

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

May 28, 2003

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. Pledge of Allegiance

III. Roll Call

Present were: Ken Blackburn, Phill Cherry, Mike Constantine, Pam Kohlbacher, Barb Libowitz, Bob Murphy and Jill Simmons.

IV. Public Input

Ken Blackburn made motion 03-119 to open the floor to a Public Hearing for the \$1.8 million General Obligation Park Bonds (Alternate Revenue Source) Ordinance #03-05-157. Phill Cherry seconded. Following a voice vote, motion passed unanimously. No public representation was present for comment.

Ken Blackburn made motion 03-120 to close the Public Hearing. Phill Cherry seconded. Following a voice vote, motion passed unanimously.

V. Presentation of the April 23, 2003 Minutes

Jill Simmons made motion 03-121 to accept the April 23, 2003 Minutes as presented. Bob Murphy seconded, motion passed unanimously.

VI. Legal Report

Dick Hutchison reported that developers are prepared to deed Brookside Glen outlots to the District. Ken Blackburn made motion 03-122 to accept said property in accordance of the District's Impact Ordinance. Barb Libowitz seconded. Bob Murphy requested clarification of the issue. Following a discussion, it was decided to table the motion pending receipt of plats of survey and photographs of said sites.

Dick Hutchison reported on the status of the golf course real estate taxes due by July 14, 2003, and inquired as to the possibility of the General Obligation Park Bonds allowing for purchase of said golf course. Jim Randall replied that it is the intention of the Board to move forward with an outright purchase by July 14, 2003, and directed Dick Hutchison to request a waiver on the tax bill allowing for the District to render payment upon ownership. Attorney Hutchison will petition for said waiver.

VII. Treasurer's Report

The Treasurer's report was accepted pending audit. Mike Constantine made motion 03-123 to approve the Accounts Payable Listing. Ken Blackburn seconded. Motion passed unanimously.

Jill Simmons made motion 03-124 to accept the April 23, 2003 Minutes as presented. Phill Cherry seconded. Motion passes unanimously.

Phill Cherry made motion 03-125 to approve the issuance of General Obligation Park Bonds (Alternate Revenue Source) Ordinance #03-05-157. Mike Constantine seconded. Motion passed unanimously.

It was so noted by the Board that the public may submit petitions prior to final approval of Ordinance #03-05-157 scheduled for the June 25, 2003 Board Meeting.

VIII. Executive Director's Report

Jim Randall presented the Gold Medal video for Board review. Discussion regarding the upcoming IPRA Congress ensued.

Jim Randall informed Board that a bid opening is scheduled for Friday, May 30, 2003, to design and install a miniature golf/putting green at Square Links Golf Course, and requested Board approval to allow for an expenditure not to exceed \$50,000 for said project. Phill Cherry made motion 03-126 to allow for said expenditure. Mike Constantine seconded. Following a voice vote, motion passed unanimously.

Jim Randall requested a motion by the Board to publicly bid on the purchase of three Ford F-150 pickup trucks not to exceed \$12,830 per unit and one Ford Ranger not to exceed \$13,490. The Park-owned 1998 Ford Explorer shall be sold for \$2,000 and the Park-owned 1995 GMC Crew Cab shall be sold for \$3,000. Mike Constantine made motion 03-127 to allow for the purchase of said vehicles, not to exceed \$52,000. Bob Murphy seconded. Following a discussion, motion passed unanimously.

Jim Randall reported that Jeff Braun of Cody/Braun & Associates had provided the District with a summary on service and repair of the Summit Hill concession stand, golf course renovations, and Union Creek washroom renovations.

IX. Committee Reports

A. Maintenance

Jim Randall reported that maintenance is caught up on routine maintenance, and a dramatic improvement at all Park sites is evident of their outstanding performance of duties.

Jeff Mecher has initiated a seven day operation during the summer months to necessary for the proper maintenance of all facilities.

B. Recreation

No report

C. Special Recreation

Jim Randall reported on the approval of a 4 ½ % staff salary increases and a 5% increase for the Executive Director.

SSSRA staff eagerly anticipates the completion of the new office building.

D. Financial and Planning

Jim Randall reported that the Budget & Appropriations Ordinance will be prepared for the June 25, 2003 Board Meeting.

The Levy Ordinance is scheduled to be presented at the July Board Meeting.

The Park District has retained the services of Wermer, Rodgers, & Doran for the purpose of conducting the annual audit in early June.

E. Township Planning Commission

Jim Randall will supply Mike Constantine with necessary information regarding Township Planning Commission meetings.

F. Lincoln-Way Area Parks

The LAP programming schedule is winding down.

Plans to make a donation to Lincoln-Way garnered from excess programming funds is underway.

G. Carnival

Recreation staff is in the process of finalizing the carnival, and instituted a craft fair for the event

Barb Libowitz has offered to again chair the Kiddie Carnival.

Kid bands have been hired to perform on Friday and Saturday evenings, with music also planned for Sunday's fireworks display.

Donations for fireworks have far exceeded previous years, helping to allay this expenditure.

Maintenance staff will work the carnival and plans for a staff run information/first aid booth are underway.

Police presence has been scaled back, reducing cost.

H. Golf Course

Memorial Day weekend proved extremely profitable, selling over \$10,000 in golf and range fees.

Jim Randall reported a daily increase of 25% over the previous year of operation.

X. Old Business

- a. Jim Randall reported on the goal to complete all referendum projects by the fall of 2004, three years ahead of the proposed 5 year completion goal stipulated in the "Something For Everyone" referendum campaign.
- b. Playgrounds – All playgrounds renovations are now complete, with only undeveloped subdivisions remaining.
- c. Ken Blackburn made motion 03-127 to reinstate Bob Guler's check signing authority. Mike Constantine seconded. Motion passed unanimously.
- d. Land Acquisition – Several available sites are under consideration for possible Park acquisition.
- e. Grant application – The OSLAD grant application has been submitted as per Board direction following the adoption of Resolution 03-04-10. A discussion followed regarding the possible submission of a second grant application for the purpose of developing a recreation site at the Plank Trail Estates site. Formal requests for funding of several projects have been forwarded to State Representative Kevin McCarthy and Senator Maggie Crotty.

XI. New Business

No report

B. Adjournment

Phill Cherry made motion 03-128 to adjourn the meeting at 8:45 p.m. Bob Murphy seconded. Motion passed

Respectfully submitted by,

Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

June 25, 2003

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. Pledge of Allegiance

III. Roll Call

Present were: Ken Blackburn, Phill Cherry, Mike Constantine, Pam Kohlbacher, Barb Libowitz, and Jill Simmons.

IV. Public Input

No public input

V. Presentation of the May 28, 2003 Minutes

Ken Blackburn made motion 03-129 to accept the May 28, 2003 Minutes as presented. Mike Constantine seconded, motion passed unanimously.

VI. Legal Report

Jim Randall presented plats of survey as requested in tabled motion of May 28, 2003, and made a recommendation that the Board accept the transfer of Brookside Glen properties. Jill Simmons made motion 03-130 to authorize Park Attorney, Dick Hutchison to complete necessary paperwork to complete said transfer. Barb Libowitz seconded. Following a voice vote, motion passed unanimously.

Attorney Dick Hutchison reported that a closing on the golf course should take place on or about July 16, 2003, and revenue stamps may not be waived. Mr. Hutchison will attempt to secure better pricing on the title commitment.

VII. Treasurer's Report

Mike Constantine made motion 03-130 to accept Ordinance #03-06-158, providing for the issue of \$1.8 General Obligation Bonds (Alternate Revenue Source), Series 2003 of the Frankfort Square Park District Will & Cook counties. Ken Blackburn seconded. Jim Randall provided a summary sheet detailing costs of the bond sale and project costs of necessary repairs and additions to the golf course. Discussion ensued. Following a voice vote, motion passed unanimously.

Ken Blackburn made motion 03-131 to pass Resolution #03-06-02, allowing for the purchase of the golf course, as contemplated by the existing lease agreement with CorLands, and authorizing a real estate closing when funds are available. Jill Simmons seconded. Following a voice vote, motion passed unanimously.

The Treasurer's report was accepted, pending audit. Ken Blackburn made motion 03-132 to approve the Accounts Payable Listing. Mike Constantine seconded. Following a voice vote, motion passed unanimously.

VIII. Executive Director's Report

Audrey Marcquenski and Linda Mitchell presented information regarding the NRPA Congress, scheduled for October 21-25. Jim Randall asked for Board approval to allow for travel expenses of \$100 per individual and \$85 per diem. Approval was granted.

IX. Committee Reports

A. Maintenance

Jim reported that Jeff is doing an outstanding job overseeing the largest maintenance staff the District has employed to date. Crews are busy, well-trained, and maintaining high standards of safety.

B. Recreation

Jim reported that softball season is winding down, and staff is preparing for fall programming. Day camp is enjoying a successful summer season.

C. Special Recreation

Jim presented updated information on the office building project, with a continued expectation for an August 1, 2003 completion date.

Annual staff reviews are complete.

The first installment was made on the debt obligation.

D. Financial and Planning

Jim reported on the increased volume of the annual audit, currently being conducted. No problems are anticipated.

E. Township Planning Commission

Jim reported on the feasibility of obtaining property currently owned by Illinois Bell Telephone.

LaPorte Meadows subdivision completed the first model home, Lighthouse Pointe and a new subdivision located at North & 80th Avenue are in the planning stages.

It is expected that the area will experience continued extensive growth over the next ten years.

F. Lincoln-Way Area Parks

No report

G. Carnival

Jim reported that all plans are in place for the annual carnival.

H. Golf Course

Jim reported on a 30% to 35% increase over last year's revenues.

Staff is in place and are displaying positive attitudes.

Asphalt work is complete and tee marker signs have been installed.

Installation of the natural turf miniature golf/putting green is complete.

Over sixty participants have enrolled in the youth golf programs.

X. Old Business

Jim Randall provided updates on all referendum projects.

XI. New Business

Jim reported that Saunoris Nursery has subdivided their Harlem property, retaining retail space only, and 21-22 lots will be developed for home construction. Saunoris has agreed to donate their entire tree stock to the Park District, in addition to the park land donation.

XII. Executive Session

Ken Blackburn made motion 03-133 to enter into Executive Session. Jill Simmons seconded. Motion passed unanimously.

Ken Blackburn made motion 03-134 to go out of Executive Session. Jill Simmons seconded. Motion passed unanimously.

XIII. Adjournment

Ken Blackburn made motion 03-135 to adjourn the meeting at 8:45 p.m. Mike Constantine seconded. Motion passed unanimously.

Respectfully submitted:

Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

July 23, 2003

The following are Minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Square Links Golf Course, Frankfort, Illinois.

I. Call to Order

The Meeting was called to order at 7:40 p.m.

II. Roll Call

Present were: Phill Cherry, Mike Constantine, Pam Kohlbacher, Barb Libowitz, Bob Murphy, and Jill Simmons.

III. Public Input

Mike Constantine made motion 03-136 to open the floor to a public hearing for the Budget and Appropriation Ordinance #03-07-159. Bob Murphy seconded. Motion passed.

No public input.

Bob Murphy made motion 03-137 to close the public hearing. Mike Constantine seconded. Motion passed.

Jill Simmons made motion 03-138 to accept the Budget and Appropriation Ordinance #03-07-159 as presented. Bob Murphy seconded. Following a voice vote, motion passed unanimously. Attorney, Dick Hutchison will file the ordinance with Will and Cook counties.

IV. Presentation of the June 25, 2003 Minutes

Mike Constantine made motion 03-139 to accept the June 25, 2003 Minutes as presented. Jill Simmons seconded, Bob Murphy abstained. Motion passed.

V. Legal Report

Attorney, Dick Hutchison reported on the July 18, 2003 closing for the purchase of the golf course. The deed was filed, and a check in the amount of \$982,881.11 was sent to the lender. Upon receipt of the release deed, it shall be filed and the title policy will be bought down.

A discussion regarding the final tax bill for the golf course ensued. After researching the matter, and contacting the Attorney General, Mr. Hutchison's opinion is that we should not pursue the matter any further. The Board agreed, and a final tax bill, estimated to be about \$3,000 will be rendered in August.

Dick Hutchison studied case law regarding overtime pay. Seasonal and part time employees are not entitled to overtime compensation. Barb Libowitz raised the question of overtime compensation for full time employees. Jim Randall will contact labor lawyer Peter Murphy for guidance on this issue.

VI. Treasurer's Report

The Treasurer's report was accepted, pending audit. Mike Constantine made motion 03-140 to approve the Accounts Payable Listing. Barb Libowitz seconded. Following a voice vote, motion passed unanimously.

VII. Executive Director's Report

Jim Randall updated the Board on the bid opening for irrigation work at the golf course. Liebold was the sole bidder at a sum of \$199,500 for all necessary work. Bob Murphy made motion 03-141 to proceed with the planned irrigation project. Barb Libowitz seconded, motion passed.

Jim Randall presented design drawings for the proposed 45'x90' storage barn to be erected at the golf course. Said building will cost \$175,000, and consist of lap siding and conventional roof. Phill Cherry asked if the barn could be constructed with a concrete exterior. Jim will bid the job as proposed, and provide the Board with an alternate bid price to include a concrete exterior. Board approval will be sought following the bid process.

Jim Randall provided detail on the proposed deep tine aerator purchase for the golf course, not to exceed \$20,000. Phill Cherry made motion 03-142 to purchase said implement. Mike Constantine seconded. Following a voice vote, motion passed unanimously.

Jim Randall reported on an Illinois Board of Labor investigation of the contractor hired, via bid process, for the Splash Park project. Said investigation, focusing on prevailing wage and union labor issues, may result in a delayed finish of the project.

VIII. Committee Reports

A. Maintenance

Jim Randall reported that fountains, installed at Community Park pond, await electrical hook-up by ComEd.

B. Recreation

Jim Randall reported on the interview process to fill the vacant recreation supervisor position. After interviewing six individuals, a strong candidate, currently employed in the recreation field will be hired, pending reference checks.

C. Special Recreation

Jim Randall reported on the progress of the construction of the administrative office building. A move in date of August 1, 2003 has been established, with occupancy scheduled for August 14, 2003.

D. Financial and Planning

Jim Randall reported on the current audit. No problems are anticipated, and the process is taking longer, due to increased volume generated from referendum funds.

E. Township Planning Commission

Jim Randall expects to present the Lighthouse Pointe plat for Board review at the August meeting. Two sites, totaling eight acres, have been donated to the District.

F. Lincoln-Way Area Parks

No report

G. Carnival

Jim Randall reported on the successful 2003 community carnival. A higher profit margin, despite inclement weather conditions experienced during two of the four days, was realized due to the increase in mega pass sales.

H. Golf Course

No report

IX. Old Business

Jim Randall presented updates on all projects, currently underway.

X. New Business

No new business

XI. Adjournment

Bob Murphy made motion 03-142 to adjourn the meeting at 8:33 p.m.
Phill Cherry seconded. Motion passed unanimously.

Respectfully submitted:

Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

August 27, 2003

The following are Minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the South Suburban Special Recreation Association Administrative Office Building, Frankfort, Illinois.

I. Call to Order

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

II. Roll Call

Present were: Ken Blackburn, Mike Constantine, Pam Kohlbacher, Barb Libowitz, and Bob Murphy. Jill Simmons arrived at 7:50 p.m., and Phill Cherry arrived at 8:50 p.m.

III. Public Input

No public input.

IV. Presentation of the July 23, 2003 Minutes

Ken Blackburn made motion 03-143 to accept the July 23, 2003 Minutes as presented. Mike Constantine seconded. Motion passed unanimously.

V. Legal Report

Attorney, Dick Hutchison reported that following the Park's purchase of the golf course, he will pursue a property tax exemption for said facility.

A parent whose child is currently registered in the Early Learning Center preschool has raised an objection to the inoculation policy, citing her religious beliefs. The Park District contacted the Will County Board of Health for direction on this matter, and a form was forwarded to the District requiring parental acceptance of an exclusion procedure, necessary in cases of measles outbreaks. Dick Hutchison is confident that proper procedure was followed. A discussion ensued. No Board action was required.

VI. Treasurer's Report

The Treasurer's report was accepted, pending audit. Ken Blackburn made motion 03-144 to approve the Accounts Payable Listing. Mike Constantine seconded. Following a voice vote, motion passed unanimously.

VII. Executive Director's Report

Jim Randall reported on a meeting conducted between the professional consulting firm of C.H. Schrader & Associates and staff regarding grant planning strategies. Consultants, Laura Ross-Stuart and Mark Yergler were impressed by the sum of 2002 Master Plan objectives accomplished to date.

Jim Randall reported that our District may be invited to present our petition for funding at a grant hearing conducted in Springfield on October 15th and 16th. Board Members were encouraged to consider accompanying staff as a show of support at said hearing.

Jim Randall updated the Board on the progress of ongoing referendum projects. Occupancy of the new Community Center addition has been granted, and the preschool tot lot and parking lot extension is complete. Furniture has been ordered for new and existing areas within the Community Center. Installation of a Hawthorne Lakes playground awaits resolution of site deficiencies. Construction of the in-line skate/hockey rink is complete and striping will be accomplished during the week of September 1st. Pending clearing the site access, said rink should be available for public use by mid-September. The 80th Avenue picnic shelter is complete, and awaits ComEd and Nicor utility connections. Major components and concrete work of the splash park is complete, and installation of the resilient surface is scheduled. A picnic shelter and landscaping will complete this site. Work has begun on the Union Creek playground and a mid-September finish date is expected. The SSSRA new administration office building parking lot will be asphalted after September 1st.

VIII. Committee Reports

A. Maintenance

Jim Randall commended the maintenance staff on the exceptional effort expended to maintain parks and facilities over the spring and summer seasons.

B. Recreation

Jim Randall reported that the fall brochure has been mailed to residents.

Jim Randall reported that Saturday, August 23rd began the fall registration, and commented on the efficiency of the registration procedures.

C. Special Recreation

Janet Porter, SSSRA Executive Director, reported that staff is happily settled in the new administrative office building.

Janet Porter reported that resident participation and the number of SSSRA programs has more than doubled over the past fiscal year. In addition to normal public relations, it is believed that the visibility and publicity generated by the new facility contributed to said increase.

D. Financial and Planning

Report pending.

E. Township Planning Commission

Mike Constantine reported that the new subdivision, located off Harlem Avenue, at the former Saunoris nursery site, was advocated to the Will County Land Use Department.

F. Lincoln-Way Area Parks

Jim Randall reported that L.A.P. will begin another season of operation after Labor Day.

G. Carnival

Melrose Pyrotechnic, the firm that provides the annual fireworks display, has proposed a three year contract. Said commitment would allow for development of larger and more spectacular shows. Park Attorney, Dick Hutchison will review the open-ended contract and present his views for future Board action.

H. Golf Course

Jim Randall reported on the outstanding success to date of the Square Links Golf Course. Revenues have far exceeded the previous year, thanks to dedicated staff, maintenance personnel, and excellent youth and adult golf instructors.

Patrons continually express appreciation of the reasonable pricing and the great progress made to improve the facility in a relatively short time.

Jim Randall reported that an aerial photograph of the course will be taken on September 5th, and will be included in the grant hearing presentation in Springfield this October.

Jim Randall reported that Lincoln-Way, Victor Andrew, and Tinley Park High Schools are using the Square Links as a practice facility for their golf teams this fall.

IX. Old Business

Updates on referendum projects and the SSSRA building were previously addressed.

X. New Business

No new business

XI. Executive Session

Ken Blackburn made motion 03-145 to enter into Executive Session. Mike Constantine seconded. Motion passed unanimously.

No action was taken.

Ken Blackburn made motion 03-146 to go out of Executive Session. Mike Constantine. Motion passed unanimously.

XII. Adjournment

Ken Blackburn made motion 03-147 to adjourn the meeting at 9:00 p.m. Mike Constantine seconded. Motion passed unanimously.

Respectfully submitted:

Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

September 24, 2003

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, Phill Cherry, Mike Constantine, Pam Kohlbacher, Barb Libowitz, Bob Murphy, and Jill Simmons.

III. Public Input

No public input.

IV. Presentation of the August 27, 2003 Minutes

Phill Cherry made motion 03-148 to accept the August 27, 2003 Minutes as presented. Bob Murphy seconded. Following a voice vote, motion passed unanimously.

V. Legal Report

Ken Blackburn made motion 03-149 to adopt the Prevailing Wage Ordinance #03-09-160 as presented. Phill Cherry seconded. Following a voice vote, motion passed unanimously.

VI. Treasurer's Report

The Treasurer's report was accepted, pending audit. Ken Blackburn made motion 03-150 to approve the Accounts Payable Listing. Phill Cherry seconded. Following a voice vote, motion passed unanimously.

Jim Randall proposed the idea of presenting Board Members with detailed reports, further explaining expenditures which are not readily apparent.

The 2002-2003 Audit was distributed to Board Members. A decision was made to invite Greg Miller, from the auditing firm of Wermer, Rogers, Doran and Ruzon to the November Board Meeting. Mr. Miller will be present to answer any predetermined questions Board Members may wish to pose.

VII. Executive Director's Report

Barb Libowitz made motion 03-151 to forego the October Board Meeting, due to a scheduling conflict presented by the NRPA Congress, and reschedule the next meeting from the prescribed fourth Wednesday of the month to the third Wednesday, (November 19, 2003), due to the Thanksgiving holiday. Mike Constantine seconded the motion. Motion passed unanimously.

Jim Randall requested a brief unscheduled Executive Session, to be held at the conclusion of the September Board Meeting.

Jim Randall presented a three year contract proposed by the carnival fireworks provider, Melrose Pyrotechnics. Said contract, reviewed by Park Attorney Dick Hutchison, includes an escape clause, allowing the District to withdraw from the commitment if a fireworks display could no longer be conducted for any reason. A one thousand dollar increase would be realized each year the contract is in force. The purpose of said agreement would allow for a good faith commitment on the part of the Park District, and enable Melrose Pyrotechnics to expand the display.

Mike Constantine made motion 03-152 to enter into a three year contract with fireworks provider Melrose Pyrotechnics as presented. Bob Murphy seconded. Following a discussion regarding increased carnival revenue, motion passed unanimously in a vote by voice.

Jim Randall reported that the Community Center expansion is now complete and all new space is occupied. Punch list items are currently being addressed by various contractors; all finishes are expected to be concluded by Friday, September 26, 2003.

Jim Randall proposed a Community Center open house, tentatively scheduled for Sunday, November 9, 2003 between the hours of 1:00-3:00 p.m. Said event, planned to run concurrently with the SSSRA open house, would allow the public, who normally do not have an opportunity to view the center, to tour the facility. Invitations will be sent out to community groups, flyers will be distributed through area schools, and ads are to be placed in local publications to market said event. No dissention arose from Board Members regarding this matter.

VIII. Committee Reports

A. Maintenance

Jim Randall reported that staff continues to successfully manage an extraordinary work load between mowing and capital improvements with a great deal of efficiency.

The following projects are currently being addressed:

- The 80th Avenue playground is nearing completion.
- Aeration of the golf course is scheduled to take place on Thursday, September 25, 2003.
- Staff is in the process of preparing the pole barn for the annual Jaycees Haunted House, scheduled to open during the first week of October.

B. Recreation

Jim Randall reported that Kelly Rathke, newly hired Recreation Supervisor, resigned from her position this afternoon following one month of employment. Plans are underway to fill her position, and two outstanding candidates, recently passed over, may be reevaluated.

Phill Cherry inquired into the possibility of establishing a Park District hockey league. Jim Randall stated that the Recreation Department has considered the matter, based upon resident request, with tentative plans to conduct a roller and/or street hockey league in the summer of 2004.

Jim Randall reported on the record number of participants, registered in the fall programs.

Jim Randall reported on the outstanding success of the Early Learning Center, and attributed said success to Brenda Kushner and staff alike. Brenda Kushner, Superintendent of Early Childhood Programming, has worked hard to establish the new preschool wing. Her efforts are readily apparent in the strong enrollment numbers, the positive comments offered by parents of preschoolers, and the beautifully appointed preschool building addition.

C. Special Recreation

Jim Randall reported that staff continues to express appreciation of their new office building, and they look forward to inviting the public to view their new space during an open house in November.

Jim Randall reported that he will attend the monthly SSSRA meeting on Thursday, September 25, 2003.

Jim Randall reported that SSSRA held a recent golf outing, with 81 in attendance, bringing in substantial future programming revenue.

Jim Randall reported that many of the SSSRA staff will attend the upcoming NRPA Congress in October, and they extend their best wishes to the Frankfort Square Park District as we await the outcome of the NRPA presentation of the Gold Medal Award at the upcoming Congress.

D. Financial and Planning

Jim Randall reported on an upcoming debt service due to NLSB.

Jim Randall reported that work will begin on both the Tax Levy Ordinance due in December, 2003, and the budget for the next fiscal year. It has been decided that said budget will include increased overall detail of items expensed.

E. Township Planning Commission

No report

F. Lincoln-Way Area Parks

Jim Randall reported that the fall season has begun, with a strong volleyball program enrollment.

Jim Randall reported that LAP continues to operate in the positive, enabling the program to contribute funds to Lincoln-Way High School. Said contributions serve a two-fold purpose of enhancing LAP programming facilities, and supporting the high school.

G. Carnival

Jim Randall will provide a complete carnival summary comparison at a future Board Meeting, upon satisfying final payables.

H. Golf Course

Jim Randall reported that Square Links is nearing the projected operating budget goal, with \$226,000 in revenue reported to date. A \$60,000 increase over the previous year has been realized.

Jim Randall reported that general maintenance continues, and pending the completion of irrigation in mid-October, all projects for this season will be complete.

Jim Randall reported that a tentative closing date of November 2, 2003 has been scheduled, but the course may open only when ideal weather conditions exist.

A discussion regarding a liquor license for the course ensued. Jim Randall will research dram shop, liquor license, and vending requirements necessary when providing liquor at a park facility. The Board decided to table the matter and will visit the issue at a future Board Meeting, prior to generating a community survey requesting resident input on said matter.

IX. Old Business

Jim Randall provided Board Members with a project report attached to the September Executive Director's Report.

X. New Business

A detailed referendum summary was provided to Board Members with Jim Randall's September Executive Director's Report.

Barb Libowitz inquired as to whether the Park District was involved in donating trees to an area school beautification project. Jim stated that we will provide equipment and staff to assist in said project, but the District will be unable to provide full landscaping services and nursery stock, due to existing community commitments.

XI. Executive Session

Ken Blackburn made motion 03-153 to enter into Executive Session. Jill Simmons seconded. Motion passed unanimously.

Ken Blackburn made motion 03-154 to go out of Executive Session. Phill Cherry. Motion passed unanimously.

XII. Adjournment

Ken Blackburn made motion 03-155 to adjourn the meeting at 8:30 p.m. Phill Cherry seconded. Motion passed unanimously.

Respectfully submitted:

Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

November 19, 2003

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, Phill Cherry, Mike Constantine, Pam Kohlbacher, Barb Libowitz, Bob Murphy, and Jill Simmons.

Greg Miller, of Wermer, Rogers, Doran and Ruzon continued a presentation of the 2002-2003 audit, answering questions posed by Park Commissioners. Said presentation began at 7:00 in advance of the meeting, and continued for a brief period following Roll Call.

III. Public Input

Brookside Glen resident, Robert Alston, expressed concern regarding a grate located in a water run-off area, and requested a regular clearing of debris from said grate to allow for proper water flow. Jim Randall assured Mr. Alston that the grate would be scheduled for a monthly cleaning and frequent inspections.

IV. Presentation of the September 24, 2003 Minutes

Ken Blackburn made motion 03-156 to accept the September 24, 2003 Minutes as presented. Mike Constantine seconded. Following a voice vote, motion passed unanimously.

V. Legal Report

Park Attorney, Dick Hutchison presented Will County and Cook County filing receipts for the annual financial report.

Dick Hutchison reported that the Park District tax exemption petition has been filed.

Dick Hutchison checked on the status of the open lands exemption. The District's application is on file and in good order. It will be necessary to apply for said exemption on a yearly basis.

Jim Randall requested Attorney Hutchison to review the intergovernmental agreement between the Board of Education of Lincoln-Way High School and the Frankfort Square Park District for use of the high school's facilities. Mr. Hutchison did not find just cause to render a legal opinion on the matter.

Jim Randall reported on an amendment to park district code, as included in Senate Bill 1049. Frankfort Square Park District's tax base could be negatively impacted if said bill is passed into law.

Ken Blackburn made motion 03-157 to adopt the Bond Abatement Ordinance (Series 2003, 2002, 1998) #03-11-161 as presented. Mike Constantine seconded. Following a voice vote, motion passed unanimously. Park Attorney, Dick Hutchison, will file said Ordinance with Will and Cook counties.

Ken Blackburn made motion 03-158 to authorize the Alternate Bond Sale Ordinance (General Obligation Park Bonds, Series 1989) #03-11-162 as presented. Mike Constantine seconded. Following a voice vote, motion passed unanimously. Park Attorney, Dick Hutchison, will file said Ordinance with Will and Cook counties.

VI. Treasurer's Report

The Treasurer's report was accepted, pending audit. Mike Constantine made motion 03-159 to approve the Accounts Payable Listing. Bob Murphy seconded. Following a voice vote, motion passed unanimously.

VII. Executive Director's Report

Ken Blackburn made motion 03-160 to schedule the December Board Meeting for the 1st day of December 2003 in order to meet Cook County filing requirements for the Tax Levy Ordinance. Barb Libowitz seconded. Motion passed unanimously.

Jim Randall petitioned the Board to consider establishing resident usage fees for the 80th Avenue and Union Creek picnic shelters, citing increased labor incurred by maintenance in preparing said shelter for use, and clean up after events. A usage fee would also discourage last minute cancellation of reservations.

Ken Blackburn made motion 03-161 to establish usage fees of \$100 with a refundable \$50 deposit for the 80th Avenue and Union Creek picnic shelters. Non-residents will be charged fees are \$250 with a \$50 deposit. Jill Simmons seconded. Following a discussion, motion passed unanimously.

Jim Randall informed the Board that a decision could be rendered as early as the first or second week of December on the OSLAD grant.

VIII. Committee Reports

A. Maintenance

Installation of irrigation equipment is currently underway at the Square Links Golf Course.

B. Recreation

No report

C. Special Recreation

Jim Randall reported on a recent legislative decision. Passage of bill 1183 will allow for a tax increase from .022 to .04 for special recreation purposes. Said increase is excluded from the property tax cap, and can be used for membership in special recreation programs, ADA compliance costs, or accessibility issues. The tax levy could be increased, thereby allowing for allocation of funds.

Jim Randall reported on the closing out of the SSSRA account. An approximate sum of \$100,000 will be transferred from the SSSRA funding account to make final contractor payments.

D. Financial and Planning

Jim Randall informed the Board that they will receive copies of the tax levy in advance of the Notice of Hearing.

E. Township Planning Commission

Mike Constantine reported on the development of an industrial park at 80th Avenue and 191st. Said development will allow for increased tax revenue to the District.

F. Lincoln-Way Area Parks

Jim Randall informed the Board that a revised L.A.P. agreement may be presented at the December meeting for Board approval.

G. Carnival

Jim Randall reported that the last weekend of June is tentatively being considered for the annual community carnival.

H. Golf Course

No report

IX. Old Business

Jim Randall reported on the close out of the Community Center construction projects.

Jim Randall reported on the completion of new flooring and paint scheme in the community room.

Jim Randall reported on plans to use existing lights to illuminate the sledding hill located at 80th Avenue. Mr. Randall recommends erecting a fence at the back side of the hill for safety reasons.

A discussion regarding future programming ideas at the hockey rink ensued.

X. New Business

Park Commissioner, Barb Libowitz proposed the idea of naming the Union Creek picnic pavilions. Naming the facilities will greatly reduce confusion for groups who use the sites for various events.

Barb Libowitz expressed safety concerns regarding motorized vehicles accessing the Brookside Glen walking path. Jim Randall cited Park District policy, banning access by such vehicles, but stated no complaints could be signed until such time as the property is deeded to the District by Tinley Park, however, the policy has been enforced on several occasions.

Barb Libowitz proposed the idea of establishing a separate enterprise fund for the golf course in order to allow for straightforward monitoring of operating costs at said facility.

Board President, Pam Kohlbacher presented the Members with thank-you notes she received from staff members who attended the October NRPA Convention in St. Louis.

Pam Kohlbacher expressed an interest in researching photographers for Park-sponsored athletic league photographs.

Bob Murphy expressed appreciation for the new park facility located at 80th Avenue.

XI. Executive Session

Ken Blackburn made motion 03-162 to enter into Executive Session.

Jill Simmons seconded. Motion passed unanimously.

Jim Randall presented the Board with updated information regarding a legal matter.

Ken Blackburn made motion 03-163 to go out of Executive Session.

Mike Constantine seconded. Motion passed unanimously.

XII. Adjournment

Ken Blackburn made motion 03-164 to adjourn the meeting at 8:45 p.m.

Jill Simmons seconded. Motion passed unanimously.

Respectfully submitted:

Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
TRUTH IN TAXATION HEARING MINUTES

December 2, 2003

The following are Minutes of a Truth in Taxation Hearing 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 7:00 p.m.

II. Roll Call

Present were: Ken Blackburn, Phill Cherry, Pam Kohlbacher, Bob Murphy, and Jill Simmons. Absent were: Mike Constantine and Barb Libowitz.

III. Public Hearing

IV.

Bob Murphy made motion 03-165 to open the Truth and Taxation Hearing for Tax Levy Ordinance #03-12-163. Phill Cherry seconded. Motion passed unanimously.

No public input.

Phill Cherry made motion 03-166 to close the Truth and Taxation Hearing for Tax Levy Ordinance #03-12-163. Ken Blackburn seconded. Motion passed unanimously.

V. Adjournment

Jill Simmons made motion 03-167 to adjourn the Truth in Taxation Hearing at 7:15 p.m. Ken Blackburn seconded. Motion passed unanimously.

Respectfully submitted:

Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

December 2, 2003

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, Phill Cherry, Pam Kohlbacher, Bob Murphy, and Jill Simmons. Absent were: Mike Constantine and Barb Libowitz.

III. Public Input

JoAnn Lange, Frankfort Square resident, proposed changes for the Park-sponsored co-ed basketball league. Mrs. Lange would like to see gender-based teams, as an alternative to the co-ed teams currently offered. After full discussion, Jim Randall agreed to the following action: 5th through 8th grade girl teams will be added to the winter/spring brochure, with the understanding that insufficient participants would result in merging the girls with a co-ed team. In-service training for coaches will also be offered, insuring a complete understanding of the game and Park District philosophy.

IV. Presentation of the November 19, 2003 Minutes

Ken Blackburn made motion 03-168 to accept the November 19, 2003 Minutes as presented. Jill Simmons seconded. Following a voice vote, motion passed unanimously.

V. Legal Report

Ken Blackburn made motion 03-169 to approve Tax Levy Ordinance #03-12-163 for fiscal year 5/1/03-4/30/04. Jill Simmons seconded. Following a voice vote, motion passed unanimously.

Jim Randall reported on a Will County hearing for Park District tax exempt status. Previous approval has been granted, but the District is required to petition the county on an annual basis. Mr. Randall will attend the December 12, 2003 hearing.

VI. Treasurer's Report

Due to early scheduling of the monthly Board Meeting, the December Treasurer's Report will be available for Board acceptance at the January meeting. Jill Simmons made motion 03-170 to approve the Accounts Payable Listing. Ken Blackburn seconded. Following a voice vote, motion passed unanimously.

VII. Executive Director's Report

The Executive Director's December report contained sufficient information for Board review.

VIII. Committee Reports

A. Maintenance

Jim Randall reported on complaints received regarding crooked trees. Due to the large number of plantings, the main focus was to get all trees planted before the ground froze. The trees will be leveled and repacked in the spring. Maintenance will install edging and mulch thereby completing the project.

Commissioner, Phill Cherry suggested the use of a garden hose when draining hot water heaters in concession stands and washroom facilities, minimizing the possibility of water damage.

B. Recreation

The Executive Director's December report contained sufficient Recreation Department information for Board review.

C. Special Recreation

No report.

D. Financial and Planning

Jim Randall reported that work on the budget is underway, and should be presented to the Board between the January and February Board Meetings.

E. Township Planning Commission

No report.

Park District Board Meeting

December 2, 2003

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F. Lincoln-Way Area Parks

Jim Randall reported that a meeting is scheduled for Friday, December 5, 2003.

G. Carnival

No report.

H. Golf Course

Jim Randall offered updates on the irrigation project currently underway at the Square Links Golf Course. The District is extremely pleased with the professional demeanor and quality of work displayed by the contractor, Liebold Irrigation.

IX. Old Business

No report.

X. New Business

No report.

XI. Adjournment

Ken Blackburn made motion 03-171 to adjourn the meeting at 8:00 p.m.

Bob Murphy seconded. Motion passed unanimously.

Respectfully submitted:

Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BIKE/WALKING PATH HEARING MINUTES

January 28, 2004

The following are Minutes of a Bike/Walking Path Public Hearing 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 7:00 p.m.

II. Roll Call

Present were: Ken Blackburn, Phill Cherry, Mike Constantine, Pam Kohlbacher, Barb Libowitz, Bob Murphy, and Jill Simmons.

III. Public Hearing

Eight residents attended the public hearing, entering at various times throughout the course of said hearing.

Jim Randall conducted a brief presentation, detailing the Park's grant application for a bike/walking path, citing 1995 and 2001 resident surveys requesting a trail system, location of proposed Park District path, and Township path, and long-term goals of connecting to existing Brookside Glen, Plank Trail and Will County Forest Preserve trails. Mr. Randall also included a time line for grant notification, completion of engineering and construction drawings, bid awards and construction schedule. Handouts with maps were passed out to those in attendance.

IV. Public input.

A couple who reside on Benton Drive raised concerns citing negative impact on wildlife and the environment, allowing for increased numbers of children exploring the area and granting easier access to the lake when it is iced over, and the possibility that residents living adjacent to the path could be exposed to crime due to lack of privacy.

An 80th Brookside Glen resident appreciates the possibility of being able access Plank Trail by utilizing connecting trails, as opposed to driving to the site. The gentleman previously lived on the north side of Tinley Park near the path constructed along ComEd high tension lines. He stated that residents voiced concerns prior to the path's construction, but once the project was complete, no problems were ever realized.

Pam Kohlbacher asked residents who arrived after Jim Randall's presentation if they had any questions or concerns they would like to raise regarding the proposed bike/walking path.

No further input was provided, as the majority of residents were in attendance simply to ascertain the location of the project.

V. Adjournment

Phill Cherry made motion 04-172 to adjourn the Bike/Walking Path Public Hearing at 7:25 p.m. Ken Blackburn seconded. Motion passed unanimously.

Respectfully submitted:

Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

January 28, 2004

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, Phill Cherry, Mike Constantine, Pam Kohlbacher, Barb Libowitz, Bob Murphy, and Jill Simmons.

III. Public Input

No public input

IV. Presentation of the December 2, 2003 Public Hearing and December 2, 2003 Board Meeting Minutes

Ken Blackburn made motion 04-173 to accept the December 2, 2003 Public Hearing Minutes as presented. Bob Murphy seconded. Following a voice vote on motion: 5 in favor, Mike Constantine and Barb Libowitz abstained. Motion carried.

V. Presentation of the December 2, 2003 Board Meeting Minutes

Ken Blackburn made motion 04-174 to accept the December 2, 2003 Board Meeting Minutes as presented. Bob Murphy seconded. Following a voice vote on motion: 5 in favor, Mike Constantine and Barb Libowitz abstained. Motion carried.

VI. Legal Report

Dick Hutchison informed the Board that tax exempt status of the golf course was granted by the state, and confirmation was received therein. The District is liable for the first six months of property taxes only, and a tax bill will be forwarded within the next two months.

Dick Hutchison reported that he is preparing the annual filing for tax exempt status with both Cook and Will Counties for all Park properties.

Dick Hutchison reported that the District is in receipt of five Brookside Glen parcels, and he will prepare tax exempt filings of the parcels.

VII. Treasurer's Report

Jim Randall reported that work continues on the 2004-2005 budget. New to this year's budget, Mr. Randall will prepare a twelve month cash flow evaluation. Said accounting procedure will allow for a more efficient means of tracking expenses.

Jim Randall informed Board Members that new property numbers should be available by the end of February. It is expected that the tax cap will keep taxes in check for existing property owners.

Jim Randall reported that residents should realize a 50% reduction in terms of referendum tax cost as was projected in the planning phase, due to growth within the District. The same reduction is anticipated for the following year.

Jim Randall informed the Board that in order to base next year's expenditures on real revenues, a preliminary draft of the 2004-2005 budget will not be available until the end of February.

Commissioner Barb Libowitz asked if it would be necessary to pass a motion assigning a separate fund for expensing the golf course within the 2004-2005 budget. Jim Randall stated that upon formulating said budget, it has been determined that a separate revenue fund will be assigned, and no motion will be needed for this action.

Ken Blackburn made motion 04-175 to accept the Accounts Payable Listing. Bob Murphy seconded. Following a voice vote, motion passed unanimously.

VIII. Executive Director's Report

Jim Randall informed the Board that plans to develop Plank Trail Park will be complete by summer 2004. Developer, Bruti is required to provide the site with utilities in a clear and usable fashion. Georgetown and Plank Trail homeowners will be involved in the planning phase of said development. Preliminary drawings should be available for Board and resident review by mid- to late February.

Jim Randall reported on the success of the Park District's \$750,000 OSLAD grant acquisition. Staff will need to complete necessary filings prior to release of grant funds.

Jim Randall presented the Park's Crises Management Plan and asked Board Members to review said plan which will be adopted at the February 25th meeting of the Park District Board.

Jim Randall stated that letters will be directed to various sports organizations, regarding field usage for the upcoming 2004 season. Fields will be assigned to teams with rosters comprising 50% District residents.

Jim Randall led a discussion regarding implementation of policies and procedures of the new Splash Park facility. A minimal charge will be instituted to defray operating expenses. An I.D. system will be researched, allowing reduced resident rates at the Splash Park and golf course facilities.

IX. Committee Reports

A. Maintenance

Jim Randall reported that many challenges were met and overcome by staff in insuring a smooth ice surface at the new hockey rink facility. A discussion regarding long term goals for rental, usage, and programming at the facility ensued.

B. Recreation

Jim Randall reported that winter/spring brochure programming, and Early Learning Center registration numbers were substantial. Programming and preschool classes will be expanded where possible to accommodate registrants.

Jim Randall reported on the annual Family Fun Faire event, scheduled for March 20th at Lincoln-Way East High School. This no cost cooperative event between New Lenox, Frankfort, Mokena, and the Frankfort Square Park District, sponsored by the Asset Builders was attended by over 1,500 participants last year. Radio Disney will be featured at said event. District responsibilities this year include managing the concession stand, in addition to running a Park booth, featuring the golf course and early childhood programming.

C. Special Recreation

Jim Randall reported that the \$500,000 grant has not been distributed to date, but action on the matter may be imminent.

D. Financial and Planning

No report

E. Township Planning Commission

Mike Constantine reported on a decision made by Frankfort Township to purchase a leaf vacuum machine. This action will allow residents to deposit leaves at curbside, eliminating burning of leaves and the need to purchase leaf bags and stickers for disposal.

F. Lincoln-Way Area Parks

Jim Randall reported on a locker room theft, and stated that the matter will be fully investigated and measures will be taken to increase security for L.A.P. participants.

G. Carnival

Jim Randall informed Board Members of a proposed date change for the annual carnival. Said event, normally held the last weekend in June, has been moved to the second weekend in August and will be promoted as a "Back to School" event.

Following a brief discussion, Ken Blackburn made motion 04-176 to move the carnival date to August 19 through August 22, 2004, and to enter into a contract by and between the Frankfort Square Park District and Spectacular Midway for the purpose of providing rides and amusements for the annual Park carnival. Bob Murphy seconded. Following a vote by voice, motion passed.

H. Golf Course

No report

X. Old Business

Jim Randall stated that all punch list items for the Community Center addition project are now complete.

Jim Randall reported that a door is scheduled to be replaced at the SSSRA administrative office building, thereby completing punch list items at said facility.

XI. New Business

Pam Kohlbacher, Board President inquired into the possibility of having NRPA magazines mailed directly to Commissioners homes. Currently all Commissioner's mailings are delivered to the Park office and forwarded accordingly. The NRPA will be contacted, effecting requested change.

Pam Kohlbacher asked if the District has considered designating a dog park facility. Jim Randall stated this matter is under consideration, and may be acted upon in the future.

Jim Randall introduced Russell Block, the Park's web site designer and manager.

XII. Executive Session

Ken Blackburn made motion 04-176 to enter into Executive Session. Jill Simmons seconded. Motion passed unanimously.

Bob Murphy made motion 04-177 to go out of Executive Session. Phill Cherry seconded. Motion passed unanimously.

XIII. Adjournment

Ken Blackburn made motion 04-178 to adjourn the meeting at 8:40 p.m.

Jill Simmons seconded. Motion passed unanimously.

Respectfully submitted:

Linda Mitchell

Board Meeting Minutes-Closed Session
January 28, 2004

Motion 04-176 made by K. Blackburn, seconded by P. Cherry to go into executive session.
Motion carried unanimously.

The Board reviewed a potential land acquisition matter.

Motion 04-177 made by B. Murphy, seconded by P. Cherry to return to open session. Motion carried unanimously.

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

February 25, 2004

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 7:30 p.m.

II. Roll Call

Present were: Phill Cherry, Mike Constantine, Pam Kohlbacher, Bob Murphy, and Jill Simmons.

Barb Libowitz arrived at 7:35 p.m.

III. Public Input

No public input

IV. Presentation of the January 28, 2004 Board Meeting Minutes

Bob Murphy made motion 04-179 to accept the January 28, 2004 Board Meeting Minutes as presented. Jill Simmons seconded. Following a vote by voice, motion carried.

V. Presentation of the January 28, 2004 Public Hearing and January 28, 2004 Board Meeting Minutes

Mike Constantine made motion 04-180 to accept the January 28, 2004 Public Hearing Minutes as presented. Phill Cherry seconded. Following a vote by voice, motion carried.

VI. Legal Report

Dick Hutchison presented the following documents for file: owner title policy, insurance policy and warranty deed for Square Links Golf Course, recorded on the 22nd day of July, 2003.

Dick Hutchison informed the Board that he filed for tax exempt status of Brookside Glen properties during the month of February.

Dick Hutchison reported that he rendered a legal opinion regarding the Installment Loan Ordinance #04-02-164.

Pam Kohlbacher read Ordinance #04-02-164 into the record.

Mike Constantine made motion 04-181 to approve the \$200,400 Installment Loan Contract Ordinance #04-02-164 with First United Bank for the purpose of replacing the irrigation system at Square Links Golf Course. Bob Murphy seconded. Following a vote by voice, motion carried.

Pam Kohlbacher read Ordinance #-4-02-165 into the record.

Mike Constantine made motion 04-182 to authorize the application for grant funding through the IDNR Ordinance #04-02-165, for the purpose of constructing a bike/walking path. Bob Murphy seconded. Following a vote by voice, motion carried.

VII. Treasurer's Report

Bob Murphy made motion 04-183 to accept the Accounts Payable Listing. Jill Simmons seconded. Following a vote by voice, motion carried.

VIII. Executive Director's Report

Jim Randall recommended a date change for the annual carnival due to a scheduling conflict encountered by Spectacular Midways, carnival provider. The original dates of August 19th through August 22nd, addressed at the January 28th Board Meeting, have been rescheduled to August 5th through August 8th.

Jim Randall asked that a budget meeting be convened in advance of the March Board Meeting. The purpose of said meeting will be to review the first draft of the 2004-2005 fiscal year budget. First draft copies will be distributed to Board Members in mid-March, allowing for review prior to said meeting. An additional meeting can be scheduled in April prior to passage of the budget, at Board Members discretion.

Jim Randall updated the Board on the progress of the Plank Trail Park development. John Vann, landscape architect, will complete a landscape design, incorporating existing mature tree specimens. Developer, Bruti will contract for necessary tree work. A comprehensive plan will be presented to the Board at the March meeting. A late May-early June schedule is projected for installation of park equipment at said site, pending Board approval.

Jim Randall reported on a request made by a Cub Scout group, regarding usage of Indian Trail Park for a day camp event in June. Approximately 300 scouts will attend said event. Mr. Randall will have further information available for the March Board Meeting prior to passage of a motion for said event.

Jim Randall requested Board approval to enter into a vending machine contract with Spencer Vending. Mike Constantine made motion 04-184 to approve the contract with Coca Cola Bottling through Spencer Vending to provide vending machines and product in exchange for 30% of sale proceeds and \$7,000 annually for a 3-yr. period. Barb Libowitz seconded. Following a full discussion, motion passed in a vote by voice.

Jim Randall requested Board approval to adopt the Park's Crises Management Plan as presented. Mike Constantine made motion 04-185 to authorize the acceptance of the Park's Crises Management Plan. Jill Simmons seconded. Following a vote by voice, motion passed unanimously.

Jim Randall requested Board approval of the fencing bid, awarding a contract to Do-All-Fence in the amount of \$41,200 for replacement of exterior fencing at Square Links Golf Course. Mike Constantine made motion 04-186 to award Do-All-Fence with a contract for the removal and replacement of fencing at Square Links Golf Course. Jill Simmons seconded. Following a full discussion, motion passed in a vote by voice.

Jim Randall reported on the impending Township-sponsored St. Francis Road project at the Square Links Golf Course location. The Township has scheduled a March 13, 2004 bid opening, with work scheduled to begin within three to four months. A completion time frame of three weeks has been projected, and no impediment to the golf course entrance is expected.

Jim informed Board Members of Governor Blagojevich's proposed holiday on OSLAD grant funding. Said reductions and budget controls present a concern, as the Park received approximately \$1.4 million in funding over the last 10 years. Approximately \$200,000 could be lost annually if passed. Mr. Randall will attend a Director's meeting in Alsip on March 10th, wherein this issue will be a point of discussion. The Board will be kept apprised of the situation. Pam Kohlbacher asked to have pre-addressed correspondence the Park receives forwarded to Commissioners enabling them to direct opinions to local legislators. Jim will forward correspondence to Commissioners upon receipt.

IX. Committee Reports

A. Maintenance

Jim Randall reported that approximately two weeks remain on the irrigation project at Square Links Golf Course. Said project will be complete in time for season's open.

B. Recreation

No report

C. Special Recreation

Jim Randall reported on the Miss Illinois Wheelchair Pageant sponsored by the SSSRA. The pageant will be held at Julian Rogus School on March 20, 2004. Mr. Randall will update the Board with notice of the event.

D. Financial and Planning

Jim Randall stated that funds generated from the Installment Loan Contract Ordinance #04-02-164 are scheduled for distribution on March 15, 2004.

E. Township Planning Commission

Jim Randall reported that the Orland Park Park District-Mokena Park District dispute has been settled.

F. Lincoln-Way Area Parks

Jim Randall reported that although LAP reports a decrease in revenue of approximately \$6,000, the fund balance remains profitable. Competition from local health clubs was cited as the main reason for the decrease.

G. Carnival

Jim Randall informed Board Members that Spectacular Midways, carnival provider, requested a change of date for the upcoming annual carnival, designated on August 19th through August 22nd, so motioned on January 28, 2004. A scheduling conflict was cited as the reason for the requested change. Revised dates for said event are August 5th through August 8th.

H. Golf Course

Jim Randall reported that staff is preparing the golf course for season's open. A \$1 increase over last year's fees, as addressed in the budget, will become effective for the new season.

X. Old Business

Jim Randall reported that the update of the new computer system, currently in process, marks the final component of the new building referendum projects.

Jim Randall reported that resolution was met in regards to a problem encountered wherein the electrical contractor caused damage to the terminal system at the new SSSRA administrative office building.

XI. New Business

Jim Randall reported on the status of the following projects currently under consideration:

- Active pursuit of land acquisition.
- The Summit Hill Concession stand renovation is on hold, due to potential expansion of the Summit Hill school site.
- Restroom installation at Union Creek.
- Playground installations, pending completion of subdivisions.

XII. Executive Session

Mike Constantine made motion 04-187 to enter into Executive Session. Bob Murphy seconded. Motion passed unanimously.

Jim Randall presented the Board with updated information regarding land acquisition.

Bob Murphy made motion 04-188 to go out of Executive Session. Barb Libowitz seconded. Motion passed unanimously.

XIII. Adjournment

Mike Constantine made motion 04-189 to adjourn the meeting at 8:35 p.m. Barb Libowitz seconded. Motion passed unanimously.

Respectfully submitted:

Linda Mitchell

Board Meeting Minutes-Closed Session
February 25, 2004

Motion 04-187 made by M. Constantine seconded by B. Murphy to go into executive session.
Motion carried unanimously.

Executive Director, J. Randall, provided the Board with updated information regarding land acquisition in the Brookside Glen subdivision for ballfield development.

Motion 04-188 made by B. Murphy, seconded by B. Libowitz to return to open session. Motion carried unanimously.

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

March 24, 2004

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 7:30 p.m.

II. Roll Call

Present were: Ken Blackburn, Phill Cherry, Mike Constantine, Pam Kohlbacher, Barb Libowitz, Bob Murphy, and Jill Simmons.

Absent was: Ken Blackburn

III. Public Input

No public input

IV. Presentation of the February 25, 2004 Board Meeting Minutes

Mike Constantine made motion 04-190 to accept the February 25, 2004 Board Meeting Minutes as presented. Bob Murphy seconded. Following a vote by voice, motion carried.

V. Legal Report

No report

VI. Treasurer's Report

Jill Simmons made motion 04-191 to accept the Accounts Payable Listing pending audit. Phill Cherry seconded. Following a vote by voice, motion carried.

VII. Executive Director's Report

Jim Randall asked the Board for consideration regarding acquisition of a Finn 900 HydroSeeder from Rite-Way Landscaping. Said equipment retails at \$45,000, and Rite-Way has agreed to sell at \$16,500. Annual expenditures of approximately \$9,000 are realized by the Park District in seeding Park properties, and in Mr. Randall's opinion, the purchase would be a cost-effective move.

Mike Constantine made motion 04-192 to authorize the purchase of a Finn 900 HydroSeeder from Rite-Way Landscaping for a sum not to exceed \$16,500. Phill Cherry seconded. Following a full discussion, motion carried in a vote by voice.

Jim Randall discussed plans to schedule informational meetings between various departments and Board Members in the upcoming fiscal year. The proposed meetings will allow Commissioners to familiarize themselves with staff, review day-to-day District functions, and open a forum for the Board to make recommendations on Park operations.

VIII. Committee Reports

A. Maintenance

The March maintenance report distributed to Board Members in advance the March meeting contained sufficient information for Board review.

B. Recreation

The February recreation report distributed to Board Members in advance of the March meeting contained sufficient information for Board review.

C. Special Recreation

No report

D. Financial and Planning

No report

E. Township Planning Commission

No report

F. Lincoln-Way Area Parks

No report

G. Carnival

Jim Randall informed the Board that Bridgewater Custom Sound was contracted for the purpose of providing sound equipment rental for the 2004 summer carnival.

H. Golf Course

No report

IX. Old Business

Commissioner Jill Simmons inquired as to whether the proposed dog park is still under consideration. Jim Randall reported that the District will pursue grant funding through OSLAD to create the park, but plans will proceed whether or not funding is approved. In the event an OSLAD grant is refused, said facility would then be developed on a more gradual basis.

X. New Business

Jim Randall reported on an insurance audit conducted by the Illinois Association of Park Districts on March 23, 2004. Safety issues were addressed throughout the District, and the IAPD appraiser found no violations or concerns on which to report. The appraiser was very pleased with all Park District operations, procedures, and policies.

XI. Adjournment

Barb Libowitz made motion 04-193 to adjourn the meeting at 7:45 p.m. Mike Constantine seconded. Motion passed unanimously.

Respectfully submitted:

Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

April 28, 2004

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 7:30 p.m.

II. Roll Call

Present were: Ken Blackburn, Phill Cherry, Mike Constantine, Pam Kohlbacher, Bob Murphy, and Jill Simmons.

Absent was: Barb Libowitz

III. Public Input

No input.

IV. Presentation of the March 24, 2004 Board Meeting Minutes

Mike Constantine made motion 04-194 to accept the March 24, 2004 Board Meeting Minutes as presented. Bob Murphy seconded. Following a vote by voice, motion carried.

V. Legal Report

Park Attorney, Dick Hutchison reported on the progress of obtaining tax exemption for the Park's Brookside Glen properties. Tax exemption status was approved at the county level, and will be presented for state approval.

Attorney Hutchison asked for Board direction in the matter of transferring Waterford Place subdivision property to the District. The developer is prepared to deed land in compliance with the Resolution regarding Ordinance providing builders to give donation to the Park District. The Board directed Attorney Hutchison to proceed with said transfer.

VI. Treasurer's Report

Ken Blackburn made motion 04-195 to accept the Accounts Payable Listing pending audit. Mike Constantine seconded. Following a vote by voice, motion carried.

Ken Blackburn made motion 04-196 to approve the 2004-2005 operating budget. Jill Simmons seconded. Following a vote by voice, motion carried.

VII. Executive Director's Report

Jim Randall asked for Board approval in the purchase of playground equipment for Plank Trail Park. Ken Blackburn made motion 04-197 to approve the purchase of playground equipment not to exceed \$45,799 for the Plank Trail Park site. Mike Constantine seconded. Following a vote by voice, motion carried.

Jim Randall informed the Board that a public hearing for a potential grant application to install a dog park and ADA accessible playground at the Union Creek Park site will be scheduled in advance of the May 26, 2004 Board Meeting. Notice regarding the hearing shall appear in the legal section of the Star newspaper and posted at the Park's administration building, located at 7540 W. Braemar Lane, Frankfort.

Jim Randall reported on the submission of grant appeal to the Illinois Clean Energy Foundation. If successful, the Park would receive funding to retrofit lighting at the golf course and original areas of the Community Center, thereby reducing electric utility costs.

VIII. Committee Reports

A. Maintenance

Jim informed members that bids were solicited for asphalt work of all gravel areas at Square Links Golf Course. Results will be presented for Board approval at the May 26th meeting.

B. Recreation

Jim Randall stated the summer brochure went to print on April 28, 2004 and a proof of the publication will be available on April 30th. Residents can expect delivery of said brochure on or about May 12, 2004.

Due to inclement weather, the Splash Park opening, originally scheduled for May 1, 2004 will be delayed.

C. Special Recreation

Jim Randall reported on plans to erect a sign in front of the SSSRA building.

No updates are available to date in regards to the \$500,000 grant. Emil Jones, Illinois Senate President, will place the matter before Governor Blagojevich in hopes of accelerating the process.

A discussion, led by Pam Kohlbacher regarding the Vermont Software system, enabling online registration ensued. Negotiations to jointly order said software for the Park District and the SSSRA at reduced cost are under consideration.

D. Financial and Planning

No report

E. Township Planning Commission

Mike Constantine informed the Board of plans to construct a Home Depot store in available land space at the Dominick's plaza on St. Francis and LaGrange. If approved at this site, the District's E.A.V. would be positively impacted.

F. Lincoln-Way Area Parks

No report

G. Carnival

Jim Randall reported on the Girl Scout's proposal to sell boxed chicken dinners at the carnival on Sunday, August 8, 2004.

Jim Randall stated that Star Video, located on Harlem Avenue and Benton Drive, Frankfort, is proposing to sell 3-D glasses at the carnival for enhanced firework's viewing. Said glasses would sell for a sum of \$1.00 per single unit.

Jim Randall informed the Board that \$2,500 in fireworks donations has been received to date from area business and organizations.

H. Golf Course

Jim Randall apprised the members that April revenue is keeping pace with the 2003 income levels, despite the fact that four days of course operation were lost due to inclement weather.

Jim reported on the following course improvements: drain tile repair, completion of swale work, and a sandstone dam was erected.

Phill Cherry led a discussion regarding the hydro seeding projects following the purchase of the Finn 900 HydroSeeder as referenced by motion 04-192, dated March 24, 2004. Implementation of said tool has been highly effective and successful.

IX. Old Business

Jim Randall updated members on the progress of Plank Trail Park. Staff is currently researching gazebo designs to be presented to the Board at the May 28, 2004 meeting. Tree work at this site is nearing completion, and Developer, Chuck Bruti is working out final details regarding installation of a path that will connect to Plank Trail.

X. New Business

President, Pam Kohlbacher inquired into the source of recent tree plantings in the community. Jim Randall stated the township planted trees on easement property in the Farmbrook and Rainford subdivisions, and along 80th Avenue.

President, Pam Kohlbacher proposed offering a wiffle ball league in future brochures.

XI. Executive Session

Ken Blackburn made motion 04-198 to enter into Executive Session. Mike Constantine seconded. Motion passed unanimously.

Jim Randall presented the Board with detailed information regarding proposed land acquisition for installation of additional ball fields, mandated by the 2003 referendum. An aerial map of a potential site was rendered for review, and pending Board approval, the Park will seek an appraisal of the property.

Ken Blackburn made motion 04-199 to go out of Executive Session. Jill Simmons seconded. Motion passed unanimously.

XII. Adjournment

Ken Blackburn made motion 04-200 to adjourn the meeting at 8:00 p.m. Jill Simmons seconded. Motion passed unanimously.

Respectfully submitted:

Linda Mitchell

Board Meeting Minutes-Closed Session
April 28, 2004

Motion 04-188 made by K. Blackburn, seconded by M. Constantine to go into executive session.
Motion carried unanimously.

Executive Director, J. Randall provided details regarding proposed land acquisition that would enable the installation of additional ball fields per the 2003 referendum.

Motion 04-199 made by K. Blackburn, seconded by J. Simmons to return to open session.
Motion carried unanimously.