

AGENDA

May 8, 1980

- I Call to Order
- II Roll Call
- III Minute Approval - April 10, 21, and 26 Meetings
- IV Treasurer's Report
- V Board Re-organization
 - 1. Election of Officers
 - a. President
 - b. Vice President
 - c. Treasurer
- VI Legal Report
- VII Committee Reports
 - 1. Maintenance
 - a. Employee Approval - Mark Lundquist
 - b. Weed Control
 - 2. Recreation
 - a. Summer Programs
 - 3. Planning
 - a. Kingston Playground Equipment - Repair Cost
 - b. Grading Cost - 43.9 Acre Site
 - c. Concession Stand - telephone
 - candy shelves
 - 4. Lincolnway Special Recreation Assoc.
 - a. Report from R. Flynn
 - 5. Insurance
 - 6. Financial
 - a. Working Budget
- VI Legal Report
- VII Old Business
 - 1. ARC Invoices dated March 10 and April 28
- VIII New Business
- IX Correspondence
 - 1. ARC HCRS Park Development Contract
- X Adjournment

FRANKFORT SQUARE PARK DISTRICT

352 ROSEWOOD DRIVE
FRANKFORT, ILLINOIS 60423
(815) 469-3524

NOTICE

THERE WILL BE A SPECIAL MEETING OF THE BOARD OF COMMISSIONERS
OF THE FRANKFORT SQUARE PARK DISTRICT ON WEDNESDAY, MAY 21,
1980 AT 8:00 P.M.

JULIE E. BARKER
PRESIDENT

BOARD OF COMMISSIONERS
FRANKFORT SQUARE PARK DISTRICT

AGENDA

June 12, 1980

- I Call to Order
- II Roll Call
- III Approval of the May 8, 20 and 21 Minutes
- IV Treasurer's Report
- V Committee Reports
 - 1. Maintenance
 - a. Maintenance Report
 - b. Laurel Creek Banks
 - 2. Recreation
 - a. Spring Program Report
 - b. Summer Program Instructors
 - 3. Planning
 - a. Kay Jay Construction - Invoice #1154
 - b. Office window
 - 4. Financial
 - a. 1979-80 Audit
 - b. 1980-81 Budget
 - c. Working Budget
 - d. Check Signature Authorizations
 - 5. Insurance
 - a. Park & Recreation Insurance Invoice
 - 6. Lincolnway S.R.A.
 - 7. School Board
 - a. Letter from Mr. Fanti
- VI Legal
 - 1. Martin Contract
 - 2. Hoffman Donation
 - 3. Agema Landscaping
- VII Old Business
 - 1. A.R.C. Contract
 - 2. Appointments - Secretary, Treasurer, Committees
- VIII New Business
- IX Correspondence
- X Adjournment

AGENDA
July 10, 1980

- I Call to Order
- II Roll Call
- III Approval of the June 5 and June 12, 1980 Minutes
- IV Treasurer's Report
- V Committee Reports
 - 1. Maintenance Report - July
 - a. Mower Repair - Approval
 - b. Kingston & Laurel Drop-off
 - c. Mosquitos Control
 - d. Park Ordinance Signs
 - e. Electrical Bid - Gary Eggener
 - f. Maintenance Staff - Approval
 - 2. Recreation Report - July
 - a. Fall Programs
 - b. Mimeograph Supplies
 - c. Soccer Goals - Approval
 - d. Tennis Court Hours - Approval
 - 3. Planning
 - a. Phase II Contracts
 - 4. Financial
 - a. Revised Operating Budget
 - b. Appropriation Budget
 - 5. Insurance
 - 6. S.R.A.
 - 7. School Board
- VI Legal Report
- VII Old Business
 - a. Air Conditioner - Bldg.
 - b. Naming of Pond Park
- VIII New Business
 - a. Election Responsibilities
- IX Correspondence
- X Adjournment



AGENDA

July 24, 1980

- I Call to Order
- II Old Business
 - 1. Air Conditioning
 - 2. Electricity for Garage
 - 3. Phase II
 - 4. Allstate Fence Refund
- III New Business
- IV Correspondence
- V Adjournment

AGENDA

August 14, 1980

- I Call to Order
- II Roll Call
- III Changes/Additions to Agenda
- IV Approval of the July 10 & July 24, 1980 Meetings
- V Treasurer's Reports
- VI Committee Reports
 - 1. Maintenance
 - a. Clay Donation
 - b. Fall Maintenance Person
 - c. Mark Lundquist - Injury
 - 2. Recreation
 - a. F.S.B.L. - Chuck Hale
 - b. Summer Program Summary
 - c. Kingston Soccer Field
 - d. Fall Programs & Instructors
 - e. Brochure Expenditure
 - f. Concession Stand Permit
 - g. *parking at SNAH*
 - 3. Planning
 - a. Bid Specifications & Drawings Discrepancies
 - b. North 20
 - 4. Financial
 - a. Line of Credit
 - 5. L.W.S.R.A.
 - 6. School Board
 - 7. Insurance
- VII Legal Report
 - 1. Titles to Kiwanis; Kingston Outlot B-Block 8, Unit 3; Woodlawn, North 40
 - 2. Martin Landscaping Co.
- VIII Old Business
 - 1. Air Conditioning Maintenance Agreement
 - 2. Meter Box for tennis courts
 - 3. Electricity for Garage
 - 4. Railroad ties
 - 5. *Vandalism*
- IX New Business
 - 1. Fall Office Hours
- X Correspondence
 - 1. I.A.P.D. letter of 8/5/80 - October 15 Conference
 - 2. Kay Jay Construction's letter to Millsap of 8/8/80
 - 3. I.A.P.D. - Annual Meeting of 11/15/80
- XI Adjournment

AGENDA

September 11, 1980

- I Call to Order
- II Roll Call
- III Additions to Agenda
- IV Approval of the August 14, 1980 Minutes
- V Treasurer's Report/Accounts Payable
- VI Committee Reports
 - 1. Maintenance
 - a. New Employees
 - b. Railroad ties
 - 2. Recreation
 - a. Parking at S.H.J.H.
 - b. Fall Programs
 - 3. Planning
 - a. Survey and grading - North 40
 - b. Bid specs. and drawings
 - 4. Financial
 - a. Kay Jay Invoices #1166, 1167
 - b. A.R.C. Invoices of August 29, 1980 *✓ June 3*
 - 5. L.W.S.R.A.
 - 6. Insurance
 - a. Fire Insurance Renewal
 - b. Workmen's Comp. Renewal
 - c. Broad Form Money & Securities Coverage
 - 7. School Board
- VII Legal
 - 1. Martin Landscaping
 - 2. Hoffman Group - property titles
- VIII Old Business
 - 1. Kiwanis Club Donation
 - 2. Vandalism
 - a. Update on Kingston and Summit Hill Parks
 - b. Hunter Prairie tennis net theft
- IX New Business
 - 1. *Cub Scouts*
- X Correspondence
- XI Adjournment

Agenda

October 9, 1980

- I Call to Order
- II Roll Call
- III Additions/Corrections to Agenda
- IV Approval of the September 11 & 17 Meeting Minutes
- V Treasurer's Report
 - 1. Accounts Payable Listing
- VI Committee Reports
 - 1. Maintenance
 - a. Personnel - Frank Xaverius Suspension
 - b. Maintenance Report of 10/9/80
 - c. *Bldg. Custodian*
 - 2. Recreation
 - a. Recreation Report of 10/9/80
 - b. *ice skating*
 - 3. Planning
 - a. North 40 Bid Specifications
 - b. *Fire Dept.*
 - 4. Financial
 - a. Payment Approval - Ken Millsap Landscaping
 - b. *Operating Budget*
 - 5. L.W.S.R.A.
 - 6. Insurance
 - 7. School District
 - a. Off-Street Parking
- VII Legal
 - 1. H-R Property Deeds
- VIII Old Business
 - 1. *Sites at Kingston PK.*
 - 2. *IAPD Convention*
- IX New Business
- X Correspondence
- XI Adjournment

AGENDA

October 23, 1980

- I Call to Order
- II Roll Call
- III Old Business
 - 1. Dan Lorenz - Fire Department
 - 2. Phase III Construction
 - 3. Operating Budget Summary
- IV Adjournment

AGENDA
November 12, 1980

- I Call to Order
- II Roll Call
- III Additions/Corrections to Agenda
- IV Approval of the October 2, October 9, and October 23, 1980 Minutes
- V Treasurer's Report
 - A. Accounts Payable Listing
 - B. Concession Report

- VI Committee Reports
 - 1. Maintenance - See Agenda Review
 - 2. Recreation
 - A.&C. - See Agenda Review
 - B. Brochure Appropriation
 - 3. Planning
 - A. Ice Skating
 - 4. Financial
 - A. T.A.W. Ordinance - Dec. 1 Bond Payment
 - B. Bechstein Invoice of November 11
 - C. *Hoffman Money*
 - 5. LW.S.R.A.
 - 6. Insurance
 - 7. School District

- VII Legal Report
 - 1. Repair to Summit Hill North
 - 2. Martin Case

- VIII Old Business
 - 1. Kingston Park Lighting Report - Table to December Meeting
 - 2. Kiwanis Club Donation
 - 3. Phase III Construction
 - A. Name for North 40
 - B. Signs for North 40, Kiwanis, Hunter Prairie
 - C. Progress Report: Woodlawn, Kiwanis, Hunter Prairie, North 40
 - 4. Summit Hill Parking

- IX New Business
 - 1. Committee for Performance Review of S. Todd
 - 2. Christmas Party
 - 3. Committee for Review of Personnel Policies, Performance Rating System, Job Descriptions

- X Correspondence
 - 1. Letter from Fr. Fire Dept.
 - 2. ARC 10/23/80 Re: Millsap Landscaping Payout #1

- XI Adjournment

D. K-g Inv 1182

AGENDA

December 11, 1980

- I Call to Order
- II Roll Call
- III Approval of the November 12, 1980 Minutes
- IV Treasurer's Report/Accounts Payable Listing
- V Committee Reports
 - 1. Financial
 - a. Audit Report - Walter Jagiello
 - b. Hoffman Money
 - c. State Treasurer's Pool
 - d. Kay Jay Invoices: 1185, 1186, 1187, & 1172
 - e. A.R.C. Invoices
 - 2. Maintenance
 - a. Summary of Hours
 - b. Completed Projects
 - 3. Recreation
 - a. Winter Brochure
 - b. F.S.B.L. - Chuck Hale
 - 4. Planning
 - a. Ice Skating
 - 5. L.W.S.R.A. - R. Flynn
 - 6. School District
- VI Legal Report
 - 1. Repair to Summit Hill North
 - 2. Martin Case
 - 3. Attorney fee for Line of Credit
- VII Old Business
 - 1. Lighting at Kingston & Laurel Park
 - 2. Repair of Summit Hill North Wing Fence
 - 3. Phase III Construction
 - a. Progress Report: Woodlawn, Hunter Prairie, Kiwanis, North 40, Kingston
 - b. Drainage - North 40, A. Caskey
 - 4. Performance Review - S. Todd
 - 5. Personnel Policies
 - 6. Christmas Party
 - 7. Park District Logo
 - 8. Summit Hill Parking
- VIII New Business
 - 1. Kay Jay Donation
- IX Correspondence
 - 1. Letter from Frankfort Fire Dept.
- X Adjournment

Agenda

January 8, 1981

- I Call to Order
- II Roll Call
- III Additions/Changes to Agenda
- IV Approval of the December 11, 1980 Minutes
- V Treasurer's Report
 - A. Financial Statements
 - B. Accounts Payable Listing
 - C. Audit Report - Walter J. Jagiello
- VI Committee Reports
 - 1. Maintenance
 - A. Sept./Oct. Payroll Hours
 - B. Ballfield Specifications
 - C. Summit Hill Parking
 - D. Summit Hill Wing Fence - Attachment fr. D. Persic
 - 2. Recreation
 - A. 1981 Winter/Spring Program Instructors Approval
 - B. Personnel - Adm.
 - C. Winter/Spring Program Registration
 - D. 1980 Program Summary
 - E. F.S.B.L. - Use of Lighted Fields
 - 3. Financial
 - A. Hoffman Money
 - B. I.A.P.D. - Dues Approval
 - 4. Planning
 - 5. L.W.S.R.A.
 - 6. School District
 - 7. Personnel Policies Draft
 - 8. Insurance
 - A. Field Lights Claim
- VII Legal
 - 1. Attorney Fee/Line of Credit
 - 2. Election - April 7, 1981
- VIII Old Business
 - 1. Phase III Construction
 - A. Progress Report
 - B. Extension and Payment Applications Report
 - 2. Drainage
 - 3. Kingston Lighting
 - 4. Hunter Prairie Playground Hazards
 - 5. Drainage
- IX New Business
 - 1. F.S.H.A. Incorporation Meeting - January 20, 1981
 - 2. *SSPPR A Dennis*
- X Adjournment *inc*

Agenda

February 12, 1981

- Call to Order
- II Roll Call
- III Changes/Additions to Agenda
- IV Approval of the January 8 and January 14, 1981 Minutes
- V Treasurer's Report
- VI Director's Report - See Attached
- VII Committee Reports
 - 1. Maintenance
 - 2. Recreation
 - 3. Financial
 - a. Audit Management Letter
 - 4. Planning
 - 5. L.W.S.R.A.
 - 6. School District
 - a. Late Tax Collection Resolution
 - 7. Policy Procedures Committee
 - 8. Public Relations
 - a. Name the North 40 Contest
 - b. Candidates Night
 - c. Commissioner Refresher Day
- VIII Legal
 - 1. Election Update
- IX Old Business
 - 1. Phase III - Grant Inspection
 - 2. Kingston Lighting
 - 3. Playground Equipment Hazards
 - 4. S.S.P.R.P.A. Dinner
- X New Business
- XI Correspondence
- XII Adjournment

Agenda

March 12, 1981

- I Call to Order
- II Roll Call
- III Changes/Additions to Agenda
- IV Approval of February 12, 1981 Minutes
- V Treasurer's Report
- VI Director's Report
- VII Committee Reports
 - 1. Maintenance
 - a. Spring/Summer Staff
 - 2. Recreation
 - a. Trips
 - b. Easter Egg Hunt
 - c. F.S.B.L. Concession Agreement
 - d. Girl's Softball Sponsors
 - 3. Financial
 - a. Auditor for 1980-81 Audit
 - 4. Planning
 - a. Maintenance Facility
 - 5. L.W.S.R.A.
 - 6. School District
 - 7. Policy Procedures Committee
 - a. Personnel Policy
 - 8. Public Relations
 - a. Candidates Night - March 18th
 - b. Commissioner Refresher Day
- VIII Legal
 - 1. Martin Case
 - 2. Opinion on Definition of Legal Voter
- IX Old Business
 - 1. Kingston Lighting
 - 2. S.S.P.R.P.A. Dinner
 - 3. Wing Fence Repair
- X New Business
 - 1. I.P.R.F. Donation
- XI Adjournment

AGENDA

APRIL 9, 1981

- I Call to Order
- II Roll Call
- III Changes/Additions to Agenda
- IV Approval of the March 12 and March 31, 1981 Minutes
- V Treasurer's Report
- VI Committee Reports
 - 1. Maintenance
 - a. Satellite toilets
 - b. Mower
 - c. Job Descriptions
 - 2. Recreation
 - a. Summer Brochure (Appropriation)
 - b. Concession Agreement
 - c. Homeowner's Donation/Girl's Softball
 - d. Policies
 - 3. Financial
 - a. Review of 1980-81 Fiscal Year Budget
 - b. ~~Read Out~~ Tentative 1981-82 Fiscal Year Budget
 - c. State Treasurer's Pool: Telephone Transfers
 - d. Kay Jay Invoice #1195
 - e. Audit
 - 4. Planning
 - 5. L.W.S.R.A.
 - 6. School District
 - 7. Public Relations
 - a. Commissioner Refresher Day
- VII Director's Report
- VIII Legal
 - 1. Contract for Summit Hill North Outfield Repair
- IX Old Business
 - 1. Ballfield Update
 - 2. Office Schedule
 - 3. Fences at Kingston Playgrounds
 - 4. Vote Canvass - April 13, 7:00 P.M.
 - 5. *Millsap's Contract*
- X New Business
 - 1. Path between Rosewood & Wintergreen
 - 2. S.C.O. Request to *(Sue)* popcorn popper for fun fair
 - 3. F.S.B.L. Opening Day Parade
 - 4. Bolingbrook Trip - May 16, 1981
- XI Correspondence
- XII Adjournment