

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
June 12, 2025

The following are Minutes of a Budget & Appropriation public hearing and a meeting of the Frankfort Square Park District Board of Commissioners Park District, held at the 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, Craig Maksymiak, and Denis Moore.

Absent was: Ryan Holley.

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

III. Pledge of Allegiance

IV. Public Hearing/Public Input

Denis Moore made Motion 25-2031 to open the floor for the Public Hearing of the Budget and Appropriation Ordinance No. 25-06-364 for Fiscal Year May 1, 2025 through April 30, 2026. Lauren Breedlove seconded. Motion carried in a vote by voice.

No members of the public were present, and the floor for the public hearing remained open for thirty minutes while other business, not pertinent to Budget and Appropriation Ordinance No. 25-06-364 nor any agenda action items, was duly transacted during said meeting.

Phil Cherry made Motion 25-2032 to close the floor and adjourn the public hearing at 7:30 p.m. Joseph King seconded. Motion carried in a vote by voice.

V. Correspondence

A. Appreciation

Email from the 22nd Annual Mike Kasper Invitational Golf Outing fundraiser thanking the Park District for donating a Square Links foursome of golf in support of their Glenn J. Oskvarek Memorial Foundation that provides tuition assistance for students in the St. Rita High School music program.

Thank you notes received from recipients of the Park District's 2025 College Scholarship Program awards.

VI. Presentation of the May 15, 2025, Board Meeting and Executive Session Minutes.

Denis Moore made Motion 25-2033 to accept the May 15, 2025, Board Meeting Minutes as presented. Frank Florentine seconded.

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

Presentation of the May 15, 2025, Executive Session Minutes.

Denis Moore made Motion 25-2034 to accept the May 15, 2025, Executive Session Minutes as presented. Lauren Breedlove seconded.

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

VII. Legal Report

President, Craig Maksymiak read Budget and Appropriation Ordinance No. 25-06-364 into the record, a copy of which was provided to each Board Member in advance of said meeting and asked for consideration of same.

Lauren Breedlove made Motion 25-2035 to adopt the Budget and Appropriation Ordinance No. 25-06-364 as presented. Denis Moore seconded.

Ms. Marcquenski reported that the Budget and Appropriation Ordinance is an annual requirement that must be completed then filed with Will and Cook County Clerk Offices in the first quarter of the fiscal year. Line item expenses, from the Operating Budget, are appropriated to give the District flexibility to cover unforeseen expenses with 10% -15% over general line items and health insurance, while debt service and grant items are equal to the budget numbers. A copy of the Ordinance was posted 30 days in advance of the public hearing and notice of the hearing was published in the June 4, 2025 edition of the *Daily Southtown*.

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

President, Craig Maksymiak, read by title and requested consideration of Resolution No. 25-06-51, a resolution adopting a Fund Balance Policy, a copy of which was provided to each Board Member in advance of said meeting.

Denis Moore made Motion 25-2036 to approve Resolution 25-06-51 a resolution, adopting the Fund Balance Policy as presented. Joseph King seconded.

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

VIII. Treasurer's Report

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

Frank Florentine made Motion 25-2037 to accept the May Accounts Payable Listing. Phil Cherry seconded.

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

IX. Executive Director's Report

Ms. Marcquenski noted that the Budget and Appropriation Ordinance, completed during this meeting is the first step, followed by the annual Tax Levy Ordinance in December, that enables the Park District to levy taxes.

Work is underway on the Tax Levy, and as in previous years, the District again will balloon levy in an effort to capture new growth. The Park District has no authority to raise taxes but inflates the Tax Levy Ordinance to ensure it receives the value of tax distributions.

Work on the permit process for the Hunter Prairie Park Redevelopment project began in October 2024, and Will County granted the permit on June 9, 2025. Innovation Landscaping is mobilizing at the site, and a second erosion inspection is scheduled for June 16.

Treasurer, Frank Florentine, commented on the scope of the construction fencing at Hunter Prairie Park, and Ms. Marcquenski noted that it is necessary to keep residents safe during construction and that all proper steps are being taken throughout the process.

Commissioner, Phil Cherry asked if grant money must be expensed in a certain timeframe, and Ms. Marcquenski stated that the District could request an extension from the IDNR, if needed.

The dance studios at The Square are now complete, and Ms. Marcquenski commended Jeff Graefen, Graefen Development, and his construction crew for their quality work, attention to detail, and cleanliness. The work was done with no impact to Park District programming at this facility.

Work on the practice area at Square Links is now underway with trenching for drain tile and irrigation that is scheduled to begin on June 16. The contractor, Hollebeak Construction is a family-owned business that started out doing shoreline restoration and that area of expertise led to golf course construction.

The onsite portion of the annual audit was completed in record time, and Ms. Marcquenski commended Sue Baker, Bookkeeper, for providing the auditors with responses to their inquiries both onsite and via the portal.

Frank Bradley, owner of Crana Homes, is donating land and will purchase playground equipment to construct a small park in their new development located at 191st Street and 80th Avenue in Tinley Park. Ms. Marcquenski noted that Frank Bradley and Eamon Malone of Malone and Moloney, have far exceeded the Park District's land donation ordinance requirements throughout Brookside Glen over the years.

Ms. Marcquenski reported that a Will County tax distribution was received today, June 12, in the amount of \$1,315,111.30.

X. Department Reports

A. Maintenance

The full summer seasonal crew has arrived, and safety training was completed on Wednesday, June 11.

B. Recreation

Summer Day Camp and the Early Childhood Camp are underway at The Square and Community Center, respectively. The Early Childhood Camp reported a record high participation of 24 children and the program may be split into two groups should enrollment continue at this level.

Pam Moloney, ELC Preschool Director, Jackie Keenan, Projects Manager, and staff did a great job hosting the annual Ice Cream Social on June 5.

A group of senior adults enjoyed a trip to the Paramount Theatre in Aurora to see the hit musical Cats.

Fifty-four BDC dancers will depart to Charlotte, South Carolina to compete in the Nationals from June 14-22, and the Park Board and staff wish them well.

Summer concerts in the Island Prairie Park bandshell will begin on June 24 with a performance by the band, 28Days.

C. Information Technology

No report.

D. Special Recreation

Ms. Marcquenski requested Board consideration to provide a \$750 sponsorship for the LWSR Foundation's annual golf outing fundraiser to be held on July 11, 2025.

Lauren Breedlove made Motion 25-2038 authorizing the provision of a \$750.00 sponsorship for LWSR Foundation's annual golf outing fundraiser to be held on July 11, 2025, as requested. Joseph King seconded.

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

Keith Wallace, Executive Director of LWSRA, will attend the August 21 Board Meeting to provide a report on his agency.

E. Finance and Planning

No report.

F. Golf Course

Square Links staff are preparing for the two busiest days of the season, Father's Day on Sunday, June 15, and Juneteenth on Thursday, June 19.

Dan Coughlin, Athletic Supervisor, regularly reviews Teesnap, the golf course tee time reservation system, and shared that there were 78 new users added the week of June 9, for a total of 9,789 users.

G. Office

Sufficient information was provided in the June Executive Director's Report.

H. Risk Management

I. Community Updates

The Maddog Strong Foundation's Miles for Maddog 5K Run/10K Walk is scheduled for Saturday, June 21 and will begin and end at Lincoln-Way North where participants will follow a route through the Frankfort Square Community. This event will be preceded by the Giving Tree Ceremony at Maddie's Grove in Island Prairie Park on Friday, June 20. Maintenance staff have been working to ensure all sites are ready for the Foundation's use, and Ms. Marcquenski and Ed Reidy, Superintendent of Parks, will meet with the Foundation's President, Cynthia Grobmeier, on June 16 to finalize the details.

J. Freedom of Information

There were no FOIA requests received over the past month.

XI. Old Business

During the May 15 Board Meeting, Commissioner, Ryan Holley, inquired about the potential to construct a bike path connection from the Union Creek baseball field complex to St. Francis Road. Ms. Marcquenski presented maps to give Board Members an overview of the area, and the matter can be revisited at the July 17 Board Meeting.

XII. New Business

No new business was discussed.

A. Commissioner's Comments

Phil Cherry began a discussion regarding offering an adult night open gym for adults 35 and over on Fridays for basketball and field hockey. The matter will be explored and the gym at The Square may be a good venue.

Mr. Cherry also inquired about additional opportunities to recognize those who have contributed to the betterment of the community throughout the years. A full discussion ensued that involved ideas for a potential dedication site.

Commissioner, Joseph King, requested a follow-up regarding public input from the May 15 meeting wherein a community member, Greg Grant, appealed to the Park District for assistance that would enable him to operate his golf cart on the streets in Frankfort Square. Ms. Marcquenski contacted the Frankfort Township Road District, Village of Frankfort, and Will County Sheriff's Office, and learned that state law does not allow such usage.

President, Craig Maksymiak, expressed appreciation to Vice President, Denis Moore, for managing the May 15 Board Meeting, while he participated remotely.

XIII. Executive Session

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

XIV. Adjournment

Frank Florentine made Motion 25-2039 to adjourn the meeting at 8:05 p.m. Phil Cherry seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell