

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
April 17, 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.

Absent was: Lauren Breedlove.

II. Roll Call

Present were: Phil Cherry, Frank Florentine, Joseph King, and Dave Macek, and Denis Moore.

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

Ryan Holley arrived at 7:04 p.m.

III. Pledge of Allegiance

IV. Public Input

No members of the public were present.

V. Correspondence

Ms. Marcquenski presented the following correspondence for Board review.

A. Appreciation

Note received from the Lincoln-Way East Music Boosters, expressing appreciation for the Park District's raffle donation of a foursome of golf at Square Links Golf Course.

Card received from Molly's ALS Miracle, thanking Audrey Marcquenski, Executive Director, for providing a Square Links Golf Course raffle donation in support of their fundraiser for a local family.

Letter received from UCP Seguin of Greater Chicago, a not-for profit agency, located in Tinley Park, that serves children and adults with disabilities, thanking Square Links for providing a raffle donation that was used in their silent auction fundraising event.

VI. Presentation of March 20, 2025 Board Meeting Minutes and March 20, 2025 Executive Session Minutes.

Frank Florentine made Motion 25-2012 to accept the March 20, 2025 Board Meeting Minutes, as presented. Phil Cherry seconded.

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

Audrey Marcquenski distributed written copies of the March 20, 2025 Executive Session Minutes to each Board Member and requested review and approval of same.

Frank Florentine made Motion 25-2013 to accept the March 20, 2025 Executive Session Minutes, as presented. Phil Cherry seconded.

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

VII. Legal Report

No report.

VIII. Treasurer's Report

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

Denis Moore made Motion 25-2014 to accept the Accounts Payable Listing. Ryan Holley seconded.

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

Audrey Marcquenski presented the 2025/2026 Operating Budget, a copy of which was provided to each Board Member in advance of said meeting and requested consideration of same.

Phil Cherry made Motion 25-2015 authorizing the adoption of the 2025/2026 Operating Budget as presented. Frank Florentine seconded.

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

Audrey Marcquenski presented the 2025/2026 Project List, a copy of which was provided to each Board Member in advance of said meeting and requested consideration of same.

Denis Moore made Motion 25-2016 to approve the 2025/2026 Project List as presented. Frank Florentine seconded.

Commissioner, Ryan Holley asked if any additional projects, not listed, may be considered. Ms. Marcquenski replied that additional projects may be requested after completing the three main projects that include the dance studio buildouts at The Square, the Hunter Prairie Park Redevelopment OSLAD grant project, and the new practice area at Square Links Golf Course.

Commissioner, Phil Cherry asked if any sections of the bike path need work, and Ms. Marcquenski noted that the Park District developed and follows a schedule of path repairs to ensure they remain in good condition. President, Craig Maksymiak stated that the paths are important to the community and need to be maintained on a regular basis.

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

Audrey Marcquenski requested consideration to authorize the Executive Director to transfer funds from Corporate to balance certain other funds at the end of the fiscal year.

Ryan Holley made Motion 25-2017 to authorize the Executive Director to transfer funds from Corporate to balance certain other funds at the end of the fiscal year, as requested. Joseph King seconded.

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

IX. Executive Director's Report

Based on the unofficial results of the April 1, 2025 Consolidated Election, Ms. Marcquenski congratulated Lauren Breedlove, Frank Florentine, Joseph King, and Denis Moore on their successful elections to the Park Board. Will County's official canvassed results are expected to be received by Tuesday, April 22. The Oath of Office will be administered to those elected during the May 15 Board Meeting.

Ms. Marcquenski will conduct annual full-time personnel reviews the week of April 28.

The 2025 slate of college scholarship applicants was impressive, and Ms. Marcquenski noted that due to the generosity of donors and funds raised at the Beat the Board Member contest during the College Scholarship Golf Classic at Square Links, the Park District will be awarding eight scholarships to Lincoln-Way East graduates.

Work on the dance studios at The Square continues with the installation of flooring and mirrors.

The Hunter Prairie Park Redevelopment project will be underway once Will County completes the permit process.

Preliminary work for the annual audit is underway.

XI. Department Reports

A. Maintenance

Mowing contractors completed spring clean-up and mowing is now underway.

RPZs were fired up and fountains were returned to basins throughout the District.

Ms. Marcquenski thanked Phil Cherry and others for assisting with the fencing repair at Union Creek baseball fields.

B. Recreation

Ms. Marcquenski commended John Keenan, Superintendent of Recreation, Pam Moloney, ELC Director and Lead Teacher, and recreation and maintenance staff for their efforts to ensure the 100+ children and adults would enjoy the Breakfast With the Bunny special event.

Erin O'Brien, Recreation Supervisor, returned from leave on April 14, and John and Pam facilitated her transition back to the office.

C. Information Technology

No report.

D. Special Recreation

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

E. Finance and Planning

No report.

F. Golf Course

Ed Reidy, Superintendent of Parks, purchased and installed batteries in seven golf carts. Treasurer, Frank Florentine, noted the carts are leased and asked if the cost would be covered by Yamaha, the lessor. Ms. Marcquenski responded that per the lease agreement, the Park District is responsible for the batteries.

New range balls arrived and due to a dryer than normal spring, the range got an early start this season.

G. Office

New phones were installed throughout the Community Center by Rival5 on April 16, and Ms. Marcquenski commended Nicolette Jerik, Superintendent of Office Administration and Technology, for overseeing the project.

Rival5 previously installed a new phone system at the Square Links Golf Course clubhouse and when a problem arose with the wireless phone, a Rival5 technician arrived within twenty minutes to resolve the issue.

H. Risk Management

Staff are working through PDRMA's new requirements for the Risk Management Review and will be meeting with the District's newly assigned Risk Management Consultant.

I. Community Updates

AT&T subcontractors have been working throughout the community and residents are expressing concerns about the process. The Park District has neither authority nor powers of enforcement over AT&T contractors.

The Park District received numerous complaints regarding low water levels in basins, in particular, those within Brookside Glen. Compensatory water storage in these basins is a Village of Tinley Park matter, and due to lack of rainfall this spring, the levels have been lower than normal.

The Lincoln-Way Mega Band is keeping the LWE stadium gates locked to secure their equipment, which is a cause of frustration for residents that wish to access the track and football field. The Park District has no authority to usurp how Lincoln-Way chooses to utilize the campus for their school programs.

The Park District will again provide golf carts to the Frankfort Chamber of Commerce for their annual Fall Fest.

J. FOIA

No FOIA requests for information were received over the past month.

XII. Old Business

No old business was discussed.

XIII. New Business

Ryan Holley expressed concerns about overgrown bushes and low hanging tree branches that can impede foot and bike traffic on residential sidewalks. Ms. Marcquenski responded that the Park District is only responsible for maintaining trees and shrubs on FSPD property.

Commissioners' Comments

Frank Florentine appreciated the work that goes into budget preparation and for the information shared through daily email messages and photos.

Ryan Holley and Phil Cherry expressed appreciation for the efforts of Park District staff to serve the needs of the FSPD residents.

Mr. Cherry asked if there is any consideration given to adding a full-time maintenance staff member. Ms. Marcquenski responded that the goal will be to get through the three main contracted projects in the upcoming season, and staffing needs will be reassessed in the fall.

XVI. Adjournment

Ryan Holley made Motion 25-2018 to adjourn the meeting at 7:44 p.m. Phil Cherry seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell