

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
February 20, 2025

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, Joseph King, and Craig Maksymiak.

Also present were: Audrey Marcquenski, Executive Director/Secretary, Ed Reidy, Superintendent of Parks/Recording Secretary.

Ryan Holley arrived at 7:02 p.m.

Absent was: Denis Moore

III. Pledge of Allegiance

IV. Public Input

No members of the public were present.

V. Correspondence

No correspondence was presented.

VI. Presentation of the January 16, 2025, Board Meeting and Executive Session Minutes.

Frank Florentine made Motion 25-2000 to accept the January 16, 2025, Board Meeting Minutes, as presented. Lauren Breedlove seconded.

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

Phil Cherry made Motion 25-2001 to accept the January 16, 2025, Executive Session Minutes, as presented. Joseph King seconded.

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

VII. Legal Report

President, Craig Maksymiak, requested approval of a Travel, Meal, and Lodging Expense Reimbursement form for a dance staff member to attend the Applause dance competition in Batavia, IL, February 28-March 2.

Frank Florentine made Motion 25-2002 to approve the Travel, Meal, and Lodging Expense Reimbursement form, enabling a dance staff member to attend the Applause dance competition in Batavia, IL, February 28-March 2, as presented. Ryan Holley seconded.

Ms. Marcquenski informed the Park Board that at the time the Travel Reimbursement forms for BDC's 2025 competition season were approved during the December 2, 2024, Board Meeting (*ref. Motion. 24-1988*), a second instructor had not yet been determined.

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

Audrey Marcquenski presented The Square Dance Studio Buildouts bid result from the public bid opening that was held on February 17, 2025, for Board consideration and recommended awarding the bid to Graefen Development, Inc., the single bidder for said project, at an amount not to exceed \$658,000.

Joseph King made Motion 25-2003 to award Graefen Development, Inc, following the public bid opening for The Square Dance Studio Buildouts for a bid amount not to exceed \$658,000, as presented. Lauren Breedlove seconded.

Ms. Marcquenski further noted that the bid packet included hourly rates for professional services, allowing for additional renovations of rooms that could accommodate fitness classes as the work can be done in-house with Graefen Development assisting with flooring and ADA transitions.

Commissioner, Phil Cherry, asked if the dance studio construction would affect the BAS and Summer Day Camp programs. Ms. Marcquenski stated that Park District programming is not located in close proximity to the construction areas.

Treasurer, Frank Florentine asked if there were any structural issues, and Ms. Marcquenski responded that the buildouts will not encounter structural issues but will include minor plumbing removal.

Commissioner, Ryan Holley, asked if the three studios will be solely used by the BDC dance program. Ms. Marcquenski noted that BDC holds classes six days per week, but when not in use by the dance program, it may be available for other needs, i.e. American Ninja programs and Wildcats Cheer, as is currently done at Mary Drew.

President, Craig Maksymiak requested clarification that the bid, as presented, was only for the three listed dance studios. Ms. Marcquenski confirmed that the bid price of \$658,000 includes three dance studios, and Graefen Development could be hired for future projects at The Square per the hourly rate listed in the bid.

Mr. Holley asked if the bid amount came in as expected, and Ms. Marcquenski responded that the architect firm, Wight and Company, estimated the cost to be higher.

Vote on Motion: Ayes: Lauren Breedlove, Phil Cherry, Frank Florentine, Ryan Holley, Joseph King, 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 January Treasurer's Report, pending audit.

Ryan Holley made Motion 25-2004 to accept the Accounts Payable Listing. Frank Florentine seconded. Motion carried.

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

IX. Executive Director's Report

Ms. Marcquenski reported that the pending lawsuit filed by a golf patron who was injured at Square Links last season was dismissed with prejudice.

The second draft of the 2025/2026 budget was reviewed and Ms. Marcquenski noted that three large projects will be the focus in the coming fiscal year that includes completion of the Hunter Prairie Park Redevelopment OSLAD grant project, dance studio buildouts at The Square, and the golf course practice area at Square Links. These projects span the current and upcoming fiscal year.

Mr. Cherry asked why the Before and After School Program (BAS) salaries have been decreased by \$40,000. Ms. Marcquenski stated that the BAS and preschool budgets were estimated to be higher, post Covid, and the numbers are now being adjusted to actual anticipated levels.

Ms. Marcquenski reported that Summit Hill School District 161 purchased the vacant property contiguous to Rogus School with the goal of providing safe passage for students and the potential installation of a solar panel field. The Park District has no immediate plans for this site.

X. Committee Reports

A. Maintenance

Sufficient information was included in the February Executive Director's Report.

B. Recreation

Staff continue to research F.A.N. registration and pricing options and will present findings to the Board.

Pam Moloney, Lead ELC Preschool teacher, is doing a great job assisting in the recreation department while Erin O'Brien is on leave.

The Daddy/Daughter Dance was held at The Square. The dance was very successful and enjoyed by 300 participants between the afternoon and evening events.

Summit Hill School District recently held an e-learning day due to inclement weather, and parents were grateful for the opportunity the Park District offered through the BAS program at The Square. Ms. Marcquenski noted that all IT functions well, enabling the students to login in with their devices.

C. Information Technology

Dave Gorke, B Practical Solutions, and Nicolette Jerik, Superintendent of Office Administration and Technology, have been installing a new computer and phone system at the Square Links clubhouse in advance of the 2025 golf season opening.

D. Special Recreation

Sufficient information was included in the February Executive Director's Report.

E. Finance and Planning

Sufficient information was included in the February Executive Director's Report.

F. Golf Course

Sufficient information was included in the February Executive Director's Report.

G. Office

Sufficient information was included in the February Executive Director's Report.

H. Risk Management

Sufficient information was included in the February Executive Director's Report.

I. Community Updates

No report.

J. FOIA

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 Comments

No additional comments were provided.

XIII. Executive Session

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

XIV. Adjournment

Phil Cherry made Motion 25-2005 to adjourn the meeting at 7:55 p.m. Lauren Breedlove seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell