

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

May 17, 2000

The following are minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Park District Administration Building:

I. Call to Order

The meeting was called to order at 7:30 p.m.

II. Roll Call

Present were: Ken Blackburn, Pam Kohlbacher, Jeff Libowitz, Henry Meers, and Jack Williams. Mark Bickel and Bob Murphy were absent.

III. Public Input

No public input.

IV. Presentation of the April 19, 2000 Minutes

Henry Meers asked that the minutes be amended to show the interest rate received for the issuance of the T.A.W.'s through Harris Bank.

Motion 00-444 was made by Ken Blackburn, seconded by Jack Williams, to accept the April 19, 2000 minutes as amended. Motion passed unanimously.

V. Election of Officers

Motion 00-445 was made by Ken Blackburn, seconded by Jack Williams, to nominate Jeff Libowitz for Park Board President. Nomination was accepted by Jeff Libowitz. Motion passed unanimously.

Motion 00-446 was made by Jack Williams, seconded by Ken Blackburn, to nominate Pam Kohlbacher as Park Board Vice President. Nomination was accepted by Pam Kohlbacher. Motion passed unanimously.

Appointments:

- ♦ Jim Randall was appointed Board Secretary
- ♦ Ken Blackburn was appointed Board Treasurer

Committee's: The committee designations will remain the same as one standing committee.

V. Appointments (cont'd.)

Meeting Dates: It was decided to table the meeting date, time and place until the June meeting when all commissioners are in attendance.

Check Signing Authority: Jeff Libowitz, Pam Kohlbacher, Ken Blackburn, Marge Johnson, Jack Williams, and Jim Randall will have check signing authority.

Newspaper: The Star Newspaper

Legal Counsel: Dick Hutchison

VI. Legal Report

Dick Hutchison discussed the Personnel Policy Manual and the concerns over personal searches on park property. Mr. Hutchison made suggestions regarding this policy and the manual has amended to reflect the change.

Motion 00-447 was made by Pam Kohlbacher, seconded by Jack Williams, to approve the Personnel Policy Manual as amended. Roll Call: Pam Kohlbacher - Aye, Jeff Libowitz - Aye, Ken Blackburn - Aye, Jack Williams - Aye, Henry Meers - Nay. Mark Bickel and Bob Murphy were absent.

VII. Treasurer's Report

Jim Randall distributed copies of the Financial Summary for review. He stated it wasn't necessary to use any Tax Anticipation Warrant money and that tax checks would be mailed out on June 9th.

The Treasurer's Report was accepted pending audit. Discussions took place on the Accounts Payable Listing. Motion 00-448 was made by Ken Blackburn, seconded by Jack Williams, to accept the Accounts Payable Listing. Motion passed unanimously.

VIII. Executive Director's Report

Jim Randall asked for a motion to approve funding for the following projects:

1. Park Sign at Union Creek Park - \$7,425.00
2. Asphalt at Union Creek Concession Stand - \$9,500.00
3. Playground at Indian Trail School - \$25,000.00
4. Odyssey Playground - \$25,000.00

VIII. Executive Directors Report (continued)

Motion 00-449 was made by Jack Williams, seconded by Pam Kohlbacher, to approve the requested funding for the park sign at Union Creek, asphalt at Union Creek concession stand, and playgrounds at Indian Trail and Odyssey Parks, as requested by Jim Randall. Motion passed unanimously.

Motion 00-450 was made by Jack Williams, seconded by Pam Kohlbacher, to amend Motion 00-449 to approve funding for the park sign at Union Creek, asphalt at Union Creek concession stand and the playground at Indian Trail School, as requested by Jim Randall. Roll Call: Ken Blackburn - Aye, Pam Kohlbacher - Aye, Henry Meers - Aye, Jack Williams - Aye, Jeff Libowitz - Aye. Mark Bickel and Bob Murphy were absent. Jim Randall will seek bids on all approved projects.

Jim Randall asked for approval to lease an additional mower with Circle W Tractor at a cost of \$1,800.00. Motion 00-451 was made by Ken Blackburn, seconded by Jack Williams, to approve \$1,800.00 for an additional mower lease. Motion passed unanimously.

Jim Randall asked for approval to contract for weed control for park properties in an amount not to exceed \$4,800.00. Motion 00-452 was made by Ken Blackburn, seconded by Henry Meers, to approve the contracting for weed control, not to exceed \$4,800.00. Motion passed unanimously.

IX. Committee Reports

A. Maintenance

Jim Randall reported that staff has been extremely busy keeping up with park maintenance.

Opening Day for the Baseball League will be this Saturday.

B. Recreation

The new brochure has been mailed to all residents. Registration begins on May 18, 2000, and the Park District is fully staffed to help speed up the process.

C. Special Recreation (SSSRA)

The SSSRA approved their annual budget at the April meeting. The SSSRA is looking for a new location, possibly in the Tinley Park or Frankfort area.

D. Finance and Planning

No report.

E. Township Planning Committee

No report.

X. Old Business

A. Carnival/Fireworks Update - Discussion took place on how to handle parking at the Carnival this year and whether it should be given to the Wildcats Football League to handle. The charge for parking will be handled the same as last year.

B. Master Plan Review/Five Year Plan - Jim Randall reported they are still working on the Master Plan.

XI. New Business

No report.

XII. Adjournment

Motion 00-453 was made by Ken Blackburn, seconded by Jack Williams, to adjourn the meeting at 8:35 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

June 21, 2000

The following are minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Park District Administration Building:

I. Call to Order

The meeting was called to order at 7:30 p.m.

II. Roll Call

Present were: Mark Bickel, Pam Kohlbacher, Jeff Libowitz, and Bob Murphy. Henry Meers arrived at 7:35 p.m. Jack Williams arrived at 7:46 p.m. Ken Blackburn was absent.

III. Public Input

Motion 00-454 was made by Mark Bickel, seconded by Pam Kohlbacher, to open a Public Hearing.

Discussion took place on the Budget and Appropriation Ordinance #00-00-138.

Motion 00-455 was made by Bob Murphy, seconded by Pam Kohlbacher, to close the Public Hearing.

IV. Presentation of the May 17, 2000 Minutes

Motion 00-456 was made by Pam Kohlbacher, seconded by Bob Murphy to accept the May 17, 2000 minutes as presented. Motion passed unanimously.

V. Legal Report

Jim Randall reported he and Dick Hutchison met with Anthony DeAngelus Jr, the developer of Odyssey Subdivision, to accept the parcel of land that was being donated to the Park District. Jim Randall presented the deed and plat to the Board.

Motion 00-457 was made by Bob Murphy, seconded by Pam Kohlbacher, to accept the deed as submitted. Roll Call: 5 ayes, Jack Williams abstained.

VI. Treasurer's Report

The Treasurer's Report was accepted pending audit. Discussion took place on the Accounts Payable Listing. Motion 00-458 was made by Pam Kohlbacher, seconded by Bob Murphy, to accept the Accounts Payable Listing. Motion passed unanimously.

VI. Treasurer's Report (continued)

Motion 00-459 was made by Pam Kohlbacher, seconded by Bob Murphy, to pass the Budget and Appropriation Ordinance 00-00-138. Motion passed unanimously.

VII. Executive Director's Report

Jim Randall asked for Board approval to go to an outside source, namely Dr. Tony Zito, from the College of St. Francis, to put together the final version of the Master Plan. The Park District has consolidated all of the information and will provide copies to the Commissioners prior to contacting an outside source. If possible, Jim will invite Dr. Zito to the July meeting to answer questions.

Jim Randall reported LAP is running on a \$1,000.00 deficit and may increase fees for the upcoming year.

Jim Randall discussed a potential site on 80th Avenue, within Park District property, for a new Special Recreation Center for SSSRA. They are looking to build a 3,000 square foot building for offices and a meeting room. The building would be owned by the Park District and will be funded by the 10-member agencies. Jim Randall will compile more information in order to get Board opinions.

VIII. Committee Reports

A. Maintenance

Jim Randall reported, overall, the maintenance budget is o.k., though seasonal salaries are up. There is a possibility that he will have to ask for a line item from the Corporate Fund to the Recreational Seasonal Salaries Fund. Discussion followed.

B. Recreation

No report.

C. Special Recreation (SSSRA)

Jim Randall reported a staff member resigned and a replacement will be hired.

June 21, 2000

Page 3

D. Finance and Planning

Jim Randall reported the audit is scheduled for July and the audit document should be ready for presentation at the August meeting.

E. Township Planning Committee

No report.

X. Old Business

A. Carnival/Fireworks Update - Jim Randall provided the Commissioners with an estimated budget of income and expenses for the upcoming carnival.

B. Master Plan Review/Five Year Plan - See Executive Directors's Report for update.

C. Motion 00-460 was made by Bob Murphy, seconded by Pam Kohlbacher, to change the Park District Board Meeting to the 4th Thursday of every month, beginning with the July 27th meeting. Motion passed unanimously.

XI. New Business

No report.

XII. Adjournment

Motion 00-461 was made by Jack Williams, seconded by Bob Murphy, to adjourn the meeting at 9:00 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

July 27, 2000

The following are minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Park District Administration Building:

I. Call to Order

The meeting was called to order at 7:30 p.m.

II. Roll Call

Present were: Mark Bickel, Ken Blackburn, Pam Kohlbacher, Jeff Libowitz, Henry Meers and Bob Murphy. Jack Williams was absent.

III. Public Input

A. Public Hearing - Ordinance #00-00-139

Motion 00-462 was made by Bob Murphy, seconded by Pam Kohlbacher to open the public hearing for Ordinance #00-00-139. Motion carried unanimously.

Discussion on Ordinance #00-00-139. Motion 00-463 was made by Ken Blackburn, seconded by Mark Bickel to close the public hearing for Ordinance #00-00-139. Motion carried unanimously.

Motion 00-464 was made by Ken Blackburn, seconded by Pam Kohlbacher to approve the Ordinance #00-00-139. Roll call vote: Mark Bickel - yes, Ken Blackburn - yes, Pam Kohlbacher - yes, Jeff Libowitz - yes, and Bob Murphy - yes. Henry Meers - no.

IV. Presentation of the June 21, 200 Minutes

Motion 00-465 was made by Ken Blackburn, seconded by Bob Murphy to accept the June 21, 2000 minutes as presented. Motion carried unanimously.

V. Legal Report

Dick Hutchison indicated that the Odyssey Subdivision park property has been dedicated to the park district.

Brief discussion on the soccer coach incident with the South Suburban Soccer League.

Discussion on the Krusemark easement.

VI. Treasurers Report

The Treasurer's Report was accepted pending audit. Motion 00-466 was made by Ken Blackburn, seconded by Pam Kohlbacher to accept the Accounts Payable Listing. Motion carried unanimously.

VII. Executive Director's Report

Jim Randall asked for board approval to accept financing for the State Line Item Grant. Lengthy discussion in regards to purchasing mowing equipment. Motion 00-467 was made by Ken Blackburn, seconded by Bob Murphy authorizing the Executive Director to accept financing for the State Line Item Grant in an amount not to exceed \$100,000 for a period of one year at an interest rate not to exceed 5.20% from First United Bank of Frankfort. Furthermore the Executive Director is authorized to accept financing from the Bank of Homewood for a term of six years, semi-annual interest payments, annual interest payments in an amount not to exceed \$80,000 for the purchase of mowing equipment.

Jim Randall discussed with the board the acceptance of bids for grant projects and mowing equipment and services for playgrounds. Discussion on the bid openings for these projects. Motion 00-468 was made by Ken Blackburn, seconded by Bob Murphy to authorize the Executive Director to accept bids and order equipment and services meeting the prescribed specifications for playground equipment, installation of playground equipment, indoor scoreboard and scoreboard installation, basketball equipment and installation in an amount not to exceed the State of Illinois Line Item Grant award of \$100,000. Furthermore the Executive Director is authorized to accept bids and order mowing equipment, meeting the posted specifications in an amount not to exceed \$80,000. Roll call vote: Mark Bickel - yes, Ken Blackburn - yes, Pam Kohlbacher - yes, Jeff Libowitz - yes and Bob Murphy - yes. Henry Meers - no.

Jim recommended to the board the creation of a new position of Recreation Programmer. Short discussion on the position. Motion 00-469 was made by Ken Blackburn, seconded by Pam Kohlbacher authorizing the creation of the full-time position of Recreation Programmer at a salary not to exceed \$24,000. Motion carried unanimously.

Jim Randall informed the board of federal funding that is available for park district for wetland maintenance. The grant would not fully pay for the maintenance of the park districts wetland but would subsidize it.

Lincoln-Way Soccer approached Jim about field maintenance in Frankfort. Lincoln-Way Soccer moved from Mokena to Frankfort and has asked the

Frankfort Square Park District if they would be willing to do the field maintenance for them. Discussion on the park districts part in maintaining these fields.

Jim Randall informed the board that he has spoken to Dave Dorgan of the Village of Tinley Park in regards to the purchase of a used squad car for the park district office staff. This car would provide the office staff with transportation for errands to the banks, schools, etc. It is difficult to always have a vehicle available due to the requirements of the maintenance staff.

VIII. Committee Reports

- A. Maintenance - Jim Randall briefly reviewed Jeff Mecher's Maintenance Report.
- B. Recreation - Audrey and JoAnn have been working on getting the fall brochure ready for distribution.

The Early Learning Center is looking for preschool aides.

Discussion on the spectacular fireworks display at the Community Carnival.

- C. Special Recreation - Discussion on Special Recreation acquiring a new office building in the Frankfort Square/Tinley Park area. South Suburban Special Recreation Association needs a commitment from all the districts involved to build their own building. Discussion on the possible donation of the land by the park district for this proposed project.
- D. Finance and Planning - None
- E. Township Planning Commission - None

IX. Old Business

- A. Carnival - Overall everyone was happy with the annual event. Mega pass sales exceeded last years.
- B. Master Plan - Jim Randall informed the board the Dr. Tony Zito would like to attend a board meeting to make a presentation to the board in regards to the master plan and a possible random survey. Discussion on whether or not to survey the community again. Dr. Zito will be attending the August 24th board meeting at 7:00 p.m.

C. State Line Item Grant - Discussed earlier in meeting.

X. New Business

A. Mower Purchase - Discussion earlier in meeting.

XI. Executive Session

Motion 00-470 was made by Ken Blackburn, seconded by Bob Murphy to go into Executive Session.

Motion 00-471 was made by Pam Kohlbacher, seconded by Ken Blackburn to come out of Executive Session.

XII. Adjournment

Motion 00-472 was made by Ken Blackburn, seconded by Bob Murphy to adjourn the meeting at 9:15 p.m.. Meeting adjourned.

Respectfully submitted:

JoAnn Kraft

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

August 24, 2000

The following are minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Park District Administration Building:

I. Call to Order

The meeting was called to order at 7:30 p.m.

II. Roll Call

Present were: Mark Bickel, Ken Blackburn, Pam Kohlbacher, Jeff Libowitz, Henry Meers, Bob Murphy and Jack Williams.

Motion 00-473 was made by Jack Williams, seconded by Bob Murphy to reconsider Levy Ordinance 00-00-139. Motion passed unanimously.

Dick Hutchison discussed the law that passed in Cook County pertaining to the Levy Ordinance, which adds a requirement whereas a hearing must be held the first Monday in December if the amount of the Levy exceeds the previous year. By holding this hearing the Levy Ordinance can be tabled until the first Monday in December. Discussion followed.

Motion 00-474 was made by Mark Bickel, seconded by Ken Blackburn, to table Ordinance 00-00-139 until December 4, 2000, at 7:30 p.m. Motion passed unanimously.

III. Public Input

No public input.

IV. Presentation of the July 17, 2000 Minutes

Motion 00-475 was made by Ken Blackburn, seconded by Mark Bickel to accept the July 17, 2000 minutes as presented. Motion passed unanimously.

The minutes were amended under VII. Executive Director's Report, paragraph 1, to show that Motion 00-467 read that in addition to being authorized to accept financing for the State Line Item Grant, the Executive Director was authorized to accept financing from the Bank of Homewood for the purchase of mowing equipment.

Motion 00-476 was made by Mark Bickel, seconded by Ken Blackburn, to accept the July 17, 2000 Minutes as amended. Motion passed unanimously.

V. Legal Report

Dick Hutchison stated that when the property tax bill for Odyssey comes in, Jim Randall should forward it to the Builder.

VI. Treasurer's Report

The Treasurer's Report was accepted pending audit. Discussion took place on the Accounts Payable Listing. Motion 00-477 was made by Ken Blackburn, seconded by Jack Williams, to accept the Accounts Payable Listing. Motion passed unanimously.

VII. Executive Director's Report

Jim Randall reported that the IAPD will be offering a seminar for board members at Hazel Crest Park District next week. Information will follow.

Jim Randall commented on the positive turnaround at Woodlawn Pond due to weed control applications to remove algae. The applications are not hazardous.

Jim Randall reported roof repairs will be made to the Community Center.

A wetland planting will take place next week.

Jim Randall commented on the geese problem at some of the parks, namely at the Indian Boundary South soccer field. After some research, they are experimenting with tying a string around the field to prevent the geese from entering the field area. If it is successful it will be tried at some of the other parks.

Jim Randall reported on a donation of plywood the Park District received. It will be used to make dog decoys to place in the parks.

VIII. Committee Reports

A. Maintenance

No report.

B. Recreation

The Fall 2000 brochure is finished and will be mailed out soon.

Jim Randall reported they have received several resumes for the Recreation Supervisor position. Interviews should start within the month and the Commissioners will be updated at the next meeting.

C. Special Recreation (SSSRA)

A lengthy discussion took place over the SSSRA building on land in Frankfort Square. Dick Hutchison will be reviewing an agreement provided by SSSRA to review.

D. Finance and Planning

No report.

E. Township Planning Committee

No report.

IX. Old Business

A. Jim Randall reported on the status of the State Grant.

B. After meeting with the ten member agencies, Jim Randall will report on more of the specifics of the SSSRA Office relocation to Frankfort Square:

The location for the facility will be on 80th Avenue and will be a 4,000 square foot building.

The two funding options are either an Assignment Contract or an Alternate Bond issue. Frankfort Square will be the landowner. The member agencies would pay \$7,000 each for the next twenty years and we would not incur any expenses due to debt service. Frankfort Square Park District would be the borrower of the money to build the facility, but the other districts will pay all debt service expenses.

An agreement will be signed by each member to guarantee payment over the duration of the loan if SSSRA disbands.

- C. Jim Randall discussed the building of a Communication Tower at Kiwanis Park. After much discussion and an informal census taken by the Commissioners it was decided that they do not want a tower built at any park sight in Frankfort Square.

Motion 00-478 was made by Bob Murphy, seconded by Ken Blackburn not to accept the offer as presented for the Communication Tower anywhere on Frankfort Square property. Roll Call: Mark Bickel - abstain, Ken Blackburn - yes, Pam Kohlbacher - yes, Jeff Libowitz - yes, Henry Meers - No, Bob Murphy - Yes, Jack Williams - Yes. Motion passed unanimously.

Jim Randall will report back that the offer will not be accepted as presented. If another proposal is presented, the board will review it for reconsideration.

X. New Business

Ken Blackburn brought up the situation last year where the Village of Frankfort donated \$10,000 to the Park District because of the cell tower being built on Park property. He asked Jim Randall about the possibility of them making the same donation to Frankfort Square. Jim will talk to the Village Administrator about it and report back to the Board.

Jim Randall asked for direction from the Commissioners on what step to take next over the Master Plan Survey. Discussion followed. Motion 00-479 was made by Ken Blackburn, seconded by Jack Williams, to hire Dr. Zito to do a random survey not to exceed \$3,500.00. Motion passed unanimously.

Pam Kohlbacher commented on the televised Village Board Meeting where residents were again complaining of the smell at the Water Treatment Plant. Jim Randall reported there was some improvement until August when it seemed to start smelling again. The Village of Frankfort is continuing to work on correcting the situation.

XI. Adjournment

Motion 00-480 was made by Ken Blackburn, seconded by Mark Bickel, to adjourn the meeting at 8:40 p.m. Motion passed unanimously.

Submitted by:
Jill Simmons

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

September 28, 2000

The following are minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Park District Administration Building:

I. Call to Order

The meeting was called to order at 7:30 p.m.

II. Roll Call

Present were: Ken Blackburn, Pam Kohlbacher, Jeff Libowitz, Henry Meers, Bob Murphy and Jack Williams. Mark Bickel was absent.

III. Public Input

Residents living across from Island Prairie Park attended to voice their concerns over the older children hanging around the park after dark. Jim Randall contacted Lt. Moran regarding the resident complaints. Lt. Moran indicated the Sheriff's Department will respond to their complaints and that the residents should keep a record of when they call.

Dr. Zito, and his students, from the College of St. Francis, attended to go over the Community Survey. The students reviewed the questions and objectives and took questions and comments from the Board.

IV. Presentation of the August 24, 2000 Minutes

Under IX. Old Business, C. Paragraph 2, "Motion passed unanimously", should be removed.

Motion 00-481 was made by Ken Blackburn, seconded by Bob Murphy to accept the August 24, 2000 minutes as amended. Roll call vote: Ken Blackburn - yes, Pam Kohlbacher - yes, Henry Meers - No, Bob Murphy - yes, Jack Williams - yes, Jeff Libowitz - yes.

V. Legal Report

Discussion took place over the Prevailing Wage Ordinance #00-00-140. Motion 00-482 was made by Ken Blackburn, seconded by Pam Kohlbacher, to accept Ordinance #00-00-140. Motion passed unanimously.

Dick Hutchison distributed the SSSRA Lease Agreement for review. He stated he is working on finalizing the lease agreement with the Attorney for SSSRA. In Dick's overview, he suggested on Page 1, Paragraph 1, "suitable land" be replaced with "Exhibit A". Discussion also took place as to how much of the six

acres will be used by SSSRA for location of the facility, the garage and parking. It is important that the details be specifically spelled out in the agreement.

VI. Treasurer's Report

The Treasurer's Report was accepted pending audit. Discussion took place on the Accounts Payable Listing. Motion 00-483 was made by Ken Blackburn, seconded by Jack Williams, to accept the Accounts Payable Listing. Motion passed unanimously.

Jim Randall asked the Commissioners if he should invite Greg Miller, the Accountant for the Park District, to the October meeting for a budget review. The Commissioners do not think it's necessary at this time.

VII. Executive Director's Report

No report.

VIII. Committee Reports

A. Maintenance

Jim Randall reported there will be a state fish stocking taking place on Wednesday, September 27, 2000.

The Pole Barn is being prepared for the upcoming Haunted House.

B. Recreation

Jim Randall reported the Fall Brochure has been very successful. The two scheduled Daddy/Daughter Date Nights have been consolidated to one.

C. Special Recreation (SSSRA)

Jim Randall stated the 10 Member Agencies have been working extensively on finalizing the lease agreement. Seven of the 10 members have already signed off on it. It is hoped that a final working agreement will be done by October. Any revisions will be forwarded to the Board for their comments.

D. Finance and Planning

Jim Randall reported the audit has been completed.

E. Township Planning Committee

No report.

X. Old Business

No old business.

XI. New Business

Jim Randall discussed the letter he received from Robert Stump, a Park District resident living in the Odyssey Subdivision. Mr. Stump offered to donate 25 trees to the Park District in exchange for renaming the park after his late brother, who died from cancer in 1980. After some discussion over the proposal it was decided that the Park District could honor his memory by dedicating a plaque or stone monument at the park. Jim Randall will take the alternatives discussed to Mr. Stump for his consideration. It was also suggested that a policy be put in place in order to arbitrarily handle these situations in the future.

Ken Blackburn mentioned the favorable comments he received from several residents over how nice the landscaping looks at Community, Kingston and Hoffman Parks.

XII. Adjournment

Motion 00-484 was made by Ken Blackburn, seconded by Jack Williams, to adjourn the meeting at 8:45 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

October 26, 2000

The following are minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Park District Administration Building:

I. Call to Order

The meeting was called to order at 7:30 p.m.

II. Roll Call

Present were: Mark Bickel, Ken Blackburn, Pam Kohlbacher, Jeff Libowitz, Henry Meers, Bob Murphy and Jack Williams.

III. Public Input

No public input.

IV. Presentation of the September 28, 2000 Minutes

Motion 00-485 was made by Ken Blackburn, seconded by Jack Williams to accept the September 28, 2000 minutes as presented. Roll call vote: Mark Bickel - abstain, Ken Blackburn - yes, Pam Kohlbacher - yes, Henry Meers - Yes, Bob Murphy - yes, Jack Williams - yes, Jeff Libowitz - yes.

V. Legal Report

Jim Randall attended a meeting with the Board of Directors of SSSRA. Seven of the nine member agencies have signed off on the lease agreement.

VI. Treasurer's Report

Jim Randall asked to pass the resolution stating the yearly tax levy amount. Motion 00-486 was made by Ken Blackburn, seconded by Mark Bickel, to pass Resolution #00-00-100. Motion passed unanimously.

The Treasurer's Report was accepted pending audit. Discussion took place on the Accounts Payable Listing. Motion 00-487 was made by Ken Blackburn, seconded by Jack Williams, to accept the Accounts Payable Listing. Motion passed unanimously.

VII. Executive Director's Report

Motion 00-488 was made by Ken Blackburn, seconded by Jack Williams, to change Park District bank accounts from Illinois Treasurers Pool to First United Bank. Roll call vote: Mark Bickel - yes, Ken Blackburn - yes, Pam Kohlbacher - yes, Bob Murphy - yes, Henry Meers - no, Jack Williams - yes, Jeff Libowitz - yes. Discussion followed.

Due to the Thanksgiving Holiday, the November Board Meeting was changed to November 16th, at 7:30 p.m.

The Levy Hearing Ordinance Meeting has been scheduled for Monday, December 4, 2000. The December Board Meeting will also be rescheduled for December 4th, at 7:30 p.m., replacing the meeting on December 28th. Dr. Zito, and his students, will also attend to go over the survey results.

VIII. Committee Reports

A. Maintenance

Jim Randall stated the budget for seasonal salary may be increased over budgeted amount due to not filling the full-time foreman position and hiring more seasonal employees.

B. Recreation

Jim Randall reported they are still interviewing for a Recreation Supervisor.

C. Special Recreation (SSSRA)

Jim Randall reported Richton Park and Tinley Park are the two member agencies holding off on signing the lease agreement.

D. Finance and Planning

Jim Randall stated Duane Meyers, the Park District Bookkeeper, will be looking for a new accounting software program as the current program is no longer in production. The cost for the new software should be less than \$2,000.

IX. Committee Reports (continued)

E. Township Planning Committee

No report.

X. Old Business

- A. Survey & Master Plan: It was reported that, as of today, 500 surveys have been received. Dr. Zito, and his students, will be in on December 4th to review the results.

XI. New Business

Pam Kohlbacher asked Jim Randall how the new programming was going at Indian Trail. Jim stated they are currently running programs on Tuesday, Thursday, and Saturday evenings. He is very pleased with how it is going and with the relationship between the Park District and School Board.

XII. Executive Session

Motion 00-489 was made by Ken Blackburn, seconded by Jack Williams, to go into Executive Session to discuss Personnel. Motion passed unanimously.

Motion 00-490 was made by Ken Blackburn, seconded by Jack Williams, to go out of Executive Session.

XII. Adjournment

Motion 00-491 was made by Bob Murphy, seconded by Ken Blackburn, to adjourn the meeting at 8:42 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

November 16, 2000

The following are minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Park District Administration Building:

I. Call to Order

The meeting was called to order at 7:30 p.m.

II. Roll Call

Present were: Pam Kohlbacher, Jeff Libowitz, Henry Meers, Bob Murphy and Jack Williams. Mark Bickel arrived at 7:31 p.m. and Ken Blackburn was absent.

III. Public Input

None

IV. Presentation of October 26, 2000 Minutes

Motion 00-492 was made by Jack Williams, seconded by Bob Murphy to accept the minutes as presented. Motion carried unanimously.

V. Legal Report

Dick Hutchison attended the meeting. The December 4th board meeting needs to have a quorum.

VI. Treasurer's Report

A. Bond Abatement Ordinance - Motion 00-493 was made by Jack Williams, seconded by Bob Murphy to accept the Bond Abatement Ordinance as presented. Motion carried unanimously.

B. Alternate Bond Sale - Motion 00-494 was made by Jack Williams, seconded by Mark Bickel to accept the Alternate Bond Sale Ordinance as presented. Motion carried unanimously.

The Treasurers Report was accepted pending audit. Motion 00-495 was made by Jack Williams, seconded by Pam Kohlbacher to accept the Accounts Payable Listing. Motion carried unanimously.

VII. Executive Director's Report

Jim Randall stated that the December 4th board meeting needs a quorum with a minimum of 4 board members attending.

Dr. Zito and his students will be available at 7:00 p.m. prior to the December 4th meeting to present the survey results to the board members. They have received approximately 700 surveys from the public.

VIII. Committee Reports

- A. Maintenance - Discussion on plowing of the school lots.
- B. Recreation - Jim Randall reported that the staff has been overwhelmed by the brochure.
- C. Special Recreation - Jim Randall reported that Tinley Park has concerns in regards to the construction of the new special recreation building and they would like to meet with an architect to draw up plans before proceeding with the construction.
- D. Finance and Planning - Jim Randall reported that they are working on the Working Budget and will present a draft at the January meeting.
- E. Township Planning Commission - Henry Meers reported that the Township is reviewing a commercial development of property at the corner of Benton and Harlem Avenue.

IX. Old Business

- A. Survey & Master Plan - 700 surveys were received by residents and a presentation will be made by Dr. Zito and his students in advance of the December 4th meeting at 7:00 p.m.
- B. SSSRA Lease Agreement - Jim Randall reported that Tinley Park has concerns in regards to the construction of the new special recreation building and they would like to meet with an architect to draw up plans before proceeding with the construction.

X. New Business

Jim Randall mentioned to the board about the possibility of closing the office on Wednesday afternoons for the month of December as a trial basis.

Discussion on the Baseball League's freezer situation in the concession stand at Union Creek.

Discussion on the possibility of getting the sign on 80th Avenue lit. Jim Randall stated that he would like to wait until the new special recreation building is built.

XI. Adjournment

Motion 00-496 was made by Mark Bickel, seconded by Henry Meers to adjourn the meeting at 8:02 p.m. Motion carried unanimously.

Submitted by:

JoAnn Kraft

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

December 4, 2000

The following are minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Park District Administration Building:

I. Call to Order

The meeting was called to order at 7:30 p.m.

Dr. Zito and students from the College of St. Francis attended at 7:00 to present the survey results.

II. Roll Call

Present were: Mark Bickel, Ken Blackburn, Pam Kohlbacher, Henry Meers, and Jack Williams.

III. Public Input

Motion 00-497 was made by Mark Bickel, seconded by Ken Blackburn, to open a Public Hearing on Levy Ordinance #00-00-139. Motion passed unanimously.

No public input.

Motion 00-498 was made by Ken Blackburn, seconded by Jack Williams, to close the Public Hearing on Levy Ordinance #00-00-139. Motion passed unanimously.

IV. Presentation of the November 16, 2000 Minutes

Motion 00-499 was made by Ken Blackburn, seconded by Mark Bickel, to accept the November 16, 2000 minutes as presented. Motion passed unanimously.

V. Legal Report

No report

VI. Treasurer's Report

Jim Randall asked for approval of Levy Ordinance #00-00-139 and Property Tax Limitation Resolution #00-00-101.

- A. Levy Ordinance - Motion 00-500 was made by Ken Blackburn, seconded by Jack Williams, to pass Levy Ordinance #00-00-139. Motion passed unanimously. The Ordinance will be filed next week.

VI. Treasurer's Report (continued)

- B. Property Tax Limitation Resolution - Motion 00-501 was made by Ken Blackburn, seconded by Jack Williams, to approve Resolution #00-00-101 of the Property Tax Limitation. Roll Call: Mark Bickel - Yes; Ken Blackburn - Yes; Pam Kohlbacher - Yes; Henry Meers - No, Jack Williams - Yes.

The Treasurers Report was accepted pending audit. Discussion took place over the Accounts Payable Listing.

VII. Executive Director's Report

Jim Randall reported that new trees have been planted throughout the district.

Scoreboards have been installed at Indian Trail School.

It was also reported that we should be receiving the final distribution from the line item grant.

VIII. Committee Reports

- A. Maintenance - Thirty trees have been planted at the Odyssey Subdivision, and the park is nearing completion.
- B. Recreation - The Park District will be starting a Saturday registration beginning January 6th.
- C. Special Recreation (SSSRA) - Jim Randall reported SSSRA is in the process of choosing an architect for the new building.
- D. Finance and Planning - Jim Randall reported the budget is currently being prepared for presentation at the January meeting.
- E. Township Planning Committee

No report

X. Old Business

None

Park District Meeting
December 4, 2000
Page 3

XI. New Business

None

XII. Adjournment

Motion 00-502 was made by Ken Blackburn, seconded by Jack Williams, to adjourn the meeting at 8:52 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

January 25, 2001

The following are minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Park District Administration Building:

I. Call to Order

The meeting was called to order at 7:30 p.m.

II. Roll Call

Present were: Mark Bickel, Pam Kohlbacher, Jeff Libowitz, Henry Meers, Bob Murphy, and Jack Williams. Ken Blackburn arrived at 7:42 p.m.

III. Public Input

The raffle took place for the residents who participated in the community survey:

4th Place - Therese Rusnick

3rd Place - M. Watman

2nd Place - Denise Passie

1st Place - L. Graveline

IV. Presentation of the December 4, 2000 Minutes

Motion 01-503 was made by Jack Williams, seconded by Pam Kohlbacher, to accept the December 4, 2000 minutes as presented. Roll Call: Mark Bickel - Yes; Pam Kohlbacher - Yes; Henry Meers - Yes; Bob Murphy - Abstain; Jack Williams - Yes; Jeff Libowitz - Abstain.

V. Legal Report

Jim Randall reported Dick Hutchison filed the state tax exemption on property owned by the Park District.

VI. Treasurer's Report

Jim Randall asked for approval of Ordinance #00-00-142 for Truck Purchase. Discussion followed.

Motion 01-504 was made by Bob Murphy, seconded by Jack Williams, to approve Ordinance #00-00-142 for the purchase of a 4700 LP 4X2 Dump Truck. Motion passed unanimously.

VI. Treasurer's Report (continued)

The Treasurer's Report was accepted pending audit. Motion 01-505 was made by Jack Williams, seconded by Bob Murphy, to accept the Accounts Payable Listing. Motion passed unanimously.

VII. Executive Director's Report

Jim Randall distributed the first draft of the 2001-2002 budget for review. A Budget Review Meeting was scheduled for Thursday, February 22, 2001, at 6:30 p.m., prior to the Board Meeting.

A discussion took place over the relocating of Frankfort Square School's playground due to upcoming construction. The cost to move the playground will be approximately \$15,000.00. Jim Randall will write a letter to Dr. Rogus about the possibility of the School District funding part, or all, of the cost.

Jim Randall reported the finalized agreement for Hawthorne Lakes will be presented at the February meeting.

Jim Randall noted that park office hours were amended to close the office at 12:00 noon on Wednesday's, beginning in February. These new hours will exclude a two week period during registration following the mailing of the fall, winter, and spring brochures.

The LAP program is offering an open swim every Sunday, from 2:00 - 4:00 p.m., at Lincoln-Way East. The fee is \$2.00 for children; \$4.00 for adults.

VIII. Committee Reports

- A. Maintenance - Jim Randall commended the staff on a job well done on snow removal this year. Mark Bickel asked about Jeff Mecher's recommendation for a Hepatitis B vaccination program. Jeff is currently looking into the risk/liability issues and will report back to the Board.
- B. Recreation - Jim Randall reported Stacy Proper is doing a good job as Recreation Supervisor and fits in very well.
- C. Special Recreation (SSSRA) - Jim Randall reported a clean copy of the SSSRA office agreement went out to all Board's today.

VIII. Committee Reports (continued)

D. Finance and Planning - Jim Randall discussed the first draft of the 2001-2002 Budget he distributed. The budget meeting was scheduled for February 22, 2001, at 6:30 p.m.

E. Township Planning Committee

Henry Meers discussed the Township meeting he attended on the approval of the cellular tower to be located on St. Francis Road near the Commonwealth Edison power lines.

IX. Old Business

A. SSSRA Office Update - Jim Randall reported SSSRA has entered into an intergovernmental agreement with Summit Hill School District for classroom usage, beginning July 1, 2001.

B. Master Plan - Jim Randall will be meeting with Dr. Zito next Wednesday to establish a time line for the Master Plan.

X. New Business

A. 2001 Carnival - Jim Randall distributed a draft of the contract for the 2001 Carnival.

B. 2001 Election Information - Jim Randall reported the certified ballots have been turned in for the April election.

XI. Adjournment

Motion 00-506 was made by Mark Bickel, seconded by Jack Williams, to adjourn the meeting at 8:43 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

February 22, 2001

The following are minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Park District Administration Building:

I. Call to Order

The meeting was called to order at 7:30 p.m.

II. Roll Call

Present were: Mark Bickel, Pam Kohlbacher, Henry Meers, Bob Murphy, and Jack Williams. Ken Blackburn and Jeff Libowitz were absent.

III. Public Input

Al Gera, the person in charge of the Floor Hockey program at Summit Hill Jr. High, attended to report an incident that occurred on Wednesday, February 7th.

Jim Randall introduced Mike Constantine and Phil Cherry as new Commissioners for the upcoming year.

IV. Presentation of the January 25, 2001 Minutes

Henry Meers asked that the minutes be amended under Township Planning Committee to reflect his concerns over the lack of discussion by the Village of Frankfort in regards to the cellular tower proposed by Voice Stream. The tower has been approved by Will County and will be located within legal boundaries of the Park District. Motion 01-507 was made by Jack Williams, seconded by Mark Bickel, to accept the January 25, 2001 minutes as amended. Motion passed unanimously.

V. Legal Report

It was reported that Dick Hutchison filed the Certificate of Exemption Status for park properties.

Jim Randall updated the Board on the Harlem Avenue development.

VI. Treasurer's Report

The Treasurer's Report was accepted pending audit. Motion 01-508 was made by Jack Williams, seconded by Bob Murphy, to accept the Accounts Payable Listing. Motion passed unanimously.

Jim Randall presented the Truck Purchase Assignment Contract for discussion and approval.

Motion 01-509 was made by Jack Williams, seconded by Bob Murphy, to approve Ordinance #143 for the truck purchase, including improvements/option equipment discussed at the last Board Meeting. Motion passed unanimously.

VII. Executive Director's Report

Discussion took place, and approval was requested, on the following:

Motion 01-510 was made by Jack Williams, seconded by Bob Murphy, to authorize the Executive Director to enter into an agreement with Spectacular Midways to provide rides and amusements at the July, 2001 Frankfort Square Carnival. Motion passed unanimously.

Motion 01-511 was made by Jack Williams, seconded by Mark Bickel, authorizing the Executive Director to accept the proposal submitted by Melrose Pyrotechnics to provide fireworks display on Sunday, July 9, 2001, at properties adjacent to Union Creek Park in an amount not to exceed \$12,000.00. Motion passed unanimously.

Motion 01-512 was made by Bob Murphy, seconded by Jack Williams, to accept the Park Donation Proposal submitted by Carlson Homes, Inc., in compliance with the Will County Park Donation requirements. Motion passed unanimously.

Motion 01-513 was made by Jack Williams, seconded by Mark Bickel, to approve the installation of three t-ball backstops at Indian Trail School at an amount not to exceed \$3,300.00. Motion passed unanimously.

Jim Randall reported that Summit Hill School District has agreed to pay half the cost of the relocation of the playground at Frankfort Square School.

VIII. Committee Reports

A. Maintenance - No report

B. Recreation - Jim Randall reported on the shortage of ball diamonds this year. The Park District will try to accommodate all teams.

- C. SSSRA - Jim Randall reported that work is continuing on the SSSRA office.
- D. Finance and Planning - Jim Randall asked that the Board meet at 7:00 p.m., prior to the March 22nd Board Meeting, to review projects for the upcoming year. Staff will provide commissioners with a summary of discretionary park projects for the upcoming fiscal year.
- E. Township Planning Committee

Jim Randall passed out a map from the Village of Matteson on a commercial development between Harlem Avenue and Ridgeland, Route 30 and Vollmer, which is within Park District borders. Jim asked for, and was granted, approval to attend the Matteson Village Board meeting this Thursday, at 7:30 p.m., to offer support for the development.

IX. Old Business

- A. SSSRA Office Update - No update.
- B. Master Plan - Jim Randall continues to work with Dr. Zito on the Master Plan.

X. New Business

- A. 2001 Carnival - Staff will be meeting to finalize event plans.
- B. 2001 Election Information - A Candidates night will take place on March 21, 2001, at Hilda Walker School. Jim Randall reported that election results will have to be canvassed within 10-12 days after the election. The swearing in will take place at the April Board meeting.
- C. Jim asked for Board approval to present Fred Rauch, Frankfort Township Highway Commissioner, a plaque at the March Board meeting, recognizing his support and efforts towards Frankfort Township and the Frankfort Square Park District throughout the years. Approval was granted.

XI. Executive Session

Motion 01-514 was made by Jack Williams, seconded by Bob Murphy, to go into Executive Session to discuss personnel. Motion passed unanimously.

Park District Board Meeting
February 22, 2001
Page 4

Motion 01-515 was made by Mark Bickel, seconded by Jack Williams, to go out of Executive Session. Motion passed unanimously.

XII. Adjournment

Motion 01-516 was made by Mark Bickel, seconded by Jack Williams, to adjourn the meeting at 8:30 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

March 22, 2001

The following are minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Park District Administration Building:

I. Call to Order

The meeting was called to order at 7:30 p.m.

II. Roll Call

Present were: Mark Bickel, Ken Blackburn, Pam Kohlbacher, Jeff Libowitz, Henry Meers, Bob Murphy, and Jack Williams. Henry Meers left at 7:45 p.m.

III. Public Input

Jim Randall presented Fred Rauch, Frankfort Township Highway Commissioner, a resolution recognizing Mr. Rauch's extra effort and cooperation towards the Park District over the years. Jim Randall also introduced Bill Carlson as Mr. Rauch's successor.

Motion 01-517 was made by Ken Blackburn, seconded by Mark Bickel, approving the resolution. Motion passed unanimously.

IV. Presentation of the February 22, 2001 Minutes

Motion 01-518 was made by Ken Blackburn, seconded by Mark Bickel, to accept the February 22, 2001 minutes as presented. Motion passed unanimously.

V. Legal Report

No report.

VI. Treasurer's Report

The Treasurer's Report was accepted pending audit. A discussion took place on the Accounts Payable Listing. Motion 01-519 was made by Ken Blackburn, seconded by Jack Williams, to accept the Accounts Payable Listing. Motion passed unanimously.

VII. Executive Director's Report

Jim Randall reported he is working with Summit Hill School District in obtaining a special use permit to provide compensating water storage for the Frankfort Square School addition.

Jim Randall received an additional plat for new subdivisions being developed behind Dominick's and extending to the new 88th Avenue school. The development will consist of 100 homes. Jim will provide more details at the April meeting.

Jim Randall attended a Village of Matteson public hearing over the Manheim development.

VIII. Committee Reports

- A. Maintenance - Jim Randall reported the playground has been removed at Frankfort Square School in anticipation of the new construction. Staff is busy getting the parks ready for the upcoming season.
- B. Recreation - No report.
- C. SSSRA - Jim Randall provided a preliminary elevation of the SSSRA project. Member park districts voiced their appreciation to the Frankfort Square Park District for providing a location and potential bonding for the potential SSSRA office.
- D. Finance and Planning - Jim Randall will present the final draft of the budget for the new fiscal year prior to the April Board Meeting.
- E. Township Planning Committee

No report.

IX. Old Business

- A. SSSRA Office Update - No update.
- B. Master Plan - No update.

X. New Business

Bob Murphy asked for an update over the vandalism of the concession stand. Phil Cherry stated he observed several kids on the roof today and will check with the police as to what happened. Police patrols will be an ongoing process until the sight is fully developed.

XI. Executive Session

Motion 01-520 was made by Ken Blackburn, seconded by Bob Murphy, to go into Executive Session to discuss personnel. Motion passed unanimously.

Motion 01-521 was made by Bob Murphy, seconded by Ken Blackburn, to go out of Executive Session. Motion passed unanimously.

XII. Adjournment

Motion 01-522 was made by Ken Blackburn, seconded by Bob Murphy, to adjourn the meeting at 9:14 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons

FRANKFORT SQUARE PARK DISTRICT

SPECIAL MEETING

April 10, 2001

I. Call to Order

Meeting called to order at 7:07 p.m.

II. Roll Call

Present were: Jack Williams, Henry Meers, Bob Murphy and Ken Blackburn. Absent were: Pam Kohlbacher, Jeff Libowitz and Mark Bickel.

- III. Motion by Jack Williams, seconded by Henry Meers to canvass Election Results from Tuesday, April 3, 2001 consolidated election for the position of Frankfort Square Park District Commissioners. Results were as follows for Will and Cook Counties electing the following unopposed candidates:

Kenneth W. Blackburn	800 votes
Phillip L. Cherry	804 votes
Mike Constantine	790 votes
Bob Murphy	803 votes

Roll call vote - all in favor - Aye, Opposed - Nay

- IV. Motion by Jack Williams to adjourn the April 10, 2001, seconded by Henry Meers. Roll call vote - all in favor - Aye, Opposed - Nay.

Meeting adjourned 7:08 p.m.

Respectfully submitted by:

Jim Randall