

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
July 17, 2025

The following are Minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Square Links Golf Course Clubhouse, 7861 W. St. Francis Road, 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, Ryan Holley, Joseph King, and Craig Maksymiak.

Absent were: Frank Florentine and Denis Moore.

Also present were: Audrey Marcquenski, Executive Director/Park Secretary, Linda Mitchell, Recording Secretary, and Kari Jensen, BDC Co-Director.

III. Pledge of Allegiance

IV. Public Input

Audrey Marcquenski introduced Kari Jensen, BDC Co-Director, and congratulated her and BDC families for their success during the Applause 2025 Nationals in North Charleston, SC, June 15-20.

Ms. Jensen provided a summary of the BDC program. In addition to regional competitions that run from February through April, BDC began competing on the national stage in Pigeon Forge, TN in 2023. This year, BDC performed 82 dances, competing in all styles, at the novice, middle, ovation, and elite levels. Ms. Jensen also provided a list of the awards won for Board review.

Ms. Jensen explained the BDC motto of “Protect Your Heart, Find Your Home, and Develop Your Own Voice”, where dancers have the opportunity to take multiple disciplines.

Mr. Cherry expressed appreciation for all that BDC teachers do, going well above what is expected, and all should be proud of their efforts.

BDC teachers and dancers are looking forward to moving the program into their new home at The Square.

President, Craig Maksymiak noted that the work BDC staff have done and continue to do is appreciated by the Park Board.

V. Correspondence

A. Appreciation

Thank you note received from a recipient of the Park District’s 2025 College Scholarship Program awards.

B. Complimentary

Email received from a resident who reached out to Ed Reidy, Superintendent of Parks, to request a park bench along the Brookside Glen walking path. Mr. Reidy arranged for the purchase and installation of the bench, added a tree, and two additional benches will be placed along this path between Brookside Glen Drive and 80th Avenue. The resident complimented Mr. Reidy on the time and effort he took to listen to her needs, stating that the bench will benefit her therapeutic walking routine. Ms. Marcquenski further noted that Mr. Reidy receives numerous requests from residents and, whenever possible, he goes the extra mile to meet their needs.

VI. Presentation of the June 12, 2025 Board Meeting Minutes.

Lauren Breedlove made Motion 25-2040 to accept the June 12, 2025 Board Meeting Minutes as presented. Ryan Holley seconded.

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

VII. Legal Report

No report.

VIII. Treasurer's Report

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

Phil Cherry made Motion 25-2041 to accept the June Accounts Payable Listing. Joseph King seconded.

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

IX. Executive Director's Report

Ms. Marcquenski displayed photographs depicting the progress of construction at the Hunter Prairie Park Redevelopment site. Grading and excavation are ongoing, concrete walkways between the community gardens and tennis courts will be poured, and the contractor, Innovation Landscaping has cordoned off the existing trees identified by the neighbors, to ensure they will not be disturbed as the project continues.

At The Square, Ms. Marcquenski reported that all has been going well between holding programs and completion of the dance studio construction project. Currently, the HVAC system is being balanced, a necessary step due to the scope of the build.

The cost to repair a damaged golf cart, following an incident on July 4 was \$140.00 as only the control arm required replacement, and the cart is now back in service.

The FYE: 4/30/2025 audit was received, and the Board will review the final copy this year and is welcome to an in-person presentation by the independent audit firm of Lauterbach and Amen at the August Board Meeting.

Community gardens are a popular offering, and residents are excited to learn there will be additional gardening opportunities at Hunter Prairie Park. There has been an issue at the Community Park gardens where individuals are planting in plots assigned to other gardeners. To rectify the issue, Park District staff changed the access code in an effort to prevent non-participants from gaining access to the locked site.

The recent tragedy in Texas prompted conversation regarding weather and safety. The Park District has good information and plans in place to help manage all situations, and most recently, purchased NOAA weather radios to be located in each of its facilities where programming is scheduled. Community organizations are also reviewing their weather emergency and insurance plans. Ms. Marcquenski reported that Will County completes annual inventories and has a master list of equipment that could be accessed in county-wide emergency situations.

X. Department Reports

A. Maintenance

To date, this summer's Park Days included Kiwanis, Community, Island Prairie, and White Oak Parks, with the entire maintenance staff completing park clean ups, tree trimming, adding tree rings and mulch, annuals planted at park signs, and general clean-up of the sites.

Staff also supported FSBL's tournament in June and are working with the Frankfort Square Wildcats in preparation for their upcoming season.

B. Recreation

The Early Childhood Summer Camp is enjoying record participation with more families and frequency of participation. Amanda Salgado, with support from Pam Moloney and her daughter, camp aide, Abigail Salgado have taken the program to new levels with weekly themes, creative activities, and guest speakers.

Staff are working on the fall brochure that is expected to be in residents' mailboxes on or about August 21.

C. Information Technology

No report.

D. Special Recreation

Ms. Marcquenski thanked the Park Board for their support of LWSRA's annual golf fundraiser on July 11, noting Ryan Holley and his foursome did well. Park District staff will participate in the August 8 golf outing at The Sanctuary in New Lenox.

Keith Wallace, LWSRA Executive Director, will attend the August 21 Park Board Meeting to introduce himself and provide updates about his organization.

E. Finance and Planning

No report

F. Golf Course

Hollembeak Construction completed the new practice area at Square Links. They turned care of the sod and seedlings over to the Park District; however, they are available to answer any questions and assist as needed. Alec Flamm, FSPD's Full Time Building & Grounds staff member and Hunter Rowe, Reliable Property Services Superintendent, have done an amazing job caring for the new turf and grass seed.

Sponsorship letters were mailed, seeking donations for the annual College Scholarship Classic, scheduled for Saturday, September 20. Board Members agreed to again participate in the Beat the Board contest during the fundraising event.

G. Office

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

H. Risk Management

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

I. Community Updates

Pat Carr, Village Manager, Tinley Park, informed the Park District that work will begin on the development at 191st Street & Harlem Avenue. The sports complex on 191st Street is also underway and is expected to open in December 2025.

J. Freedom of Information

There were no FOIA requests received over the past month.

XI. Old Business

In a follow-up to Mr. Cherry's idea, presented at the June Board Meeting, staff developed a list of items that could be included on signage at Hunter Prairie Park to honor certain community members. The information will be reviewed and further developed for Board consideration.

Board Members reviewed the existing bike trail map and delineated an area for a path extension, according to Ryan Holley's suggestion at the May Board Meeting.

XII. New Business

No new business was discussed.

A. Commissioner's Comments

Phil Cherry asked if an AED unit is available to the Frankfort Square Wildcats Football program at Union Creek Park. Ms. Marcquenski responded positively, noting AEDs are located at the football practice area and at the football concession stand.

Mr. Cherry expressed appreciation to Park District staff and further commended BDC Co-Directors, Kari Jensen and Donnette Castle.

Commissioner, Joseph King, asked if Park District staff could paint the Wildcats goal posts. Ms. Marcquenski responded that Ed Reidy, Superintendent of Parks, and Jim Zawilinski, President of the Wildcats, are in communication.

Mr. Holley reported that there are holes in the Union Creek outfield. Ms. Marcquenski will direct maintenance staff to check the area in question and complete outfield repairs, as necessary.

Mr. Holley asked if any further thought was given to public input provided last year from a resident requesting a partnership with the Park District to provide fireworks displays. Ms. Marcquenski responded that the Park District cannot sanction non-professional fireworks displays.

XIII. Executive Session

No business came before the Board that required an Executive Session

XIV. Adjournment

Ryan Holley made Motion 25-2042 to adjourn the meeting at 8:07 p.m. Lauren Breedlove seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell