

FRANKFORT SQUARE PARK DISTRICT  
BOARD MEETING  
September 19, 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, Joseph King, Craig Maksymiak, and Denis Moore.

Absent were: Lauren Breedlove, Frank Florentine, and Ryan Holley.

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 the Franciscan Sisters of the Sacred Heart, thanking the Park District for providing a raffle donation of a foursome of golf at Square Links in support of their annual event that raises money for the Sister's charities and ministries.

Email received from FSPD resident expressing appreciation for the Path to Reading story, *Stuck*, that is currently displayed in the permanent mounts located along the Island Prairie Park path, noting she enjoys the stories and thanked the Park District for "bringing joy to the path."

Note received from the LWSR Foundation, thanking the Park Board and staff for supporting their annual golf outing fundraisers that benefit LWSRA.

VI. Presentation of the August 15, 2024 Board Meeting Minutes.

Denis Moore made Motion 24-1958 to accept the August 15, 2024, Board Meeting Minutes as presented. Phil Cherry seconded.

Vote on Motion: Ayes: Phil Cherry, Joseph King, Denis Moore, and Craig Maksymiak. Abstained: None. Nays: None. Motion passed.

VII. Legal Report

President, Craig Maksymiak, read by title and requested consideration of Ordinance No. 24-09-358, an Ordinance abating the tax hereto levied for the year 2024 to pay the principal of and interest on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019A, and General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019B, of the Frankfort Square Park District, Will and Cook Counties, Illinois, a copy of which was provided to each Board Member in advance of said meeting.

Joseph King made Motion 24-1959 to adopt Ordinance No. 24-09-358, an Ordinance abating the tax hereto levied for the year 2024 to pay the principal of and interest on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019A, and General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019B, of the Frankfort Square Park District, Will and Cook Counties, Illinois. Denis Moore seconded.

The abatement ordinance is an annual requirement. When a park district funds a bond issue, it is legally allowed to use tax dollars and pay out of its budget. If not abated, resident taxes would increase.

Vote on Motion: Ayes: Phil Cherry, Joseph King, Denis Moore, and Craig Maksymiak. Abstained: None. Nays: None. Motion passed.

President, Craig Maksymiak, read by title and requested consideration of Ordinance No. 24-09-359, an Ordinance providing for the issue of \$136,000 General Obligation Limited Tax Park Bonds, Series 2024, for the purpose of providing the revenue source for the payment of certain outstanding alternate bonds of the Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said Bonds to Old Plank Trail Community Bank, N.A., a copy of which was provided to each Board Member in advance of said meeting.

Phil Cherry made Motion 24-1960 to adopt Ordinance No. 24-09-359, an Ordinance providing for the issue of \$136,000 General Obligation Limited Tax Park Bonds, Series 2024, for the purpose of providing the revenue source for the payment of certain outstanding alternate bonds of the Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said Bonds to Old Plank Trail Community Bank, N.A., as presented. Denis Moore seconded.

Vote on Motion: Ayes: Phil Cherry, Joseph King, Denis Moore, and Craig Maksymiak. Abstained: None. Nays: None. Motion passed.

President, Craig Maksymiak, read by title and requested consideration of Ordinance No. 24-09-360, an ordinance authorizing the Executive Director to dispose of property that is no longer necessary, useful, or in the best interests of the Park District, a copy of which was provided to each Board Member in advance of said meeting.

Denis Moore made Motion 24-1961 to adopt Ordinance No. 24-09-360, an ordinance authorizing the Executive Director to dispose of property that is no longer necessary, useful, or in the best interests of the Park District as presented. Joseph King seconded.

Commissioner, Joseph King, asked if the listed items would be disposed of or donated. Ms. Marcquenski responded that some are being disposed of and others will be recycled.

President, Craig Maksymiak asked if any of the equipment was to be sold. Ms. Marcquenski stated that most of the equipment is beyond its useful life and the cell phones will be recycled through e-Cycle and the Park District will receive a credit on its phone bill.

Vote on Motion: Ayes: Phil Cherry, Joseph King, Denis Moore, and Craig Maksymiak. Abstained: None. Nays: None. Motion passed.

President, Craig Maksymiak, presented a Video Surveillance Policy regulating the use of video surveillance and recording on the Frankfort Square Park District premises, a copy of which was provided to each Board Member in advance of said meeting.

Mr. Maksymiak noted that the main purpose of the policy is to notify patrons when they are in an area under surveillance and that the District complies with the Local Records Act. Ms. Marcquenski reported that the cameras will automatically dispose of videos every 30 days; therefore, the District will request advanced approval from the Local Records Commission.

Denis Moore made Motion 24-1962 to accept the Video Surveillance Policy regulating the use of video surveillance and recording on the Frankfort Square Park District premises, as presented. Phil Cherry seconded.

Joseph King asked where the cameras will be located, and Ms. Marcquenski stated that they will be installed at Square Links Golf Course and Champions Park.

Vote on Motion: Ayes: Phil Cherry, Joseph King, Denis Moore, and Craig Maksymiak. Abstained: None. Nays: None. Motion passed.

#### VIII. Treasurer's Report

On behalf of the Board of Commissioners, President, Craig Maksymiak, accepted the August Treasurer's Report, pending audit.

Denis Moore made Motion 24-1963 to accept the Accounts Payable Listing. Joseph King seconded.

Vote on Motion: Ayes: Phil Cherry, Joseph King, Denis Moore, and Craig Maksymiak. Abstained: None. Nays: None. Motion passed.

IX. Executive Director's Report

The candidate filing deadlines for the 2025 Consolidated Election was moved up by four weeks, and the Park District will accept nominating petitions for those interested in running for one of the four open seats beginning November 12, 2024, through November 18, 2024.

The Summit Hill School Board approved the amended intergovernmental agreement by and between the School District and Park District, and also approved the purchase agreement, enabling the Park District to purchase Frankfort Square School. As yet, no closing date has been set.

The BAS program is well underway at the former Frankfort Square School (FSS), athletic programs are starting up in the gym, and Park District staff have been communicating with contractors and will begin work once the purchase has been finalized.

The top priority will be to construct three dance studios using the same style of flooring and mirrors that are located at Mary Drew.

The Park District's HVAC contractor is reviewing the existing system at Frankfort Square School and will provide a prioritized list for repair and/or replacement. The same process will be applied to the roofing.

A discussion ensued regarding how the facility is constructed and the plans for redesigning the building to fit the needs for Park District programs and community use.

Commissioner, Phil Cherry, suggested conducting a Board Meeting at Frankfort Square School, enabling Board Members to see the building and get a sense of the potential renovations.

Ms. Marcquenski distributed a sample of how the FSS sign will be revised to reflect the new facility name, The Square, but also noted the importance of paying tribute to the school and ideas were discussed.

Board Members reviewed the construction plan set for the Hunter Prairie Park Redevelopment OSLAD Grant project. The bid will be released on October 1, and sealed bids will be opened and read aloud on October 10. Bid results will be reviewed by the Park Board at the October 17 Board Meeting, and subsequent to completion of contract documents, mobilization will begin on or about November 1 with a substantial completion date of June 27, 2025.

Park staff will begin excavating the Hunter Prairie Park path, the in-house component of the grant project, and will add the stone layer, allowing it to settle over the winter months prior to the installation of the asphalt course.

The District's electrical contractor will begin installing the electrical service for holiday light displays at Community Park.

X. Committee Reports

A. Maintenance

The Foamstream weed treatment demonstration at Union Creek Park tree rings and ballfields was successful. The system requires a diesel engine to get the water up over 200° then applies the hot water with foam. It is an all-natural weed control and would be a chemical-free alternative in areas such as athletic fields and playgrounds. Ms. Marcquenski noted that staff will learn more about the system that is currently being tested by the Elmhurst Park District and University of Wisconsin prior to investing in the equipment and product.

The contracted arborist is nearing completion of the District-wide tree inventory and is impressed with the amount and biodiversity of trees. It is expected that an executive summary will be received in mid-October.

Ms. Marcquenski commended the full-time and seasonal maintenance staff for the positive and professional attitude they displayed under difficult and challenging situations. The staff focused on Woodlawn Park and pond being mindful to conform to the District's ordinance that provides for uniformity in the management standards of all natural areas owned by the Frankfort Square Park District.

B. Recreation

F.A.N. memberships are available for purchase throughout the year and are annually renewed in early fall. Currently, there are 643 active members with senior passes being the most popular, followed by family, then single, and couple memberships. Staff focus on customer service and are currently investigating a scanner that would improve the check-in process.

C. Information Technology

Sufficient information was included in the Administration section of the September Executive Director's Report.

D. Special Recreation

No report.

E. Finance and Planning

No report.

F. Golf Course

The District received \$6,850 in monetary donations towards the College Scholarship Program.

Staff are finalizing preparations for this weekend's events, that includes Saturday's College Scholarship Classic and the new Golf Skills Challenge for youth ages 7-13 on Sunday. Saturday's tee times are nearly sold out, and Ms. Marcquenski appreciates the support of Board Members that will participate in the Beat the Board contest on Hole #10.

Plans provided by Quitno Golf Designs are under review that include a chipping area and green, along with fencing between the driving range and mats. This could be a 2025 project, and Ms. Marcquenski noted that a new practice area is the most requested improvement by Square Links golf patrons.

Ms. Marcquenski noted that golf course staff have been experiencing an increasing number of golfers that want to bring infants on the course. The District's liability carrier, PDRMA, has stated that for the safety of all, only golfers with paid greens fees and regulation sets of clubs should be allowed on the course, and signage will be posted with these rules.

G. Office

Sufficient information is included in the September Executive Director's Report.

H. Risk Management

Sufficient information is included in the September Executive Director's Report.

I. Community Updates

Ms. Marcquenski reported on the Village of Tinley Park's plan to welcome a Topgolf facility along Harlem Avenue and Oak Park Avenue. Topgolf is not expected to impact Square Link's Toptracer range amenity, as it is not a place where golfers work on their golf game but is more attractive as party and entertainment venue.

Recreation staff, John Keenan and Dan Coughlin, will study how people are using our Toptracer system and Ms. Marcquenski noted that it enables golfers to virtually play at facilities such as Pebble Beach via onsite monitors.

Tinley Park is also proposing an athletic dome complex at the abandoned Graystone Golf Course site on 191<sup>st</sup> Avenue.

J. Freedom of Information

A FOIA request for communication between the Park District and BSA 237 was received on August 19, 2024. Following a diligent search of Park District records, Ms. Marcquenski, the District's FOIA Officer, provided correspondence to the requestor on August 26, 2024, that was within the scope of interest. Ms. Marcquenski noted that the Park District serves at the BSA's charter organization and basically provides them with meeting space at no cost.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

Commissioner's Comments

Phil Cherry reported that Champions Park is a popular amenity with softball and football games and practices played under the lights, pickleball players utilizing the courts, and that it is good to see so many people enjoying recreational opportunities offered by the Park District.

Joseph King further noted that patrons at Champions Park are abiding by parking rules and are not impacting the neighbors. Mr. King has also been interacting with Brookside Glen residents that are concerned about the overgrowth around the subdivision's basins. Vice President, Denis Moore noted that an expert from the University of Illinois attended a public meeting about these basins, and he explained that they are engineered in a natural way by the developer, meeting the Village of Tinley Park requirements for stormwater management. Ms. Marcquenski was present at the meeting and noted that all ideas and options were explored; however, the Park District cannot remove the planned/natural plantings.

XIII. Executive Session

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

XIV. Adjournment

Denis Moore made Motion 24-1964 to adjourn the meeting at 7:58 p.m. Phil Cherry seconded. Motion carried in a vote by voice.

Respectfully submitted:  
Linda Mitchell