

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
September 18, 2025

The following are Minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Park District's recreation center, The Square, 7710 W. Kingston Drive, 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, Craig Maksymiak, and Denis Moore.

Also present were: Audrey Marcquenski, Executive Director/Board Secretary, Linda Mitchell, Recording Secretary, Ed Reidy, Superintendent of Parks, and Adrian Chavez, resident/SHSD 161 Board Member.

III. Pledge of Allegiance

IV. Public Input

Adrian Chavez, a member of the Summit Hill School District Board of Education (SHSD), introduced himself, noting that he was raised in the Frankfort Square community and is currently raising his own family in Frankfort Square.

Mr. Chavez recognized and acknowledged the role the Park District and School District play in providing recreational and educational experiences, respectively, for the children we mutually serve. As a member of the SHSD Community Outreach Committee, Mr. Chavez plans to attend Park Board Meetings when able and extended an invitation to Park Board Members to attend School Board Meetings, further demonstrating the long-standing intergovernmental relationship between our agencies.

President Craig Maksymiak expressed gratitude to Mr. Chavez for attending the evening's meeting, acknowledging that the agencies often collaborate and the Park District has valued the strong partnership that has developed over the years.

Commissioner, Phil Cherry, encouraged Mr. Chavez to reach out to Ed Reidy, Superintendent of Parks, with any maintenance or safety concerns.

V. Correspondence

A. Appreciation

Ms. Marcquenski shared a note that was 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 21, 2025 Board Meeting Minutes.

Denis Moore made Motion 25-2050 to accept August 21, 2025, Board Meeting Minutes as presented. Joseph King 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. Legal Report

President, Craig Maksymiak, read by title and requested consideration of Ordinance No. 25-09-365, an Ordinance abating the tax hereto levied for the year 2025 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.

Frank Florentine made Motion 25-2051 to adopt Ordinance No. 25-09-365, an Ordinance abating the tax hereto levied for the year 2025 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. Lauren Breedlove seconded.

Ms. Marcquenski reported that the Park District annually abates taxes and by doing so ensures that bond payments are expensed from the District's budget so that costs are not passed on to its residents.

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, read by title and requested consideration of Ordinance No. 25-09-366, an Ordinance providing for the issue of \$136,000 General Obligation Limited Tax Park Bonds, Series 2025, 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 25-2052 to adopt Ordinance No. 25-09-366, an Ordinance providing for the issue of \$136,000 General Obligation Limited Tax Park Bonds, Series 2025, 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: Lauren Breedlove, Phil Cherry, Ryan Holley, 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.

Ryan Holley made Motion 25-2053 to accept the Accounts Payable Listing. Joseph King seconded.

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

IX. Executive Director's Report

Ms. Marcquenski reported that the week of September 15 began with law enforcement activity in Frankfort Square and a shelter in place directive from the Will County Sheriff's Department. Park District personnel effectively communicated the situation, ensuring staff were informed by 6:30 a.m. and secured all facilities for a two-hour period. Dr. Paul McDermott, Superintendent of Summit Hill School District 161 also reached out, as some Before and After School students had been dropped off at The Square. The Park District has a comprehensive emergency action plan, which staff members receive annual training, and the incident provided an opportunity to review the document that is accessible to staff 7 days a week and 24 hours a day. The Park District's safety committee will conduct its monthly meeting on Wednesday, September 24, and will do a thorough review of all actions implemented on September 15. Ms. Marcquenski noted that staff did well, remained safe, and she applauded the employees' efforts.

Frankfort Square Wildcats Football commemorated their annual homecoming festivities over the weekend of September 13, and expressed gratitude towards Ed Reidy, Superintendent of Parks, and his maintenance staff for their diligent efforts in maintaining the fields and the park.

Ms. Marcquenski presented the latest proof of an interpretive sign that has been under development, per Board direction. The sign is slated for installation at Hunter Prairie Park as part of the redevelopment project, prompting a full discussion regarding the sign dedication. Board Members will review the proof and provide feedback prior to going to print.

Ms. Marcquenski extended appreciation to the Park Board for facilitating the Hunter Prairie Park Redevelopment project. The project involved numerous individuals and components, and while it posed certain challenges, all involved have been successfully navigating the challenges, most notably, Ed Reidy, who has the ability to manage multiple projects and tasks simultaneously.

X. Committee Reports

A. Maintenance

Ed Reidy, Superintendent of Parks summarized the Hunter Prairie Park project with the following timeline.

2021

- Community-wide survey indicated paths and gardens as top 2 household needs
- “Hunter Prairie Park Gardens” added to Capital Project Wish List
- Process of interviewing and hiring a Landscape Architect for a variety of potential District-wide projects

2022

- Contacted PRI to begin discussions regarding an OSLAD grant application

2023

- Planning meetings, concept drawings, changes to plans, phone calls, Zoom meetings, emails, Q&A with PRI
- Public Meetings conducted for potential Hunter Prairie Park Redevelopment
- OSLAD grant application submitted

2024

- OSLAD grant announcement approving the FSPD’s application to redevelop Hunter Prairie Park
- Fully executed grant agreement received from the IDNR
- Surveying and soil testing
- Amenities ordered, received, and stored
- FSPD began discussions with Tuff Shed for the purchase of a shed and the Will County Land Use Department to permit the Tuff Shed
- Applied for Will County Land Use permit
- FSPD maintenance staff complete forming outer ring of path

2025

- District receives permit from Will County Land Use enabling park redevelopment
- Demo work began, along with construction, onsite meetings, and change orders and payout requests approvals
- FSPD notifies Tuff Shed and the Will County Land Use Department that removed the storage shed from the project

Treasurer, Frank Florentine, asked when construction fencing is slated for removal. Mr. Reidy responded that it would remain in place until the last of the restoration work is complete, potentially in late fall.

B. Recreation

Donnette Castle, BDC Director, and Kari Jensen, BDC Co-Director, provided Board Members with a tour of the newly constructed dance studios.

C. Information Technology

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

D. Special Recreation

LWSRA will conduct a grand opening for its Hero's Village, on September 25, a new feature that was added to the facility's Leigh Creek South Park playground. Ms. Marcquenski will represent the FSPD and Board Members are welcome to attend the event.

E. Finance and Planning

No report.

F. Golf Course

The District received \$7,125 towards the College Scholarship Program donations.

Support from Board Members with the Beat the Board Member contest during the September 20 College Scholarship Classic is appreciated. The QR code that was instituted to accept donations was tested, and to date, 80% of tee times have been filled.

G. Office

Nicolette Jerik, Superintendent of Office Administration and Technology, is to be married on Saturday, September 20, and we extend our warmest congratulations to Nicolette and her fiancé, Jake.

Irene Gama, Front Office Receptionist, resigned, effective September 25, in order to devote more time to her family. The vacancy has been advertised, and the interview process will begin shortly.

H. Risk Management

No report.

I. Community Updates

No report.

J. Freedom of Information

A Freedom of Information Act (FOIA) request was received on August 29, 2025, from Shelton Companies, Inc., pertaining to landscape contracts that were awarded for the 2023-2025 season. Relevant documents within the specified scope were provided to the requestor on August 29, 2025.

A second commercial FOIA request was received on September 16 from a group in Dover, Delaware that tracks government spending. Park District Counsel reported that every park district in Illinois received the same request for all purchase orders dating back to January 21. Staff are gathering the requested documents and will respond well within the required 21-day deadline.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

Commissioner's Comments

Ryan Holley proposed the removal of existing perimeter fencing from Square Links Golf Course to enhance its aesthetic appeal. A full discussion ensued during which Craig Maksymiak noted that many courses feature trees and bushes along their boundaries, which is something that could be considered in the future. Ms. Marcquenski further noted that residents previously requested additional fencing along the eastern perimeter of the course to prevent errant golf balls from entering their yards.

Per a question posed by Phil Cherry, Audrey Marcquenski stated that the Park District offers meeting space at no charge to resident community groups, such as Wildcats Football, the Frankfort Square Baseball League, and Scouting organizations. A resident asked Mr. Cherry to convey interest in using the Nature Center for a Will County 4-H group, and he will encourage the individual to contact Ms. Marcquenski directly.

XIII. Executive Session

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

XIV. Adjournment

Frank Florentine made Motion 25-2054 to adjourn the meeting at 8:17 p.m. Ryan Holley seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell