

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
December 2, 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: Lauren Breedlove, Phil Cherry, Frank Florentine, Ryan Holley, Joseph King, Denis Moore, and Craig Maksymiak.

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

No correspondence was presented for Board review.

VI. Presentation of the November 21, 2024, Board Meeting Minutes and November 21, 2024, Executive Session Minutes.

Lauren Breedlove made Motion 24-1983 to accept the November 21, 2024, Board Meeting Minutes as presented. Frank Florentine seconded.

Vote on Motion: Ayes: Lauren Breedlove, Phil Cherry, Frank Florentine, Ryan Holley, Joseph King, Denis Moore, and Craig Maksymiak. Abstained: None. Nays: None. Motion passed.

Denis Moore made Motion 24-1984 to accept the November 21, 2024, Executive Session Minutes as presented. Lauren Phil Cherry seconded.

Vote on Motion: Ayes: Lauren Breedlove, Phil Cherry, Frank Florentine, Ryan Holley, Joseph King, Denis Moore, and Craig Maksymiak. Abstained: None. Nays: None. Motion passed.

VII. Consideration of Tax Levy Ordinance No. 24-12-361 for Fiscal Year 5/1/24-4/30/25.

President, Craig Maksymiak, presented and read by title Tax Levy Ordinance No. 24-12-361 for fiscal year 5/1/24-4/30/25 into the record, a copy of which was provided to each Board Member prior to said meeting and requested consideration of same.

Frank Florentine made Motion 24-1985 to adopt Tax Levy Ordinance No. 24-12-361 for fiscal year 5/1/24-4/30/25, as presented. Phil Cherry seconded.

Vote on Motion: Ayes: Lauren Breedlove, Phil Cherry, Frank Florentine, Ryan Holley, Joseph King, Denis Moore, and Craig Maksymiak. Abstained: None. Nays: None. Motion passed.

VIII. Legal Report

President, Craig Maksymiak, presented and read by title Ordinance No. 24-12-362, an Ordinance giving the Cook County Clerk and Will County Clerk direction related to the 2024 Tax Levy, a copy of which was provided to each Board Member prior to said meeting, and requested consideration of same.

Denis Moore made Motion 24-1986 to accept Ordinance No. 24-12-362, an Ordinance giving the Cook and Will County Clerks direction related to the 2024 Tax Levy as presented. Lauren Breedlove seconded.

Vote on Motion: Ayes: Lauren Breedlove, Phil Cherry, Frank Florentine, Ryan Holley, Joseph King, Denis Moore, and Craig Maksymiak. Abstained: None. Nays: None. Motion passed.

President, Craig Maksymiak, requested approval of a Travel, Meal, and Lodging Expense Reimbursement form for a designated maintenance staff member to attend the 2025 IAPD/IPRA Soaring to New Heights State Conference in Chicago, IL.

Ryan Holley made Motion 24-1987 to approve the Travel, Meal, and Lodging Expense Reimbursement form, enabling the designated maintenance staff member to attend the 2025 IAPD/IPRA Soaring to New Heights State Conference in Chicago, IL, as presented. Frank Florentine seconded.

Vote on Motion: Ayes: Lauren Breedlove, Phil Cherry, Frank Florentine, Ryan Holley, Joseph King, Denis Moore, and Craig Maksymiak. Abstained: None. Nays: None. Motion passed.

President, Craig Maksymiak, requested approval of Travel, Meal, and Lodging Expense Reimbursement forms for designated dance staff members to attend the 2025 season of competitions that include Applause in Batavia, IL, February 28-March 2, Precision Arts Challenge in Normal, IL, March 14-16, Talent on Parade in Waukegan, IL, April 25-26, and Precision Arts Challenge in Florence, IN, May 2-4.

Denis Moore made Motion 24-1988 to approve the Travel, Meal, and Lodging Expense Reimbursement forms, enabling designated dance staff members to attend the 2025 season of competitions that include Applause in Batavia, IL, February 28-March 2, Precision Arts Challenge in Normal, IL, March 14-16, Talent on Parade in Waukegan, IL, April 25-26, and Precision Arts Challenge in Florence, IN, May 2-4, as presented. Ryan Holley seconded.

Treasurer, Frank Florentine asked if the listed costs are standard, and Ms. Marcquenski stated that some of the hotel costs exceed what is standard and allowable due to the nature of the events; however, the Park District has the flexibility to approve the rates as presented.

Commissioner, Phil Cherry, asked if there may be additional competitions, and Ms. Marcquenski responded that, to date, the BDC Company program has committed to four dance competitions in 2025, but there is a possibility that they will request approval to compete at a national level.

Vote on Motion: Ayes: Lauren Breedlove, Phil Cherry, Frank Florentine, Ryan Holley, Joseph King, Denis Moore, and Craig Maksymiak. Abstained: None. Nays: None. Motion passed.

President, Craig Maksymiak, requested approval for a change of venue from the Park District Administration Building to The Square for the January 16, 2025, Park Board Meeting.

Phil Cherry made Motion 24-1989 to approve a change of venue from the Park District Administration Building to The Square for the January 16, 2025, Park Board Meeting, as presented. Lauren Breedlove seconded.

Commissioner, Phil Cherry, noted that the Board will welcome the opportunity to view this recently purchased facility.

Ms. Marcquenski reported that the meeting will be conducted in the old library and a walk-through tour of the planned indoor walking track can be conducted.

Vote on Motion: Ayes: Lauren Breedlove, Phil Cherry, Frank Florentine, Ryan Holley, Joseph King, Denis Moore, and Craig Maksymiak. Abstained: None. Nays: None. Motion passed.

Park Board Members discussed the matter of the Executive Director signing a Tax Exemption Certificate for the use and benefit of Summit Hill School District 161, as it relates to the sale of Frankfort Square School to the Frankfort Square Park District following the closing that occurred on October 22, 2024.

Ms. Marcquenski explained that in signing the certificate, the Park District will be required to refrain from renting space in The Square to outside groups for two years, including community groups such as the Frankfort Square Wildcats, FSBL, Scouts and HOAs. Community groups that need space will be provided with access to Summit Hill School District 161 facilities and the Park District committed to providing hall monitors.

Following a full and complete discussion, the Board, by general consensus, agreed that Audrey Marcquenski should sign the Tax Exemption Certificate in the interest of the longstanding relationship between the School and Park Districts and for the benefit of the residents the two agencies mutually serve.

IX. Treasurer's Report

Audrey Marcquenski reported that due to the early scheduling of the December meeting, the Treasurer's Report and Accounts Payable Listing were not available for consideration. Action on the reports was tabled until the January 16, 2025, Board Meeting.

X. Executive Director's Report

Ms. Marcquenski postponed the recreation department's annual report that was planned for this meeting as the staff is focused on completing the winter/spring brochure to ensure it will be delivered to residents in the coming weeks.

PRI, the Hunter Prairie Park Landscape Architect, notified Ms. Marcquenski of the need for a change order related to plumbing requirements for the OSLAD grant project's community gardens. As the amount exceeds \$10,000, PRI will seek IDNR approval for the change order.

Ms. Marcquenski reported that FSPD staff are preparing to begin excavation of the Hunter Prairie Park walking path.

XI. Department Reports

A. Maintenance

Staff have been decorating the Community Center and Community Park for the upcoming holiday season.

B. Recreation

The winter/spring brochure is nearing the deadline and will be delivered to residents' homes in mid-December.

C. Information Technology

No report.

D. Special Recreation

No report.

E. Finance and Planning

Staff continue to work on the 2025/2026 budget and copies will be provided to department heads in late December and a preliminary draft will be presented to the Park Board at the January 16, 2025, meeting.

F. Golf Course

No report.

G. Office

No report.

H. Risk Management

Staff that participated in PDRMA's PATH program recently completed the 4th quarter walking challenge and the Park District's two teams ranked well and enjoyed the friendly competition.

I. Community Updates

BSA's annual Scouting for Food drive collected 43,040 pounds of food, or 21.5 tons, and over thirteen years, collected and donated 454,776 pounds of food, totaling 227 tons that were distributed to those in need.

J. Freedom of Information

The Park District received and responded to a FOIA request for information from the Indiana, Illinois, Iowa Foundation for Fair Contracting, requesting a copy of the bid results for the Short Game Green Construction project following the public bid opening on 10/31/2024. Said request was received on November 22, 2024, and the response was provided on November 25, 2024, well within the timeframe for a commercial request.

XII. Old Business

No old business was discussed.

XIII. New Business

No new business was discussed.

Commissioner's Comments

Merry Christmas and Happy New Year sentiments were expressed by each Park Board Member.

XIV. Executive Session

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

XV. Adjournment

Denis Moore made Motion 24-1990 to adjourn the meeting at 7:24 p.m. Joseph King seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell