, the liquor license also enables the Park District to support community groups that include Frankfort Square Baseball League, Frankfort Square Wildcats, and the Scouts, with beverage sales revenues that are annually distributed during November Board Meetings.

Vote on Motion: Ayes: Phil Cherry, Ryan Holley, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Abstained: None. 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.

Dave Macek made Motion 23-1874 to accept the Accounts Payable Listing. Denis Moore seconded.

Vote on Motion: Ayes: Phil Cherry, Ryan Holley, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Abstained: None. Nays: None. Motion passed.

IX. Executive Director's Report

Ms. Marcquenski appreciated the input that was provided by the members of the Decennial Committee on Local Government Efficiency during the inaugural meeting on September 21, 2023. All recommended changes, along with further additions, were included in the second draft of the Efficiency Report that will be forwarded to committee members the week of November 6 for review in advance of the December 4, 2023 meeting.

Congratulations were offered to Jarrod Scheunemann, longtime friend of the FSPD and Vice President of Campfire Concepts, and the Champaign Park District for being awarded the Gold Medal Grand Plaque during the NRPA's annual conference October 10-12.

Planning for the comprehensive plan continues, and Jarrod Scheunemann and his team will meet with staff, available Board Members, and stakeholders in November, with dates yet to be determined.

X. Committee Reports

A. Maintenance

Ms. Marcquenski provided a project and equipment purchase list for Board review that details completed, pending, and deferred projects. Ed Reidy, Superintendent of Parks will review the list in greater detail at the November Board Meeting.

The Park District welcomed Alexander Flamm to the position of Full-Time Building and Grounds. He comes to the District with an AA in Environmental Horticulture from Joliet Junior College and has experience with equipment operation while working at Possibility Place Nursery.

The Park District offered thanks to the Summit Hill School District and Lincoln-Way Community High School District for their tremendous support with lighting at Mary Drew and Lincoln-Way North, respectively. Their efforts are much appreciated by the Park District, the program participants, and local community groups that enjoy the FSPD-managed offerings at these highly valued school facilities.

B. Recreation

Jodi Dilling, Senior Trip Coordinator, provided a summary of the Niagara Falls trip, and Ms. Marcquenski noted that Jodi did a great job in planning and managing all aspects of the trip.

Polar Express ticket sales went well, and the Park District is thankful to Metra and the 80th Avenue train station for providing two trains to meet the needs of all registrants.

Recreation staff are preparing the 2024 winter/spring brochure that will be available to residents in December.

C. Information Technology

Sufficient information was provided with the October Executive Director's Report.

D. Special Recreation

Congratulations were extended to Keith Wallace, Park District resident and LWSRA Executive Director, for his well-deserved recognition by the National Recreation and Park Ethnic Minority Society with an Achievement Award for Outstanding Leadership, awarded during the 2023 NRPA Convention.

Dave Macek, President of the LWSR Foundation reported that numbers from the Foundation's annual golf fundraiser are very positive, and that Keith Wallace and the LWSRA Board are happy with the funds raised on behalf of LWSRA.

Mr. Macek also noted that the new LWSR Foundation Board Members have been a positive addition.

Foundation members will investigate new opportunities, i.e., publishing information in each member agency's brochures, and to find innovative ways to fundraise such as local businesses asking patrons to round up their purchases in support of the LWSR Foundation.

E. Finance and Planning

No report.

F. Golf Course

Ms. Marcquenski reported that the College Scholarship Classic was successful and that the Park District will again provide scholarship awards to graduating high school seniors in the spring of 2024.

Staff will calculate amounts raised from beverage sales that will be distributed to community groups including the Frankfort Square Baseball League, Frankfort Square Wildcats Football, and the Scouts during the November 16, 2023 Board Meeting.

G. Office

Sufficient information was provided with the October Executive Director's Report.

H. Risk Management

Open enrollment for PDRMA's health insurance will begin shortly as the District approaches its second year on January 1, 2024. Ms. Marcquenski noted the Park District is planning to continue the high-deductible policy required for the HSA account. PDRMA has done a good job of forecasting, analysis, and explanation during a recent meeting. They also detailed their return of net position and distribution of surplus funds procedures to help keep costs down that benefits agencies by minimizing percentages of increases.

I. Community Updates

Ms. Marcquenski reviewed commitments of our local school districts to work with the Park District, and that the relationships with the Villages of Frankfort and Tinley Park are also strong.

J. Freedom of Information

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.

Commissioner's Comments

Commissioner, Phil Cherry, commended Lou Vieceli and the maintenance staff for helping to ensure FSBL's recent night game was a memorable event enjoyed by all, especially the children.

Commissioner, Denis Moore reported that he has regularly observed the golf course staff interacting well with its patrons and that the course is in great shape.

Vice President, Dave Macek, asked if Jimbooo's Italian Beef is planning to conduct regular hours at the clubhouse, and Ms. Marcquenski responded that the Jimbooo's has been onsite, however the owner will need to sell his current restaurant facility in order to move his operation to Square Links on a full-time basis.

President, Ken Blackburn commended the Park District staff, noting that all do a great job.

XIII. Executive Session

No business came before the Board that required an Executive Session.

XIV. Adjournment

Craig Maksymiak made Motion 23-1875 to adjourn the meeting at 7:43 p.m. Dave Macek seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell