

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

May 25, 2005

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 7:00 p.m.

II. Pledge of Allegiance

III. Roll Call

Present were: Ken Blackburn, Pam Kohlbacher, Barb Libowitz, Dave Macek, Jeff Roach, and Jill Simmons.

Absent was: Phill Cherry

IV. Public Input

No input

V. Correspondence

The following notes and letters were distributed for Board review:

- A. Correspondence between Jim Randall and a park district resident regarding the proposed park site in Brookside Glen.
- B. Congratulatory letters from State Representative Renée Kosel, the IAPD, and local agencies regarding the park district's gold medal finalist nomination.
- C. Letters of appreciation directed to Superintendent of Early Childhood Programming, Brenda Kushner and her preschool staff.

VI. Presentation of the April 27, 2005 Board Meeting Minutes

Ken Blackburn made Motion 05-288 to accept the April 27, 2005 Board Meeting Minutes as presented. Jill Simmons seconded. Motion carried.

VII. Election of Officers

Jill Simmons made Motion 05-289 to open the floor for nomination of officers. Dave Macek seconded. Motion carried in a vote by voice.

Ken Blackburn made Motion 05-290 to nominate Pam Kohlbacher as President. Barb Libowitz seconded. Motion carried in a vote by voice.

Pam Kohlbacher made Motion 05-291 to nominate Ken Blackburn as Vice President. Jill Simmons seconded. Motion carried in a vote by voice.

Dave Macek made Motion 05-292 to close the floor for nominations. Jeff Roach seconded. Motion carried in a vote by voice.

VIII. Board Appointments

President Pam Kohlbacher appointed Jim Randall to serve as Secretary of the Board of Commissioners. Mr. Randall accepted said appointment, no discussion.

President Pam Kohlbacher appointed Robert Guler to serve as Treasurer of the Board of Commissioners. Mr. Guler accepted said appointment, no discussion.

President Pam Kohlbacher appointed Jim Randall to the Lincoln-Way Area Parks Board. Mr. Randall accepted said appointment, no discussion.

President Pam Kohlbacher appointed Dick Hutchison to serve as Park Attorney. Mr. Hutchison accepted said appointment. Jim Randall expressed appreciation to Mr. Hutchison for his past 32 years of service and continued commitment to the park district.

It was decided that park district Board Meetings shall be conducted on the third Thursday of each month at the Frankfort Square Park District Administration building, located at 7540 W. Braemar Lane, Frankfort, Illinois at 7:00 p.m.

Check signing authority was granted on a renewal basis to the following individuals: Jim Randall, Bob Guler, Audrey Marcquenski, Jeff Mecher, Ken Blackburn, and Pam Kohlbacher.

The Board named Frankfort Neue Presse as the newspaper of choice for legal ad publications.

Jill Simmons volunteered to serve on the Frankfort Township Planning Commission. No discussion.

President Pam Kohlbacher appointed Jim Randall to the SSSRA Board. Mr. Randall accepted said appointment, no discussion.

IX. Legal Report

Park Attorney, Dick Hutchison presented Ordinance No. 05-05-178, Intergovernmental Agreement, drafted by Summit Hill School District 161 Attorney Donald E. Renner III, of Klein, Thorpe, and Jenkins, LTD.

Jill Simmons made Motion 05-293 to adopt Ordinance No. 05-05-178, Intergovernmental Agreement by and between the Frankfort Square Park District and Summit Hill School District 161, authorizing construction of a linear strip parking lot at Hilda Walker Intermediate School for shared use. Ken Blackburn seconded. Following a full discussion, motion carried.

Jim Randall requested and received a confirmation letter from the law offices of Chapman and Cutler LLP regarding park district debt limitations. Per Park Code of the State of Illinois, the Frankfort Square Park District does not exceed its debt limit.

X. Treasurer's Report

Jill Simmons made Motion 05-294 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

Pam Kohlbacher read Ordinance No. 05-05-179, \$200,000 Installment Contract with First United Bank into the record, for Board consideration.

Jill Simmons made Motion 05-295 to adopt Ordinance No. 05-05-179, authorizing the Frankfort Square Park District to enter into an installment contract with First United Bank for the purpose of constructing two maintenance storage buildings to be located on park district property. Ken Blackburn seconded. Motion carried.

Pam Kohlbacher read Ordinance No. 05-05-180, \$344,000 Installment Contract with First United Bank into the record for Board consideration.

Ken Blackburn made Motion 05-296 to adopt Ordinance No. 05-05-180, authorizing the Frankfort Square Park District to enter into an installment contract with First United Bank for the purpose of funding two projects in advance of the release of state grant awards administered by the IDNR. Dave Macek seconded. Following a full discussion, motion carried.

Jim Randall requested Board approval to grant authorization for Robert J. Guler to replace Marge Johnson in performing all administrative services necessary for the maintenance of the park district's 403B fund. Mr. Randall further informed the Board of a need to readopt the investment program Resolution at the June meeting, amending the original document per established and necessary revisions.

Ken Blackburn made Motion 05-297 to authorize Robert J. Guler to perform administrative services related the park district's 403B Fidelity Investment Fund. Dave Macek seconded. Following a full and complete discussion, motion carried.

XI. Executive Director's Report

Jim Randall commented on various events and activities which were well attended by residents, i.e. 300+ hundred at the 5th & 6th grade dance, over 900 at the dance recital at Andrew High School. Mr. Randall received many positive comments from residents who attended the recent events, and commended Audrey Marcquenski and her Recreation staff for their efforts in insuring the successful programming.

Jim Randall expressed satisfaction with the great strides JoAnn Kraft and Deb Cancialosi made in developing the RecTrak database. Their endeavors facilitated effortless entry of registrations into the new software system.

Jim Randall cited Brenda Kushner, Superintendent of Early Childhood Programming, and her outstanding staff for the high quality preschool, noting it is a benchmark in park district programming. Mr. Randall stated that Mrs. Kushner's 24+ years of service is key to the program's success.

Jim Randall noted challenges Jeff Mecher, Superintendent of Parks and Facilities and his staff have faced in keeping pace with maintenance duties in our expanding district. Seasonal staff members are scheduled to return within the next two weeks, and will be a welcome addition to the department, allowing staff to catch up on necessary detail work throughout the parks and facilities.

Square Links Golf Course is enjoying an extremely successful year to date, due to the hard work and dedication of Bob Guler, Superintendent of Golf Operations, and Ray Schmitz, Superintendent of Golf Maintenance.

Jim Randall stated the Frankfort Township road project should be completed by Father's Day weekend, June 18th-19th.

Jim Randall sought Board approval purchase a new mower. The existing John Deere mower will be used for a trade in value of \$7,000, resulting in a total unit price of \$4,456. Said purchase is within budget and will increase productivity through shared use at the golf course and various park facilities.

Jeff Roach made Motion 05-298 to purchase Kubota Model ZD28F riding mower at a price, with trade-in, not to exceed \$4,456. Barb Libowitz seconded. After full discussion, motion carried.

Jim Randall informed the Board that the production firm of Edelman will be shooting aerial footage on Wednesday, June 1st for the required Gold Medal video.

Engineering and architectural design phases for the bike path, storage facility construction, and Union Creek projects are now complete. Jim Randall anticipates the need to call a special meeting in June in seeking Board approval to ratify the bid process of said projects.

Jim Randall stated renderings of the proposed park site in Brookside Glen should be available for resident presentation at the August Board meeting. Construction of said park facility will not begin until the spring of 2006.

XII. Committee Reports

A. Maintenance

Jeff Mecher's report contained sufficient information for Board review.

B. Recreation

Jenny Santor, long-time dance instructor for the park district has resigned her position, creating a need to hire a new instructor for this popular park district program.

C. Special Recreation

Jim Randall stated SSSRA is in the process of completing a needs assessment and master plan with the assistance of Drs. Anthony J. Zito and Ann Zito.

Staff reviews are currently underway, and Mr. Randall noted SSSRA is functioning well with the new staff in place.

D. Finance and Planning

No report

E. Township Planning Commission

No report

F. Lincoln-Way Area Parks

Jim Randall reported that the L.A.P. program is winding down following a successful, well-managed season.

G. Carnival

Jim Randall reported that there are no changes to plans, detailed in the April 27, 2005 Minutes.

H. Golf Course

Pam Kohlbacher commented on positive comments she received regarding the superior condition of Square Links Golf Course.

XIII. Old Business

No report

XIV. New Business

Jim Randall presented a draft copy of the Budget and Appropriation Ordinance for Board review prior to its passage at the July meeting.

XV. Adjournment

Ken Blackburn made Motion 05-299 to adjourn the meeting at 7:40 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

June 16, 2005

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 7:00 p.m.

II. Pledge of Allegiance

III. Roll Call

Present were: Ken Blackburn, Phill Cherry, Pam Kohlbacher, Barb Libowitz, Dave Macek, and Jeff Roach.

Absent was: Jill Simmons

IV. Public Input

No input

V. Presentation of the May 25, 2005 Board Meeting Minutes

Ken Blackburn made Motion 05-300 to accept the May 25, 2005 Board Meeting Minutes as presented. Barb Libowitz seconded. Dave Macek and Phill Cherry abstained. Motion carried.

VI. Legal Report

Attorney, Dick Hutchison reported that he has been working through technicalities raised by First United Bank's new attorney regarding installment loan contracts ordinances adopted via Motion 05-295 and Motion 05-296.

VII. Treasurer's Report

Barb Libowitz made Motion 05-301 to accept the Accounts Payable Listing, pending audit. Ken Blackburn seconded. Motion carried.

VIII. Video Presentation

As phase two of the Gold Medal Awards judging requirements, a video supporting the written facts contained within the application was created. Jim Randall offered said video for viewing.

IX. Union Creek Park Improvement Project

Jessica Zolecki, St. Francis University student intern presented her field research project to Commissioners. Ms. Zolecki studied successful dog park facilities in Illinois and Florida to determine general guidelines for the park district's facility to be constructed at Union Creek Park. Her findings were detailed in a comprehensive packet and distributed for Board review and consideration.

Following a brief oral presentation, Ms. Zolecki opened the floor to input and questions from the Board.

Commissioners will consider Jessica Zolecki's recommendations and finalize rules and regulations for the park facility at an upcoming Park Board meeting.

X. Executive Director's Report

Jim Randall spoke on the success of the park district's summer internship program. Jessica Zolecki is the first intern to work with the district, and has proven to be a valuable asset. Ms. Zolecki has supported all departments and gained valuable experience and is learning all facets of park district operations. Jim Randall highly recommends implementing an internship program in the future.

Mr. Randall commented on the amount of work Audrey Marcquenski and Linda Mitchell did to insure a successful Gold Medal application and subsequent video summary. In addition, Jeff Mecher and his maintenance staff provided logistic support during the filming procedure. The original 2003 video has proven to be a useful tool, showcasing the park district's facilities and services, and has practical applications beyond the Gold Medal program function. Copies of the 2005 video will be distributed to FCTV, community leaders, and is used as an introductory tool for new employees and residents alike.

Jim Randall is currently working through negotiations with two subdivisions. The land donated is not in keeping with customary quality, subsequently, Mr. Randall is working to adjust the park donation agreement to compensate for the poor quality of donated acreage.

Ken Blackburn made Motion 05-302 authorizing Jim Randall to amend criteria of the park donation agreement, increasing the cash donation to twice the customary agreed upon amount. Phill Cherry seconded. Motion carried in a vote by voice.

Final bid documents for the Union Creek Park improvement projects will be completed prior to July 4, 2005, and a bid opening is scheduled for July 20, 2005.

A bid opening for the park district's bike path was conducted on Wednesday, June 16, 2005. The park district is still awaiting permit issuance, and construction is expected to begin shortly after July 4, 2005.

The park district is awaiting permit issuance for the Community Center storage facility.

St. Francis road construction is nearing completion. The retaining wall is complete, and final fencing of the golf course is underway.

Commissioner Phill Cherry inquired into the possibility of installing a security system at the golf course pump house. Jim Randall has researched a digital motion detection system with a remote satellite feed at a cost of \$7,000.

Jim Randall reported that individuals were apprehended and prosecuted following a vandalism spree at the Summit Hill concession stand.

The Wildcat Football organization has requested permission to erect a stairway and decking to the existing press booth tower. Jim Randall has requested the organization seek permit issuance through the county, as construction of said structure could create serious liability issues for the park district if all applicable ordinances and safety guidelines are not followed.

XI. Committee Reports

A. Maintenance

Jim Randall reported that many projects are being accomplished on a timely basis, and credits the seasonal staff, new equipment approved by the Board, and the recent hiring of golf course grounds maintenance staff Ray Schmidt and Joe Domagalski, enabling Jeff Mecher and crew to concentrate on park facilities.

B. Recreation

The summer day camp program is enjoying a successful season and numbers have increased. Chyenne Friehe, Recreation Supervisor has instituted new ideas and field trips for the program.

C. Special Recreation

A new Board Chairman will be chosen, replacing Jim Randall following his one-year tenure in that role.

Mr. Randall reported that the organization is running well with new staff in place.

D. Finance and Planning

Jim Randall contacted the firm of Chapman Cutler regarding financial contracts with First United Bank, insuring proper compliance.

E. Township Planning Commission

No report

F. Lincoln-Way Area Parks

L.A.P. has concluded its regular season, and the program is now implementing its abbreviated summer session.

G. Carnival

No report

H. Golf Course

Staff is preparing for the upcoming Father's Day weekend, historically the busiest day at the golf course.

XII. Old Business

Board President, Pam Kohlbacher inquired into the state of the drainage area in Brookside Glen, which has proved problematic in the past. Jim Randall reported that Jeff Mecher, Superintendent of Parks and Facilities has developed a list of all facilities and projects and is working diligently to proactively approach all maintenance issues.

Jim Randall distributed a listing of donations received for the girls softball program and the summer fireworks display. Approximately 50% of the fireworks cost has been received in donations to date.

Pam Kohlbacher commented on the beautiful job of designed planting done by Indian Trail staff member, Julie Arvia completed at Indian Trail with the assistance of students. Ms. Arvia has done a wonderful educating the children in horticultural matters while beautifying the site. Ms. Kohlbacher encouraged Board Members to visit the site and view said plantings.

XIII. New Business

No report

XIV. Adjournment

Ken Blackburn made Motion 05-302 to adjourn the meeting at 7:50 p.m. Phill Cherry seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

PUBLIC HEARING

JULY 21, 2005

The following are Minutes of a Public Hearing of the Frankfort Square Park District Board of Commissioners held at the Park District Administration Building regarding the passage of the Budget and Appropriation Ordinance No. 05-07-182.

I. Call to Order

The Meeting was called to order at 6:30 p.m.

II. Roll Call

Present were: Ken Blackburn, Phill Cherry, Barb Libowitz, Dave Macek, Jeff Roach, and Jill Simmons.

Absent was: Pam Kohlbacher

III. Public Hearing

A sample copy of the Budget and Appropriations Ordinance for fiscal year beginning May 1, 2005 and ending April 30, 2006 was on display at the park district office from June 21st through July 21st for public review.

A legal ad, noting the date, time, and place of the public hearing was published in the Thursday, July 14th edition of the Frankfort Neue Presse.

As no members of the public were in attendance, no input was presented.

IV. Adjournment

Phill Cherry made motion 05-303 to adjourn the public hearing at 6:55 p.m. Dave Macek seconded. Motion passed unanimously.

Respectfully submitted:

Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

July 21, 2005

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 7:00 p.m.

II. Pledge of Allegiance

III. Roll Call

Present were: Ken Blackburn, Phill Cherry, Barb Libowitz, Dave Macek, Jeff Roach, and Jill Simmons.

Pam Kohlbacher arrived at 7:30 p.m.

IV. Public Input

No input

V. Presentation of the June 16, 2005 Board Meeting Minutes

Jeff Roach made Motion 05-304 to accept the June 16, 2005 Board Meeting Minutes as presented. Barb Libowitz seconded. Motion carried in a vote by voice.

VI. Legal Report

Park Attorney, Dick Hutchison, was unable to attend the July meeting, and Jim Randall orally presented his written report as follows:
Transfer of properties located at Plank Trail, White Oak Estates, and Candle Creek subdivisions are now complete. An outstanding tax bill in the amount of \$700 remains outstanding in the Plank Trail subdivision.

Jim Randall reported that the park district accepted the White Oak Estates and Candle Creek sites and installed playground equipment prior to finalization of punch lists, due to a high level of confidence the district has with both developers.

Jim Randall presented Prevailing Wage Ordinance No. 05-07-181, an annual requirement, for Board consideration.

Jill Simmons made motion 05-305 to adopt Prevailing Wage Ordinance #05-07-181 as presented. Barb Libowitz seconded. Motion carried.

Dick Hutchison assisted in completing installment loan contracts with First United Bank, (*reference May Minutes, Motion 05-295 and 05-296*).

VII. Treasurer's Report

The annual audit is in process and should be finalized by August or September. The comprehensive inventory of park district assets has been completed, in accordance with GASB-34, and the report will be included in the Financial Statements F.Y. Ended 4/30/05.

Barb Libowitz made Motion 05-306 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

Jill Simmons made motion 05-307 to accept the Budget and Appropriation Ordinance No. 05-07-182 as presented. Dave Macek seconded. Park Attorney, Dick Hutchison will file the ordinance and supporting documents with Will and Cook counties.

VIII. Executive Director's Report

The park district is currently working with an electrical engineer to develop a grounding rod design plan insuring safety of the Candle Creek playground. The site is located in close proximity to high tension wires, and extraordinary efforts are being made to design a grounding system that will eliminate conduction of static electricity.

Site preparation of the Community Center pole building is currently underway with an expected construction commencement date of Aug. 20th or September 1st. Both buildings should be complete by the middle of September. It is anticipated that a permit will be issued for the golf course structure within a week to ten days, at which time site preparation can begin.

Final documents should be forwarded to the county for permit issuance to construct the bike trail. Said project could be completed by the end of the year.

A bid opening for the Union Creek Park Improvement Project will be conducted on Wednesday, August 3, 2005. Improvements should be completed by the end of the fall 2005 season.

Maintenance staff installed new football goal posts at the Wildcats football field.

Recreation staff are in the process of developing programs for the fall brochure, scheduled to go to the printer on August 3rd.

Commissioners will meet with Park Superintendent, Jeff Mecher for a tour of park facilities on Thursday, August 11th.

Rose Paving has been contracted to seal coat the parking lot at Square Links Golf Course, a project that is currently underway.

A practice sand trap has been installed at the golf course at the end of the driving range. Sod will be laid around the fringe area on July 28th, and the practice area will be ready for play by the end of the month.

Jim Randall successfully completed negotiations with the Saint Francis Estates developer as referenced in the June 16, 2005 Minutes, Sect. X. Executive Director Report, par. 3. A large amount of property and twice the normal cash donation sought by the park district was agreed upon by the developer.

Large revenue streams are anticipated in the coming years due to subdivisions that will be built within park district borders. An increase in park land from the current 450 acres to approximately 800 acres will greatly increase general maintenance responsibilities and costs. The Board will need to evaluate maintenance staffing over the winter months.

IX. Committee Reports

A. Maintenance

Jeff Mecher's monthly report contained sufficient information for Board review.

B. Recreation

Jim Randall noted that Chyenne Friehe, Recreation Supervisor, is a nice addition to the recreation staff.

The park district is very pleased with summer intern, Jessica Zolecki. Her internship will conclude on August 15, 2005, and due to the success of the program, Jim Randall recommends the Board consider offering internships in the future, employing a selective process.

The Splash Park is still operating at a loss, with monthly water costs of \$800-\$900. Staff continues to evaluate the operation, and is considering a Memorial Day to Labor Day season for the facility. A special promotion will be run in August, wherein patrons can purchase a single session wristband allowing entrance into all three sessions.

C. Special Recreation

Drs. Anthony and Ann Zito completed a comprehensive assessment of the SSSRA. Recommendations for the development of a plan implementing the objectives will be presented at an upcoming Board meeting.

D. Finance and Planning

No report

E. Township Planning Commission

Commissioner Jill Simmons attended the July Planning Commission meeting, wherein vacant land located at Pine Hill Road and St. Francis, recently rezoned for multi-family senior housing units was voted upon. Plans to erect four condominium units with full garages met with preliminary Township Planning Commission approval.

F. Lincoln-Way Area Parks

L.A.P. is opened during the summer months with limited programming and hours.

G. Carnival

The annual carnival, currently underway, will run from Wednesday, July 21st through Sunday, July 24th.

Jim Randall reported on \$290 in presales of mega passes.

A strong police presence from the Tinley Park Police Department has been secured to insure a safe event.

Jim Randall proposed the purchase of Deb's Deli Wagon, currently being used by the baseball league for carnival concessions, for future use by the district. Said unit will sell for a price of \$10,000 to \$15,000 and can be used at various sporting events, the annual carnival, and programs such as the fishing derby. The unit transports well and complies with Will County Health Department guidelines. The Board is considering the purchase, and directed Mr. Randall to make necessary inquiries.

H. Golf Course

Golf course management is working on a late summer promotion, wherein patrons can purchase one round of golf and receive an additional round at half price.

X. Old Business

Board President, Pam Kohlbacher led a discussion regarding the dog park improvement project. Questions were raised in regards to separate areas for large and small dogs, and whether children will be allowed entry to the facility. Jim Randall reported that he will meet with Jessica Zolecki, park intern, and Recreation Superintendent, Audrey Marcquenski to finalize final design, rules, and fee structure. Ms. Zolecki will present final plans to the Board at the August meeting.

XI. New Business

Jim Randall reported on the upcoming tour for Commissioners conducted by Park Superintendent, Jeff Mecher, on August 11, 2005.

Pam Kohlbacher reported that she attended a Lincoln-Way planning meeting, and Dr. Wyllie offered high praise to the Frankfort Square Park District and Executive Director, Jim Randall.

XII. Adjournment

Phill Cherry made Motion 05-308 to adjourn the meeting at 8:00 p.m. Jill Simmons seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

August 18, 2005

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 7:00 p.m.

II. Pledge of Allegiance

III. Roll Call

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

Absent was: Jeff Roach

IV. Public Input

No input

V. Presentation of the July 21, 2005 Board Meeting Minutes

Ken Blackburn made Motion 05-309 to accept the July 21, 2005 Board Meeting Minutes as presented. Dave Macek seconded. Pam Kohlbacher abstained. Motion carried.

Ken Blackburn made Motion 05-310 to accept the July 21, 2005 Public Hearing Minutes as presented. Jill Simmons seconded. Pam Kohlbacher abstained. Motion carried.

VI. Legal Report

Attorney Dick Hutchison presented a Will County filing receipt for the Prevailing Wage Ordinance No. 05-07-181 and a Cook County filing receipt for Budget and Appropriation Ordinance No. 05-07-182.

Attorney Hutchison worked with Jim Randall in finalizing developer donation agreements and once titles are cleared, Mr. Hutchison will file for tax exemptions for the following subdivisions: Bruti Development, Crystal Lake, Blue Danube/Shimmering View, and White Oak Estates. Jim Randall stated the park district will receive an additional \$20,000 over normal impact fees for the Crystal Lake Townhomes subdivision to complete wetland plantings and tree replacement. The aforementioned sites are either complete or currently at various stages of completion. Park land donation within said subdivisions will increase park district owned acreage by approximately thirty acres.

A discussion regarding the relocated Crystal Lake Townhomes playground ensued. The site, moved due to static electric issues from overhead power lines, meets minimum requirements for location in close proximity to a water source. A safety sign will be posted at said site.

Attorney Hutchison stated no requirement for legal publication existed for the dog park ordinance, but commented on the need to clearly post rules so patrons will aware of regulations governing use of said facility.

Jim Randall presented Ordinance No. 05-08-183 Rules for Governing the Use of the Park District Simba and Nala's Dog Park, and recommended Board adoption of same.

Ken Blackburn made Motion 05-311 to adopt Ordinance No. 05-08-183 as presented. Dave Macek seconded. Following a full discussion, motion carried.

Pam Kohlbacher expressed appreciation to summer intern Jessica Zolecki for her hard work in the planning phase and research for the dog park.

VII. Treasurer's Report

Jill Simmons made Motion 05-312 to accept the Accounts Payable Listing, pending audit. Barb Libowitz seconded. Motion carried.

VIII. Executive Director's Report

Jim Randall reported on the 2005 audit, currently underway, and stated the GASB-34 inventory is now complete.

Jim Randall led a discussion regarding increasing incidents of vandalism. Mr. Randall suggested the Board consider conducting a Town Hall Meeting on November 17, 2005 to update residents on park district news and to focus on the growing vandalism problems, addressing proactive measures to prevent future incidents. Various community groups, police and fire departments, township and village officials, along with residents will be invited to attend and offer input regarding possible solutions.

Jim Randall reported on four separate occasions wherein ambulances were summoned to treat participants for various injuries/illnesses at the golf course, summer carnival, the Skate Park, and Splash Park this summer. Staff followed developed guidelines, enabling quick 9-1-1 response times. Follow up calls were placed to all parties involved.

Jim Randall informed the Board on the progress of permitting status for pending projects. The bike path, community center pole barn permits were received, and the golf course pole barn permit is awaiting final approval.

Jim Randall spoke with a representative from the Frankfort Area Jaycees regarding the progress of the Community Center building. It is hoped that the structure will be completed by October, enabling the organization to conduct their annual Haunted House event at the Administration Building site.

A tentative rendering of the Brookside Glen East Park will be made available for Board review by August 29, 2005. Said rendering, developed by landscape designer John Vann, includes a path, native Illinois shade trees, basic playground design, and open space as indicated through survey results tendered by residents living within the service area of the proposed park. Renderings will then be mailed to homeowners living in proximity to the site, and a public hearing will be conducted in advance of the September meeting allowing residents to discuss the park plans and offer further input.

A request made by the Southwest Symphony Orchestra to hold an outdoor event at the Community Center on September 11, 2005 was rescinded due to the expense the organization would incur in securing an alcohol permit.

Jim Randall has been in communication with the President of the Crystal Lake Townhome Association regarding the recently relocated playground as referenced in Section V. Legal Report. Concerns voiced by the organization have been duly noted and they are equally aware of the park district's position on the issue.

Jim Randall has been working with a resident from the Lake of the Glens condominiums regarding the state of an existing pond within the subdivision. The park district is working to address this and several other issues raised by concerned residents.

Jill Simmons made motion 05-313 to purchase a concession trailer for a sum not to exceed \$13,200, as previously discussed during the July 21, 2005 Board Meeting (*ref. 7/21/05 Board Minutes, Section IX-Committee Reports, Par. G-Carnival*). Dave Macek seconded. Following a full and complete discussion, motion passed.

Jim Randall provided updated information regarding the progress of the park improvement project at Union Creek Park. Currently, the park district is under the prescribed Lawcon/OSLAD budget by approximately \$40,000, but plumbing fixtures and additional amenities will resolve the deficit, thereby enabling the release of the maximum allowable grant sum. Mr. Randall is optimistic that the majority of improvements will be completed and ready for use in the fall of 2005.

Jim Randall presented the Board with a preliminary plat of proposed multi-family units to be constructed at St. Francis and Pine Hill, and a discussion regarding the development ensued. It was determined that the Board finds the density the development represents to be unacceptable at the designated location.

Dave Macek made Motion 05-314 to direct park representative Jill Simmons to raise objections the Board has in regards to the Hawthorne Lakes Phase IV development at future Frankfort Township Planning Commission meetings. The Board also directs Executive Director Jim Randall to draft a letter to Will County reflecting the view of the Frankfort Square Park District on this matter. Ken Blackburn seconded. Following a full and complete discussion, motion carried.

IX. Committee Reports

A. Maintenance

Jeff Mecher's August report contained sufficient information for Board review.

B. Recreation

Jim Randall reported on the August 17th mailing of the fall brochure.

C. Special Recreation

Jim Randall reported on a luncheon that was held in Executive Director Janet Porter's honor, marking her 20 year anniversary with SSSRA.

D. Finance and Planning

Jim Randall was pleased to inform Board Members that seasonal salaries came in under budget for the 2005 season.

E. Township Planning Commission

No report

F. Lincoln-Way Area Parks

Swim parties will be a new addition to programs offered through LAP, beginning this fall season.

G. Carnival

No report

H. Golf Course

Revenue numbers are good, and management has arranged for a smooth transition from summer to fall staffing.

X. Old Business

No report

XI. New Business

Jim Randall informed Board Members that the September Board Meeting will include an Executive Session.

XII. Adjournment

Ken Blackburn made Motion 05-315 to adjourn the meeting at 8:00 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

September 15, 2005

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 7:05 p.m.

II. Pledge of Allegiance

III. Roll Call

Board Members Present were: Ken Blackburn, Phill Cherry, Barb Libowitz, Dave Macek, Pam Kohlbacher, Jeff Roach, and Jill Simmons.

Others Present: Park District Attorney, Dick Hutchison

IV. Public Input

Two residents residing on Lakeside Drive arrived after the conclusion of the Brookside Glen East Park public hearing and the Public Input section of the meeting, but were given an opportunity to speak before the Board. Both individuals expressed satisfaction with the proposed design of the park, stating the facility will beautify the area. Jim Randall offered a brief synopsis of the public hearing that was held in advance of the Board Meeting, and the residents voiced support of a bike path at the site.

V. Presentation of the August 18, 2005 Board Meeting Minutes

Phill Cherry made Motion 05-316 to accept the August 18, 2005 Board Meeting Minutes as presented. Dave Macek seconded. Motion carried.

VI. Legal Report

Dick Hutchison addressed the issue of contracting off-duty police to patrol park district properties, a potential measure proposed by Executive Director Jim Randall, due to the serious nature of recent vandalism incidents. The Board will need to pass a resolution which would require legal posting fifteen days in advance of passage. Residents would have the option to object to the parameters of said resolution by picking up a petition at the park district. If objections are raised by more than 10% of registered voters, the issue would then need to go to referendum.

Attorney Hutchison reported on four property acquisitions. Two are complete and two are currently pending. Mr. Hutchison will work on obtaining tax exempt status of said properties.

Jim Randall noted that Mr. Hutchison successfully expedited the release of \$20,000 from the developer of Crystal Lakes Townhomes subdivision, rendered in addition to meeting the normal park donation agreement. Said monies will be used to correct current deficiencies existing in the general landscape provided through the developer.

VII. Treasurer's Report

Ken Blackburn made Motion 05-317 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

Greg Miller, C.P.A. for the independent audit firm of Wermer, Rogers, Doran and Ruzon will attend the October Board Meeting for the purpose of presenting the completed Financial Statements F.Y. Ended 4/30/04.

VIII. Executive Director's Report

Jim Randall discussed vandalism which occurred on September 3, 2005, wherein the playground located on Community Center grounds at Arran Drive was destroyed by fire deliberately set by unknown vandals. A sign offering reward for the successful arrest and conviction was posted at the site, and the Will County Sheriff's Department has assigned a case number and a detective is currently pursuing leads. An insurance adjuster surveyed the damage, reporting a total loss. Removal will take place during the week of September 19th, with replacement equipment being delivered in November, 2005.

The Board will take relocating the playground under advisement, following discussions with nearby residents voicing complaints, but the present location was chosen due to proximity to the ball diamond and parking lot, and high visibility factor. Neither the park district nor the Will County Sheriff's Department has record of complaint calls from residents.

Measures to prevent future vandalism occurrences were discussed fully, and at the conclusion, it was decided that proactive steps will be taken to safeguard park district properties.

Jim Randall reported on the re-bid of the bike path. Fawn Landscaping bid \$250,980, reflecting a sum of \$100,000 below budget numbers. Said project will begin within the next two weeks.

Updates on the OSLAD funded project at Union Creek Park were presented. The A.D.A. playground is complete, the elevated gardens are being installed, the band shell foundation will be poured on September 16th, and sewer and water are in place for the dog park.

Construction of pole buildings at the Community Center and golf course are underway, and framing should begin within the next ten business days.

IX. Committee Reports

A. Maintenance

Jeff Mecher's report contained sufficient information for Board review.

B. Recreation

Jim Randall reported on the success of the annual fishing derby, held on September 3, 2005, at Woodlawn Park pond.

C. Special Recreation

No report

D. Finance and Planning

As referenced in Section VII, Treasurer's Report, C.P.A. Greg Miller will present the completed audit, detailing the new format introduced through GASB-34.

Jim Randall reported the park district's E.A.V. will increase from \$10 million to \$25 million. Said increase, based upon tax monies received from the Manheim Auto Auction, will result in a net increase of \$70,000 to the district annually.

E. Township Planning Commission

No report

F. Lincoln-Way Area Parks

No report

G. Carnival

Jim Randall reported he received a letter from Illinois Attorney General, Lisa Madigan, regarding recommendations for running background checks on carnival employees. Mr. Randall has taken the matter under advisement and will pursue checks of vendors and carnival employees at future events, further insuring the safety of all participants.

H. Golf Course

Jim Randall reported that Victor Andrew High School recreation classes, comprising 270 students, have been utilizing the golf course along with golf teams from Lincoln-Way East and Victor Andrew High Schools.

Revenues are projected to possibly exceed \$300,000. A comparison shows a marked increase over the \$170,000 income earned in 2002. Consideration will be given to either paying down the course debt or making additional capital improvements, or possibly transfer money back into the district.

X. Old Business

No old business was discussed.

XI. New Business

Due to a scheduling conflict with the NRPA Congress, the October Board Meeting, normally held the third Thursday in October, will be rescheduled to October 27, 2005, and notice will be posted for public display.

A Town Hall Meeting will be held in November. The Will County Sheriff's Department, Tinley Park Police Department, community groups and residents will be invited to attend the second annual event. Following a "State of the Park" address, increasing vandalism in our parks will be discussed in an open forum, and ways to safeguard park district properties and facilities will be studied.

XII. Executive Session

Ken Blackburn made Motion 05-318 to enter into Executive Session. Phill Cherry seconded. Motion carried.

Dave Macek made Motion 05-319 to go out of Executive Session. Jill Simmons seconded. Motion carried.

XIII. Adjournment

Ken Blackburn made Motion 05-320 to adjourn the meeting at 8:12 p.m. Phill Cherry seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

October 27, 2005

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 7:00 p.m.

II. Pledge of Allegiance

III. Roll Call

Board Members Present were: Ken Blackburn, Phill Cherry, Barb Libowitz, Pam Kohlbacher, and Jeff Roach.

Absent was: Dave Macek and Jill Simmons.

Others Present: Park District Attorney, Dick Hutchison, Greg Miller, C.P.A., Wermer Rogers, Doran and Ruzon.

IV. Presentation of Financial Statements F.Y. Ended 4/30/05

Greg Miller, C.P.A. for the independent audit firm of Wermer, Rogers, Doran and Ruzon presented the completed Financial Statements F.Y. Ended 4/30/05, and was on hand to answer questions posed by Board Members regarding the annual audit and GASB-34.

V. Public Input

No input

VI. Legal Report

Park Attorney Dick Hutchison reported on difficulty he encountered in completing deed transfers for four parcels of property located in the Plank Trail subdivision. The developer, Bruti Associates Ltd., deeded the parcels out of the land trust and placed them into a living trust which complicated the process. Mr. Hutchison will work toward resolve of the matter.

Attorney Hutchison discussed the need to obtain the original park district plat in order to clear up a matter wherein the Village of Tinley Park states land east of Harlem and north of Vollmer and West of Ridgeland has been left out of the tax roles. Park staff will locate annexation documents for Mr. Hutchison to clear up the matter.

VII. Presentation of the September 15, 2005 Board Meeting Minutes

Barb Libowitz made Motion 05-322 to accept the September 15, 2005 Board Meeting Minutes as presented. Phill Cherry seconded. Motion carried.

VIII. Passage of Ordinances

Park Secretary, Jim Randall read General Obligation Park Bond, Series 1989 Ordinance No. 05-10-185 into the record.

Ken Blackburn made Motion 05-323 to adopt Ordinance No. 05-10-185 as presented. Jeff Roach seconded. Motion carried in a vote by voice.

Park Secretary, Jim Randall read Bond Abatement-Series 2003, 2002, 1998 Ordinance No. 05-10-184 into the record.

Phill Cherry made Motion 05-324 to adopt Ordinance No. 05-10-184 as presented. Ken Blackburn seconded. Motion carried in a vote by voice.

IX. Treasurer's Report

Ken Blackburn made Motion 05-321 to accept the Accounts Payable Listing, pending audit. Phill Cherry seconded. Motion carried.

X. Executive Director's Report

Jim Randall presented a letter the park district received from the Plank Trail subdivision homeowner's association. Land was dedicated to the association which included a pond. Per the association's request, Jim Randall asked the Board to authorize Attorney Hutchison to accept said property for the purpose of perpetual maintenance of the site.

Phill Cherry made Motion 05-325 to accept the property in Plank Trail subdivision, and authorized Attorney Dick Hutchison to transfer said parcel. Cost of said transfer will be the responsibility of the subdivision's homeowner's association. Barb Libowitz seconded. Motion carried in a vote by voice.

Jim Randall reported on the completion of the dog park facility and elevated therapeutic garden at Union Creek Park. The band shell and pole barns should be completed by late November.

The bike trail project is nearing completion, and striping of the trail and installation of signage is scheduled for completion in mid to late November. Mr. Randall reported that he is happy with the outcome of the project and stated that it was done substantially under budget.

Jim Randall notified Board Members as to the outcome of the October 26th meeting with police and fire agencies regarding proactive approaches to vandalism within the district. Main points discussed were community involvement, encouraging dialog between jurisdictions, installation of signs denoting police and fire agencies serving particular park facilities. The meeting was recorded and minutes will be presented at the November Town Hall Meeting.

A discussion regarding the November Town Hall Meeting ensued, and Mr. Randall provided a brief synopsis of the meeting's agenda.

Jim Randall reported on previous plans to remove a jutting inlet from the pond located at the proposed Brookside Glen East park site which contains a ComEd transformer left after removal of a tower at the site. As installation of lighted fountains at the pond is under consideration, it may be in the best interest of the park district to leave the inlet intact, draw power from the existing electric service, and add natural plantings to improve the aesthetic value. A letter will be sent to residents after January 1, 2006 to request input regarding this improvement. Ken Blackburn inquired into the possibility of having the service moved approximately 15 feet from the existing site, and Mr. Randall will investigate the matter and report findings back to the Board at a future meeting.

Plans for the renovation of the Summit Hill concession stand were presented by Mr. Randall. It was determined to be more fiscally responsible to renovate the existing building, rather than razing the structure and rebuilding. The project could be scheduled over the winter months with staff doing a great deal of the demolition. The matter was tabled until additional plans can be drawn up for further study.

XI. Committee Reports

A. Maintenance

Jim Randall reported that staff is working on winterizing parks and facilities.

Installation of a second well at the baseball league fields is complete. The cost of installing said well will be recouped in one year through water savings. The park district now owns five wells, located at Summit Hill, Wildcat football field, U.C. #5, the baseball league fields, and the golf course, greatly minimizing municipal water expenses.

B. Recreation

Jim Randall reported on the success of the Halloween parties, held over the October 29th weekend, and that the soccer programs are going well.

C. Special Recreation

No report

D. Finance and Planning

Jim Randall referred to the financial statements provided by Wermer, Rogers, Doran, and Ruzon, as detailed in Section IV of these Minutes, and encouraged Board Members to direct questions to C.P.A. Greg Miller after studying the report.

E. Township Planning Commission

Pam Kohlbacher presented information on behalf of Jill Simmons regarding a recent meeting of the planning commission. The commission had an open discussion regarding the growing problem of vandalism in our surrounding communities particularly in the Mokena area.

F. Lincoln-Way Area Parks

No report

G. Carnival

No report

H. Golf Course

With the 2005 season coming to a close, Jim Randall reported that revenues fell slightly short of the projected \$300,000 mark. Mr. Randall recently met with directors from various agencies in the south suburbs who manage larger, 18-hole courses. The directors were reporting on flat sales, but shorter courses such as the Square Links Executive Nine were successful due to affordable rates.

Jim Randall also met with White Mountain representatives who reported that the long-term prognosis of their course is less than positive. The course may be taken over by the medical center and developed. Patrons who frequent White Mountain will look to courses like Square Links to fill the void.

Pam Kohlbacher commented positively on the fencing and gate recently installed at the course entrance.

XII. Old Business

Pam Kohlbacher passed notes directed to the Board from staff who recently went on the San Antonio trip expressing gratitude for the opportunity to attend the national conference.

XIII. New Business

No report

XIV. Executive Session

Ken Blackburn made Motion 05-325 to enter into Executive Session. Phill Cherry seconded. Motion carried.

A personnel matter was discussed in session.

Phill Cherry made Motion 05-326 to go out of Executive Session. Barb Libowitz seconded. Motion carried.

XV. Adjournment

Ken Blackburn made Motion 05-327 to adjourn the meeting at 8:35 p.m. Phill Cherry seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING/TOWN HALL MEETING

November 17, 2005

The following are Minutes of a meeting of the Frankfort Square Park District Board of Commissioners/Town Hall Meeting held at the Park District Administration Building, 7540 W. Braemar Lane, Frankfort, Illinois.

I. Call to Order

The Meeting was called to order at 7:00 p.m.

II. Pledge of Allegiance

III. Roll Call

Present were: Ken Blackburn, Phill Cherry, Pam Kohlbacher, Barb Libowitz, Dave Macek, Jeff Roach, and Jill Simmons.

Others present: Senator Maggie Crotty, Lincoln-Way High School Superintendent Dr. Lawrence Wyllie, Frankfort Park District Executive Director Jeff Boubelik, Mokena Community Park District Recreation Director Jerry Eskoff, and LAP Director Ruth Bradley

IV. Introduction of Special Guests

A. Senator Maggie Crotty, 19 District

B. Dr. Lawrence Wyllie, Superintendent, Lincoln-Way High School District 210

V. Presentation of Lincoln-Way Referendum Issue

Dr. Lawrence Wyllie addressed the issue of the Lincoln-Way High School \$225 million bond referendum slated for the April 2006 ballot. Said referendum, if passed, would allow for the building of two new high schools, Lincoln-Way North and Lincoln-Way West. The Lincoln-Way North campus would accommodate students in Summit Hill School District 161, and would open in the fall of 2008. Benefits to park district residents were cited in the shared use of said facility. The proposed Lincoln North and Lincoln-Way West campuses will be appointed with the same amenities currently found at existing Lincoln-Way High School facilities.

VI. Recognition of AED Rescue

Jeff Boubelik, Jerry Eskoff, and Ruth Bradley addressed those present, detailing a recent incident occurring at a Lincoln-Way Area Parks program. A participant suffered a heart-related incident, and collapsed during a volleyball game. CPR and the school's Automated External Defibrillator were employed by fellow participants and school staff, prior to the arrival of paramedics. The following individuals were recognized and credited with saving a life:

- L.A.P. Participants who administered CPR & AED: Megan Casey, Laurie McDermott, Sue Royer, Eileen Redding
- LAP Staff: Ruth Bradley, Bonnie Roach, Rob Bradley
- Frankfort Fire Department: Dennis Merz, Fire Chief James Grady, Assistant Fire Chief Larry Rauch

VII. Illinois Senator Maggie Crotty

Senator Maggie Crotty was a chief sponsor of legislation requiring AED's to be installed in health clubs, school gyms, and park district facilities. Senator Crotty is working toward securing grant funds to purchase four additional AED units for the Frankfort Square Park District.

Senator Crotty was also happy to be on hand to hear updates on the park district, and commented on the positive impact park programming and facilities have had on the community.

VIII. Park District Overview

A. Completed Projects

Executive Director Jim Randall detailed the following projects which were completed during the summer of 2005:

- Plank Trail, Crystal Lake, White Oak Estates, and Union Creek (ADA accessible) playgrounds
- Union Creek Park grant improvement project which include a band shell, dog park, and elevated therapeutic garden.
- 1.9 mile bike path

Mr. Randall announced that the park district will launch a new web site on January 4, 2006, stating the new site will allow for future online registration.

B. Pending Capital Improvements

Jim Randall discussed plans for future enhancements which will include:

- New parks added in new subdivisions
- Park improvements at Brookside Glen/Lakeview sites.
- Renovation of the Summit Hill concession stand

Mr. Randall also spoke about the exciting opportunities the new junior high and proposed Lincoln-Way North facilities will bring to park district residents.

IX. Park Departments

A. Recreation

Jim Randall recognized Recreation Superintendent Audrey Marcquenski, Superintendent of Early Childhood Programming Brenda Kushner, Recreation Supervisor Chyenne Friehe, and Recreation Assistant Megan Hogan. These individuals were credited for creating over 650 offerings on an annual basis, serving over 16,000 residents.

B. Maintenance

Mr. Randall cited the difficult task the following individuals have in maintaining and improving park properties that exceed 400 acres of land and facilities, and over \$25 million dollars worth of equipment: Superintendent of Parks Jeff Mecher, Park Forman Chris Biegel, and Laborers Mark Moustis and Andy Farkas.

C. Golf Course

Jim Randall attributed the tremendous success of Square Links Golf Course to the efforts of Supervisor of Golf Operations Robert Guler, and Superintendent of Golf Course Maintenance Ray Schmidt. Revenue and growth figures have exceeded expectations and the course, which just completed its third year of operation, offers reasonable and affordable rates to patrons.

D. Office

Jim Randall commented on the huge challenge facing Office Manager JoAnn Kraft and clerical staff Deb Cancialosi and Sharon Garrett in implementing the new registration software package, in addition to attending to the myriad of details that keep the district running on a daily basis.

X. Proactive Approach to Vandalism

Jim Randall discussed the growing problem of vandalism challenging the park district to develop new and innovative methods to curtail damages. Following a recent round table discussion with fire, police, and sheriff's departments in Frankfort, Tinley Park, and Will County, detailed plans were discussed and will be presented and implemented in the coming months. Mr. Randall commented that involvement of park district residents will be an important factor in solving the issue.

XI. Public Input

The floor was opened to the public for questions and or comments. As no input was received, Mr. Randall invited residents to review literature provided at the meeting, and phone, e-mail, or stop in to discuss matters with staff at anytime.

Residents were encouraged to visit with staff and view the park district and high school displays at the conclusion of the meeting.

XII. Adjournment

Ken Blackburn made Motion 05-328 to adjourn the meeting at 8:15 p.m. Phill Cherry seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
TRUTH IN TAXATION HEARING MINUTES

December 5, 2005

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 6:35 p.m.

II. Roll Call

Present were: Pam Kohlbacher, Jeff Roach, and Jill Simmons.

Ken Blackburn arrived at 6:40 p.m.

Dave Macek arrived at 6:45 p.m.

Absent were: Phill Cherry and Barb Libowitz

III. Public Hearing

No public input.

IV. Ken Blackburn made motion 05-329 to open the Truth and Taxation Hearing for Tax Levy Ordinance #05-12-186. Jill Simmons seconded. Motion passed.

Ken Blackburn made motion 05-330 to close the Truth and Taxation Hearing for Tax Levy Ordinance #05-12-186. Jill Simmons seconded. Motion passed unanimously.

V. Adjournment

Ken Blackburn made motion 05-331 to adjourn the Truth in Taxation Hearing at 7:00 p.m. Dave Macek seconded. Following a vote by voice, motion passed.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

December 5, 2005

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 7:00 p.m.

II. Roll Call

Present were: Ken Blackburn, Pam Kohlbacher, Dave Macek, Jeff Roach, and Jill Simmons.

Absent were: Phill Cherry and Barb Libowitz

III. Public Input

No public input.

IV. Presentation of the October 27, 2005 Board Meeting Minutes and the November 17, 2005 Town Hall/Board Meeting Minutes.

Ken Blackburn made Motion 05-332 to accept the October 27, 2005 Board Meeting Minutes and the November 17, 2005 Town Hall/Board Meeting Minutes as presented. Jeff Roach seconded. Motion carried.

V. Presentation of Tax Levy Ordinance

Secretary, Jim Randall presented Tax Levy Ordinance No. 05-12-186 for fiscal year 5/1/05-4/30/06 for Board approval.

Ken Blackburn made Motion 05-333 to approve Tax Levy Ordinance No. 05-12-186 as presented. Dave Macek seconded. Motion carried.

VI. Treasurer's Report

Jim Randall informed Board Members that the Fund Balance report will be forwarded upon completion for their review.

Dave Macek made Motion 05-334 to accept the Accounts Payable Listing, pending audit. Jill Simmons seconded. Motion carried.

VII. Legal Report

Park Attorney, Dick Hutchison presented a plat of annexation for property located west of Ridgeland and north of Vollmer. Said parcel, inadvertently left off the tax roles, (*Ref. October 27, 2005 Minutes, Sect. VI. Legal Report*) will require passage via an ordinance at the January meeting of the Board. Mr. Hutchison prepared a legal notice to be published in advance of the annexation ordinance passage.

Mr. Hutchison revisited the issue of an easement parcel located in the Plank Trail subdivision to be deeded to the park district in exchange for perpetual maintenance. The easement will be placed on an existing deed of property transferred to the district by the developer per the land donation ordinance.

Attorney Hutchison informed Members present that he filed a tax exemption petition on four parcels of property the park district accepted in the Plank Trail subdivision.

Mr. Randall reported that the Tax Levy Ordinance No. 05-12-186 and supporting documents will be delivered to Mr. Hutchison upon execution for the purpose of filing through Will and Cook Counties.

VIII. Executive Director's Report

Jim Randall sought Board approval to investigate grant funding for the development of Brookside Glen East Park, citing financial benefits and delays the application process will create. A decision was made to table the discussion and revisit the matter during the January meeting.

Jim Randall reported that staff will begin preparing the first draft of the 2006-07 budget beginning in January. A preliminary summary will be provided for Board review and input at the January meeting. Board Members were asked to consider capital improvement projects they would like to propose for inclusion in the upcoming budget.

Jim Randall poled the Board to ascertain if an additional meeting should be added to the schedule for the month of December. It was determined the December 5th meeting would be sufficient, and the Board will return to the normal 3rd Thursday of the month timetable, beginning on January 19, 2006.

IX. Committee Reports

A. Maintenance

Jim Randall sought Board approval to install a wash bay in the Community Center garage. It will be necessary to move the garage lift to the heated pole barn and install a manhole with grate in the garage floor to accommodate drainage. Said project will cost less than \$6,000. As no Board Members voiced concerns, Mr. Randall will move forward on the installation.

Jim Randall updated Board Members that upon completion of the following details various ongoing grant and capital improvement projects will be complete:

- Benches and signage at the dog park, elevated garden, and bike path
- Delivery and installation of a fire detection panel for the Community Center and golf course pole barns
- Kiosks for the bike path
- Painting of the band shell

The park district is in receipt of replacement equipment and insurance distribution for the playground destroyed by fire. Mr. Randall stated that said equipment will be stored in the new Community Center pole barn, and Board Members will decide upon its location in the spring of 2006.

Jim Randall requested Board approval to proceed with the renovation of the Summit Hill concession stand. Staff will complete interior demolition and framing beginning in January, and electrical and plumbing would be contracted. Exterior improvements could be scheduled for spring 2006. No opposition was cited, and the project will proceed as planned.

B. Recreation

Jim Randall reported on the successful Lunch with Santa programs, held on December 3rd, attended by over 200 participants.

Jim Randall reported on the Early Learning Center Christmas programs, scheduled for the week of December 13th.

Jim Randall reported the winter/spring brochure is in first draft phase, and will go to print the week of December 13th.

Park District Board Meeting

December 5, 2004

Page 4

Jim Randall apprised the Board on the development of the new park district web site. Staff compiled information and photographs which were forwarded to the web designer. A "Did You Know" section will be included, with fun and informative facts about the park district. Staff compiled a comprehensive list which will be updated as deemed necessary. The facts will change with each time an individual visits the site.

C. Special Recreation

No report

D. Finance and Planning

Jim Randall reported on a \$200,000 referendum bond payment is due on January 1, 2006.

Mr. Randall stated that the SSSRA recently rendered the fourth installment of their building loan.

E. Township Planning Commission

Commissioner, Jill Simmons reported on a decision met wherein the planning committee will not meet on a monthly basis, unless a zoning issue is presented.

Ms. Simmons sought Board opinion on the issue of Papa Sly's Restaurant seeking to obtain a liquor license. Members present were split on the decision, and Ms. Simmons will contact absent Members to ascertain their input, and will vote accordingly at the next Township Planning Commission meeting. It was noted that the issue will go through the township, and final decision will be made by the county.

F. Lincoln-Way Area Parks

No report

G. Carnival

Jim Randall stated that no definite plans or dates have been considered to date for the summer 2006 event.

H. Golf Course

Although Square Links closed for the season on November 2, 2005, revenue is still coming in from area schools. Final numbers will be made available in the next Treasurer's Report.

X. Old Business

No report

XI. New Business

President Pam Kohlbacher received and shared a holiday greeting from the South Suburban Special Recreation Association.

Ms. Kohlbacher reported that she was contacted by Stacy Holland requesting public endorsement of the Lincoln-Way High School referendum, slated for the April 2006 ballot. The Board elected not to take a position, citing such action could be construed as taking a political stance regarding the issue. Mr. Randall volunteered to draft an editorial similar in nature to one published in advance of the Summit Hill spring 2005 referendum, stating if approved, the new high school campus would enhance the park district's ability to operate and offer additional programming through shared use of the proposed facility.

XII. Executive Session

A legal discussion scheduled for Executive Session was stricken from the agenda.

XIII. Adjournment

Dave Macek made Motion 05-335 to adjourn the meeting at 7:40 p.m. Jeff Roach seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

January 19, 2006

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 6:00 p.m.

II. Pledge of Allegiance

III. Roll Call

Present were: Ken Blackburn, Phill Cherry, Pam Kohlbacher, Barb Libowitz, Dave Macek, Jeff Roach, and Jill Simmons.

Barb Libowitz arrived at 6:10 p.m.

IV. Correspondence

Thank you letters, letters of appreciation, and complimentary letters were presented for Board review.

V. Public Input

No public input.

VI. Presentation of the December 5, 2005 Truth in Taxation Public Hearing Minutes, and December 5, 2005 Board Meeting Minutes.

Ken Blackburn made Motion 06-336 to accept the December 5 Truth in Taxation Public Hearing Minutes and the December 5, 2005 Board Meeting Minutes as presented. Dave Macek seconded. Aye: Ken Blackburn, Pam Kohlbacher, Dave Macek, Jeff Roach, Jill Simmons. Abstained: Phill Cherry. Absent: Barb Libowitz. Motion carried.

VII. Legal Report

Park Attorney, Dick Hutchison was absent for the January Meeting, but stated he would be available by phone if any issues were presented that required legal direction.

Jim Randall reported that due to efforts of the Tinley Park Police Department, individuals were apprehended breaking into the baseball concession stand. All four involved paid restitution to the park district to repair damages caused by their actions. One active participant wrote a letter apologizing for his actions.

VIII. Passage of Annexing Surrounded Property Ordinance.

Secretary, Jim Randall read Ordinance No. 06-01-187, Annexing Surrounded Property into the record. Said ordinance must be on file with Cook County for a period of one year before the park district will receive tax benefit for the Odyssey property. Mr. Randall anticipates no objections to the filing.

Ken Blackburn made Motion 06-337 to approve Ordinance No. 06-01-187, Annexing Surrounded Property as presented. Phill Cherry seconded. Motion carried in a vote by voice.

IX. Treasurer's Report

Dave Macek made Motion 06-338 to accept the Accounts Payable Listing, pending audit. Jill Simmons seconded. Motion carried.

Secretary, Jim Randall presented Ordinance No. 06-01-188, Tax Anticipation Warrants for the Year 2005 for Board approval.

Mr. Randall further detailed plans to reduce capital expenditures, thereby eliminating major line items for a period of one year. Such measures will equalize a normal operating budget, creating a cost effective operation without impacting services provided to the community. The 2006-07 budget will be modified to allow for repayment of the warrants, if approved.

Ken Blackburn made Motion 06-339 to approve Ordinance No. 06-01-188, Tax Anticipation Warrants for the Year 2005 as presented. Dave Macek seconded. Following a full and complete discussion, Motion carried. It was reported by Jim Randall that the maintenance staff did a great job in cleaning the building over Christmas break. Staff is nearing completion of the new pole barn organization project, located at the Community Center, and will then concentrate of organizing the new golf course pole barn.

A revision to the annual committee meetings between varying park district departments and Commissioners was proposed by Mr. Randall. It was suggested that meetings be combined, i.e. recreation/office, and maintenance tour/golf course. Meetings could be held in conjunction with monthly Board Meetings. The issue will be revisited during the April meeting.

Jim Randall discussed a Village of Frankfort Administrative Committee meeting he attended with Pam Kohlbacher. Frankfort Park District proposes revising the existing developer donation ordinance from 5.5 acres per 1,000 residents to 10 acres per 1,000 residents. In addition, the amended ordinance will raise lot prices from the current \$60,000 to \$135,000. Mr. Randall noted that if a developer litigates the value of the land or the legality of the ordinance, the onus would be on the taxing agency to defend it. Mr. Randall will amend the existing Frankfort Square Park District developer donation ordinance to reflect the additional acreage, but will seek comparables in order to set fair market value to lot prices. A revised ordinance will be presented for Board consideration at the February Board Meeting, prior to seeking approval in March.

It was agreed that budget workshops will be conducted in advance of the February and March Board Meetings at 6:00 p.m.

Jim Randall informed the Board that new IDNR requirement wherein information packets for the Union Creek Park Improvement grant project and Community Bike Trail grant project must be compiled and audited by an independent CPA. Upon completion, the packets will be sent to the IDNR, and distribution will be forwarded within 30-45 days of receipt.

Jim Randall informed Board Members of a delay in launching the new park district web site. Said site should be ready by the end of January.

Mr. Randall reported a record return registration for the 2006-07 four year old preschool program.

Jim Randall discussed the winter/spring brochure registration, which began for residents on January 13, 2006. Revenues of \$30,000 have been reported to date, and office staff did a great job organizing the event and working through technicalities posed by the new RecTrac software. Steps will be taken to perfect the process.

Jim Randall stated all park district equipment has been pressure washed, and park mechanic, Steve Fifer, will check equipment and make necessary adjustments and repairs.

Per Jim Randall, Ray Schmitz, Golf Course Superintendent of Maintenance is scheduled to begin work on the course on March 15th.

Staff has begun working on the 2006 Gold Medal application. Jim Randall stated the program has had a positive impact on the community and been a great project for the staff. If chosen again as a finalist this year, Mr. Randall will seek Board direction regarding the required filming process for the second round of judging.

X. Committee Reports

A. Maintenance

Jim Randall reported that maintenance is operating with a cohesive staff. It was also reported that Jeff Mecher, Superintendent of Parks is working diligently to prepare for the upcoming season, and is creating a calendar of activities in order to improve organization. Mr. Mecher will present the calendar at an upcoming Board Meeting for review.

B. Recreation

Jim Randall reported that Audrey Marcquenski, Superintendent of Recreation, along with staff have been busy working with the web site designer to complete the new park district site. The site will incorporate a more user-friendly format, allowing residents to navigate through screens with fewer mouse clicks.

C. Special Recreation

Jim Randall discussed staff and Board transitions currently being experienced at the SSSRA.

The organization is looking forward to creating new gardening programs for their participants with the park district's addition of the new elevated therapeutic garden. Jim Randall will be meeting with Julie Arvia for assistance in the matter, and possibly working on the district-wide annual beautification process. Ms. Arvia runs a gardening program at Indian Trail School, which has been well received and produced highly favorable results.

D. Finance and Planning

Jim Randall is currently working on the 2006-07 budget, and will present an initial draft at the budget workshop, scheduled for February 16th at 6:00 p.m.

E. Township Planning Commission

No input

F. Lincoln-Way Area Parks

Jim Randall informed the Board that Dr. Wyllie has assured community groups that the all Lincoln-Way East outdoor facilities will be made available for their programs, when not in use by the high school. In addition, if the upcoming referendum proves successful, the Frankfort Square Park District would be granted exclusive use of the north campus athletic and fitness facilities. Mr. Randall will meet with LAP directors on Friday, January 20th to discuss the matter.

G. Carnival

Jim Randall informed the Board that the annual event is tentatively scheduled for Wednesday, June 21st through Sunday, June 25th. The 2006 contract includes an increase in the park district's profit margin from 20% to 25% of ticket sales. If revenues surpass \$50,000, the park district will then qualify for 30% of net profits. In addition, Jim Randall will prepare a final report for the 2005 event.

H. Golf Course

Jim Randall reported on the favorable condition of the course, and the park district anticipates an April 1st opening date, weather permitting.

XI. Old Business

Park district Grant Administrator, Mark Yergler, is preparing a grant application, necessary to seek grant funding for the proposed Brookside Glen East Park. A final design of the site should be completed by mid-February, incorporating the path and fountain, per resident request. Mr. Randall will present the design and a letter that will be forwarded to residents with information updates, to the Board for review prior to mailing.

Commissioner, Phill Cherry commented favorably on the Christmas decorations that the park district displayed at Community Park. Jim Randall stated a similar display may be added at Crystal Lake Park for the 2006 Christmas season.

Commissioner Barb Libowitz inquired as to whether the Board would approve the audited financial statements for Fiscal Year Ended 4/30/05. Jim Randall stated no formal motion is required. Ms. Libowitz questioned certain valuations, determined through the GASB-34. Mr. Randall noted the GASB-34 program is available to the park district online, and we can review the statements internally and adjust if deemed appropriate and necessary. Mr. Randall will discuss the issue of valuations raised by Ms. Libowitz with the independent auditing firm, Maximus, who prepared the park district GASB-34 report.

XII. New Business

No new business was discussed.

XIII. Adjournment

Ken Blackburn made Motion 06-340 to adjourn the meeting at 7:00 p.m. Phill Cherry seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

February 16, 2006

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 7:00 p.m.

II. Pledge of Allegiance

III. Roll Call

Present were: Ken Blackburn, Phill Cherry, Pam Kohlbacher, Dave Macek, Jeff Roach, and Jill Simmons.

Absent was: Barb Libowitz

IV. Public Input

No one from the public was present to provide input.

V. Presentation of the January 19, 2006 Board Meeting Minutes.

Ken Blackburn made Motion 06-341 to accept the Board Meeting Minutes as presented. Phill Cherry seconded. Motion carried.

VI. Legal Report

Park Attorney, Dick Hutchison prepared an ordinance to amend No. 06-01-187, *see Section VIII, Passage of Annexing Surrounded Property Ordinance, January 19, 2006 Minutes*, stating the Cook County Recorder's Office requires individual property tax identification numbers on documents prior to acceptance for filing.

Park Secretary, Jim Randall read Amending Ordinance No. 06-02-189 into the record.

Ken Blackburn made Motion 06-342 to accept Ordinance No. 06-02-189, An Ordinance Amending No. 06-01-187 as presented. Jill Simmons seconded. Motion carried.

VII. Treasurer's Report

Jim Randall distributed an amended cover page to the January Treasurer's Report and detailed the revisions contained therein. Mr. Randall further noted the district is \$17,000 above projection at the end of January.

Ken Blackburn made Motion 06-343 to accept the Accounts Payable Listing, pending audit. Jill Simmons seconded. Motion carried.

VIII. Executive Director's Report

Jim Randall distributed a final 2005 carnival financial report, prepared by Bookkeeper, Bob Guler, showing a \$1,700 positive balance.

The Daily Southtown newspaper recently displayed a photograph of the newly installed butterfly arbor at the elevated therapeutic garden, a component of the Union Creek Park grant improvement project. Jim Randall prepared copies of the news item for Board review.

A discussion regarding the park district's recently launched new web site ensued. Jim Randall noted online registration will be available in the fall, and commended Audrey Marcquenski, JoAnn Kraft, and Deb Cancialosi on exceptional efforts regarding the web site and registration procedures.

Jim Randall presented a draft copy of a revised developer donation ordinance, which renders the existing ordinance null and void. Board Members decided to adopt the ordinance as presented.

Jim Randall read Ordinance No. 06-02-190 into the record.

Ken Blackburn made Motion 06-344 to accept Ordinance No. 06-02-190, an Ordinance Providing for Park Land Donation and Impact Fees. Dave Macek seconded. Following a full and complete discussion, Motion carried.

Jim Randall conducted a meeting with staff and Summit Hill District 161 principals on March 8th. Said meeting served as an opportunity to acquaint new principals with park staff, and minor issues were discussed. Mr. Randall followed up with correspondence to all who attended.

Jim Randall reported on cooperative efforts made by park district staff in assisting with the Frankfort Township bike trail grant application. Said application is currently being finalized, and if successful, would enhance the park district's existing trail with added connections.

Jim Randall praised the efforts of Audrey Marcquenski, Chyenne Friehe, Brenda Kushner, and Ron Fries, for the success of the 2006 winter/spring programming, and noted they have begun working on summer programs.

Commissioner Phill Cherry provided positive comments regarding the recently completed bike trail, stating he has received many compliments from residents who enjoy the new amenity.

IX. Committee Reports

A. Maintenance

Jim Randall reported that golf course maintenance staff is in place to begin work at the golf course on March 13th, in preparation for the upcoming golf season.

Minor repairs and remodeling of concession stands and restrooms located at Summit Hill, Union Creek, and the skate park, is currently underway.

B. Recreation

Information contained in the February Executive Director's Report was sufficient for Board review.

C. Special Recreation

Mr. Randall referred to comments rendered in the above Section VIII. Executive Director's Report, regarding the newly installed butterfly arbor at the elevated therapeutic garden located at the SSSRA building at 191st & 80th Avenue in Tinley Park.

D. Finance and Planning

Board Members were presented with the first draft of the 2006-07 park district budget for review. Mr. Randall requested Members to review and offer input regarding projects or innovations they would like to add in the new fiscal year. Subsequent drafts will be provided at future budget meetings, scheduled in advance of the March and April Board Meetings.

Board President, Pam Kohlbacher discussed the possibility of instituting a college scholarship fund for park district employees. Jim Randall suggested the formation of a committee to work on a scholarship program after the beginning of the next fiscal year in May, 2006.

E. Township Planning Commission

Commissioner, Jill Simmons reported that attorneys for Summit Hill District 161 recommended a zoning amendment for the construction of the new junior high school site from A-1 to R-4, which met with unanimous approval by the Township Planning Commission Board.

F. Lincoln-Way Area Parks

Jim Randall discussed the impact the proposed Lincoln-Way North campus would have on LAP programming, if the March 21, 2006 referendum proves successful.

G. Carnival

Jim Randall fully reviewed the final event report, passed during the Executive Director's Report.

Commissioner, Phill Cherry proposed the idea of planning an entertainment/beer tent for adults at the summer carnival, citing the lack of adult social events available in Frankfort Square. Mr. Cherry also noted neighboring agencies have held similar events creating additional revenue.

Jim Randall proposed a modest introduction, possibly holding an adult social/community block party, not in conjunction with the carnival. A full discussion ensued, and Mr. Randall will thoroughly investigate the matter and present findings during the March Board Meeting.

H. Golf Course

No report

X. Old Business

No old business was discussed.

XI. New Business

Vice President, Ken Blackburn presented President, Pam Kohlbacher with the Illinois Association of Park Districts (IPRA) 10-Year Service Anniversary Award. Ms. Kohlbacher was recognized for her tireless efforts in serving not only as a park district Commissioner, but also as Board President for the past five years.

Commissioner, Jeff Roach noted an ongoing issue wherein people use Indian Boundary South to practice golf swings. This activity is unsafe for children using the park site, and homes could also be jeopardized by golf balls shattering windows and damaging siding. Mr. Roach requested the posting of signs, restricting said activity.

Jim Randall cited the need to pass an ordinance prior to posting signage. Mr. Randall will prepare a restricting ordinance and present the document for Board passage at the March Board Meeting.

XII. Adjournment

Ken Blackburn made Motion 06-345 to adjourn the meeting at 7:52 p.m. Phill Cherry seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

March 30, 2006

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 7:00 p.m.

II. Pledge of Allegiance

III. Roll Call

Present were: Ken Blackburn, Phill Cherry, Pam Kohlbacher, Barb Libowitz, Dave Macek, Jeff Roach, and Jill Simmons.

IV. Public Input

No public input.

V. Presentation of the February 16, 2006 Board Meeting Minutes.

Ken Blackburn made Motion 06-347 to accept the Board Meeting Minutes as presented. Dave Macek seconded. Aye: Ken Blackburn, Phill Cherry, Pam Kohlbacher, Dave Macek, Jeff Roach, Jill Simmons. Abstained: Barb Libowitz.

VI. Legal Report

Park Attorney, Dick Hutchison rendered his legal opinion regarding the Intergovernmental Agreement by and between the Village of Frankfort and Frankfort Square Park District. Mr. Hutchison finds the document sound, but cautions that should a developer choose to challenge the donation amount, the onus would be on the park district to defend itself in court. Although a lawsuit risk is minor, the possibility exists.

Mr. Hutchison informed the Board that he is working on an issue regarding the McDonnell property. During the course of transfer, the attorney for Mr. McDonnell passed away, consequently the transaction was not completed. Mr. Hutchison is confident the issue will be resolved and there will be no problems moving the deed out of trust. Although the new law firm is cooperative, the case is moving slowly.

Jim Randall read into the record, an Intergovernmental Agreement, by and between the Village of Frankfort and the Frankfort Square Park District, as drafted and proposed by the Village. Said agreement, an amending ordinance, will include provisions authorizing contributions to park districts within the Village of Frankfort, Will, and Cook Counties.

Ken Blackburn made Motion 06-348 to adopt the Intergovernmental Agreement, by and between the Village of Frankfort and the Frankfort Square Park District. Phill Cherry seconded. Following a full and complete discussion, Motion carried.

VII. Treasurer's Report

Ken Blackburn made Motion 06-349 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

VIII. Executive Director's Report

Jim informed the Board that Harris Bank bought out NLSB and they will no longer act as paying agent for park district bond issues. Cole Taylor Bank will resume that role for the district.

Jim Randall is seeking funding assistance for the purchase and installation of lightning detection systems, and the purchase of additional AED units and an ADA golf cart.

Mr. Randall noted the construction of the new Summit Hill Junior High is underway, with dirt movers beginning work at the site. The park district continues to work with the school district on the design and landscape of athletic fields, track, and other outdoor improvements.

The Lincoln-Way North High School ground breaking ceremony will be held on June 15, 2006. The project will go to bid in May and hopefully begin in July of this year.

The park district girls softball/fireworks donation campaign is currently underway, and Mr. Randall reported that to date over \$10,000 has been received from area businesses and community leaders.

Square Links opened for the season on Saturday, April 1st. Weather was a factor in contributing to a slow start, but Mr. Randall projects another successful season, and further noted the outstanding condition of the course.

A new 5-year lease agreement will be entered into by and between the park district and Xerox in securing an updated copier model. Said lease includes a 100% satisfaction guaranteed clause.

The IDNR notified Jim Randall that the Union Creek Park \$144,000 grant reimbursement award check should arrive within thirty days.

Mr. Randall contracted with an area business to remove graffiti from the Union Creek picnic shelter. Attempts at removal in-house proved unsuccessful due to the split face block construction. The company sandblasted and will seal the block which will allow for easier removal in the future. The entire process will cost the park district a total of \$2,900.

The bike trail grant audit is nearing completion, and Mr. Randall is confident the grant proceeds should be received by June 30th.

Jim Randall is working with an attorney to update the personnel manual. In addition, employee health insurance will be revised. Personal health insurance will be billed directly to the park district and deducted from their wages on a pre-tax basis. Mr. Randall will have information for Board review at the April meeting.

A developer donation agreement was signed with the new Copot Subdivision. Although only twelve homes will be built in said subdivision, Mr. Randall noted the impact fees will be substantially greater due to the recently restructured developer donation ordinance, (*ref. VIII. Executive Director's Report, February 16, 2006*).

Jim Randall presented an easement dedication and requested Board authorization to grant the Frankfort Township Highway Commissioner an easement along Hunter Prairie Park allowing for road expansion and installation of curb, gutter and sidewalk on park property.

Ken Blackburn made motion 06-350 granting an easement along Hunter Prairie Park for the purpose of widening the road and installing curb, gutter, and sidewalk on park property. Jeff Roach seconded. Motion carried.

Jim Randall reported that the park district received a temporary liquor license for the upcoming summer event. A discussion regarding the golf/softball tournament and evening social ensued. Plans will be refined and staff can meet with the Board beginning in May to further discuss the issue.

Jim Randall informed Board Members the park district was asked to sign the plat of dedication for the multi family units proposed for construction along St. Francis Road. Due to the high density of the units, the developer is not happy with the ratio of the new developer donation ordinance.

Jim Randall sought Board direction regarding location of playground equipment, ordered to replace the equipment damaged on September 4, 2005 due to fire set by vandals. The general consensus was to replace the playground at the same location on Arran Drive, north of the Administration Building.

Mr. Randall reported on the success of the dog park facility, noting that over seventy memberships have been recorded to date. The dog fountain is now functioning at the site, and a grand opening is scheduled for Saturday, April 22nd. Mr. Randall found it necessary to staff the facility on weekends to insure park users are registered members.

A contract is pending on land located on St. Francis near Pine Hill, which currently houses the Frankfort Square Baseball League fields. In addition to impact fees, the developer would like to enhance Kiwanis Park, making the development more attractive to prospective buyers. The baseball league will be granted use of park district fields next year, and following that, Mr. Randall noted that fields at the new Summit Hill Junior High and new Lincoln-Way campus will be made available to resident sports teams.

Jim Randall reported on an issue at Hunter Prairie Park. Summit Hill School District 161 will be installing a path to the new junior high on the park district property, and it was noted that two homes built fencing on said property. Mr. Randall recommends the waiting for action by Will County prior to addressing the issue at the park district level.

The park district will receive an additional four acres of land near the back of Union Creek Park between the new and old subdivision, and a 10' wide path will be run from the new subdivision to the baseball field.. Mr. Randall noted that a linear strip of approximately 20 acres will be added in this area in the future.

A full discussion regarding the possibility of allowing bikes in the skate park ensued. Mr. Randall contacted TrueRide, the firm who built the facility for input, and they approved using the park for said activity. The Board will consider the issue and address the matter at a future meeting. Mr. Randall can check with our insurance carrier regarding liability issues, and present findings to the Board if deemed necessary.

Jim Randall read Ordinance No. 06-03-192, an ordinance drafted for the purpose of restricting golf practice in parks, ensuring safety of those using parks for recreation purposes, and protecting surrounding homes from damage incurred by golf balls.

Jeff Roach made Motion 06-350 to approve Ordinance No. 06-03-192, Providing for the Regulations and Restrictions Governing the Use of the Park System of the Frankfort Square Park District. Ken Blackburn seconded. Motion carried.

IX. Committee Reports

A. Maintenance

Jim Randall reported that Jeff Mecher, Superintendent of Parks created his monthly maintenance calendar in preparation for the upcoming season.

B. Recreation

Jim Randall noted that he received many positive comments regarding the success of the annual Family Fun Faire, held at Lincoln-Way Central on Saturday, March 18th. Pam Kohlbacher attended the event, and reported that the chairperson of the Fun Faire stated the Frankfort Square Park District employees were the most helpful and willing individuals she worked with during set-up, the actual event, and the take-down.

C. Special Recreation

Plans are underway to hold gardening programs at the elevated garden with the assistance of Julie Arvia, beginning this spring.

Jim Randall and the Board received invitations to the SSSRA's annual banquet. It is with regret they will be unable to attend, as it will be held on the same night and time as the April Park Board Meeting. Jeff Mecher and Audrey Marcquenski will be asked to attend, representing the park district.

D. Finance and Planning

Jim Randall informed the Board that the budget process is nearing completion, and he anticipates receiving final numbers from Will County within the next two weeks.

It was noted by Mr. Randall that it was not necessary to access additional TAW funds to meet park district expenses.

E. Township Planning Commission

No report

F. Lincoln-Way Area Parks

Mokena Community Park District opened their new fitness center. Mr. Randall anticipates said facility along with the new Lincoln-Way North campus may have an impact on the structure of the LAP program in the future.

G. Carnival

Staff is planning changes to entertainment for the annual summer event. Mr. Randall reported on a decision to contract musical performances in lieu of the petting zoo. Kathleen Gibson, child entertainer and AC Rock will perform on Saturday afternoon and early evening, and possible a high school band who have performed for the park district in the past. Jim Randall also stated that the fireworks display will be pointed south of the farm field, due to new construction in the area normally used for the display.

H. Golf Course

Mr. Murphy was hired to assist Ray Schmitz, Superintendent of Golf Course Grounds, replacing Joe Domagalski.

X. Old Business

Jim Randall led a discussion regarding the future of the Brookside Glen East Park installation, noting a letter was sent to residents, apprising them of the possible grant project. The park site would be eligible for 100% grant funding, but it would be necessary to delay the start of the project until spring/summer of 2007. Mr. Randall noted that a grant award would enable the district to build a substantially more complete neighborhood park. If the park district elects not to seek funding, the park would be phased in over a two-year period instead of one year. Currently, the property is still owned by the developers and has not been transferred to the park district.

XI. New Business

No new business.

XII. Executive Session

The Executive Session, scheduled to follow XI. New Business, as detailed on the agenda, was conducted prior to the Call to Order. The closed session was conducted for the purpose of determining personnel wages for the upcoming fiscal year, May 1, 2006 through April 30, 2007.

XIII. Adjournment

Ken Blackburn made Motion 06-351 to adjourn the meeting at 8:05 p.m.
Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

April 20, 2006

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 7:00 p.m.

II. Roll Call

Present were: Ken Blackburn, Phill Cherry, Barb Libowitz, Dave Macek, Jeff Roach, and Jill Simmons.

Absent was: Pam Kohlbacher

Others present: CDR. Rick Bruno, Village of Tinley Park Police Department

III. Public Input

It was determined, due to an incident occurring at Union Creek Park on the evening of April 19, 2006, a representative from the Village of Tinley Park Police Department would be invited to address issues occurring at the park. Commander Rick Bruno appeared on behalf of Chief of Police Mike McConnell, to hear the Board's concerns and offer proactive solutions.

Jim Randall led the discussion, noting the increase in activity both positive and negative at Union Creek Park, located at 19900 S. 80th Avenue in Tinley Park. The Tinley Park Police Department has been highly responsive to park district requests for increased patrols, resulting in numerous arrests. The majority of problems include reckless driving, graffiti, noise, and break-ins. The April 19, 2006 incident was deemed a more serious problem, involving 25-30 teenagers. The responding officer diffused the situation, but did not detain any of the offenders, many of whom were allegedly on probation.

The park district believes a zero tolerance approach must be taken in all cases of civil disturbance, vandalism, suspicious activity, etc.

CDR. Bruno appreciates the concerns raised by the park district and will look into the actions of the officer on duty. CDR. Bruno also offered two viable solutions for Board consideration.

1. Solution-Increase hourly police patrols.

Drawback-During peak periods of undesirable activity, the police will need to respond to other incidents throughout the Village of Tinley Park, and may not be available on an hourly basis.

2. Solution-The park district can contract with the Village of Tinley Park, hiring a reservist who would exclusively patrol Union Creek Park with a constant presence. The reserve officers are trained through the police academy, and possess the same degree and quality of training as police officers.

Drawback-Hiring a reserve officer with a directed approach can be costly.

CDR. Bruno will also make tactical officers and officers assigned to unmarked cars aware of the high probability of arrests at Union Creek Park.

Jim Randall sought Board approval to establish a budget, not to exceed \$2,500 for the purpose of contracting reserve officers through the Village of Tinley Park Police Department over the next month. Said officers would be hired to preside at the site during peak hours, approximately 3-4 hours, on evenings deemed problematic. After one month, the Board will review results, and make a decision as to whether to continue the action.

Phill Cherry made Motion 06-352 to hire a Village of Tinley Park Police Department reserve officer for an amount not to exceed \$2,500 over a four week period. Dave Macek seconded. Following a full and complete discussion, Motion carried.

IV. Presentation of the March 30, 2006 Board Meeting Minutes

Jill Simmons made Motion 06-353 to accept the March 30, 2006 Board Meeting Minutes as presented. Phill Cherry seconded. Motion carried in a vote by voice.

V. Legal Report

Park Attorney, Dick Hutchison, was unable to attend the April 20, 2006 meeting, and Jim Randall reported on his behalf.

Mr. Hutchison continues to work on the property transfer issue regarding Lot #8, (*ref. VI. Legal Report, March 30, 2006*).

VI. Treasurer's Report

Jim Randall made Motion 06-354 to accept the Accounts Payable Listing pending audit. Dave Macek seconded. Motion carried.

Jim Randall presented the 2006-2007 Operating Budget for Board approval.

Phill Cherry made Motion 06-355 to approve the 2006-2007 Operating Budget as presented. Dave Macek seconded. Following a full and complete discussion, Motion carried.

Jim Randall informed Board Members that it will be necessary to hire a computer expert, contracted on an hourly basis, to offer technical support of the park district computer system prior to offering online registration. Mr. Randall will also ask the Board to consider the installation of a T1 line, stating the budget is not considered a static document, and the Board can reallocate expenses as deemed necessary.

VII. Executive Director's Report

Jim Randall informed Board Members that Lincoln-Way High School District 210 will conduct a ground breaking ceremony, located at Lot #7 on June 15, 2006 at 6:00 p.m. for the North Campus. A tent will be set up for the festivities. Park Board Members will be invited to attend. Mr. Randall noted the Park Board meets on the same evening, and asked the Board to consider delaying the start of the park meeting until 7:30 p.m. on June 15th. All concurred, and the June 15, 2006 Meeting of the Park Board will be held at 7:30 p.m. at the Administration Building.

Board Members received a flyer regarding the dog park grand opening on Saturday, April 22nd. Mr. Randall invited Commissioners to attend and assist with the celebration if interested.

The summer brochure is complete and was sent to the printer on Wednesday, April 19th. Mr. Randall noted the brochure will be mailed to residents during the week of May 8, 2006.

Visionary Webworks will update the website with brochure information to coincide with the mailing.

Jim Randall reported the maintenance department has been busy clearing debris following the heavy rains experienced on Sunday, April 16th. The added responsibilities put the department behind their normal schedule.

Jim Randall is still in the process of pursuing State Line Item Grants for the purchase of lightning detection systems, ADA playground equipment, and additional AED units, noting Senator Crotty secured a sum of \$13,500 to date.

The park district is awaiting the required CPA letter from the independent auditing firm of Wermer, Rogers, Doran and Ruzon, prior to finalizing and forwarding the bike trail grant packet to the IDNR for reimbursement.

Jim Randall was pleased to report the Frankfort Square Park District was once again named a finalist for the NRPA Gold Medal Award. The video presentation, required for final judging, will be created on a smaller scale, using available footage from last year's video, thereby greatly reducing expenses. Mr. Randall asked Commissioners to mark their calendars for the October Congress wherein the Gold Medal is presented, and the Board will need to consider who will attend said event.

Jim Randall reminded the Board that the annual election of officers will be conducted at the upcoming May 18th Board Meeting.

Jim Randall presented a revised version to the Decline of Benefits section of the personnel policy manual for Board review and consideration. Said revision will allow payment of health insurance from a non-park district carrier without incurring any unbudgeted expense.

Phill Cherry made Motion 06-356 to adopt the revised "Decline of Benefits", Section VII-B of the park district personnel policy manual. Jill Simmons seconded. Following a full discussion, Motion carried.

VIII. Committee Reports

A. Maintenance

Jim Randall's Executive Director April report contained sufficient information for Board review.

B. Recreation

Jim Randall's Executive Director April report contained sufficient information for Board review.

C. Special Recreation

The SSSRA is holding their annual banquet tonight, Thursday, April 20th. Jim Randall and the Commissioners were unable to attend due to a conflict of schedules with the April Park Board Meeting.

Jim Randall informed Board Members that Julie Arvia will begin teaching gardening classes this spring at the elevated therapeutic garden.

D. Financial and Planning

Following the passage of the 2006-2007 Operating Budget, Jim Randall stated the Budget and Appropriation Ordinance will be drafted and presented for Board consideration and passage at a future meeting.

Mr. Randall further noted the Tax Levy will be passed on the first Monday of December, 2006.

E. Township Planning Commission

Commissioner, Jill Simmons, reported on three separate zoning issues that were brought before the Township Planning Commission at their last meeting.

1. Building of a strip mall south of Indian Trail School in the wetlands property bordering Frankfort Square Road and Route 30.
2. Building of a 7th Day Adventist Church on Steger Road in Green Garden.
3. A packaged liquor store to be opened on Route 30, next door to Pores of Color tattoo parlor.

Following an inquiry made by Commissioner Phill Cherry, Jim Randall led a discussion regarding the building of multi-family units on St. Francis Road. An agreement was executed by and between the developer at the 5-acre level as opposed to the 10-acre agreement, but Mr. Randall noted the resident-per-unit ratio was accepted, and the park district was able to contract for twice the cash donation.

F. Lincoln-Way Area Parks

Jim Randall reported the program enjoyed a good year, primarily due to the new offering of birthday parties at Lincoln-Way East pool.

With the addition of the Lincoln-Way North High School in Frankfort Square offering the possibility of additional facilities for park district use, the program may have to be evaluated in the future.

Jim Randall reported on an incident that occurred at Lincoln-Way East High School. A high school water polo meet was being held at the East pool, and a parent from the opposing team passed out in the parking lot. LAP staff was made aware of the matter and attempted to assist. Paramedics were summoned to the scene, and they transported the woman to the hospital, where she was pronounced dead. Ruth Bradley, Executive Director of LAP is making arrangements to have a counselor available for staff.

G. Carnival

Jim Randall noted that plans are in place for the annual carnival, scheduled for June 21-June 25th.

Mr. Randall met with Wynn Cramer, of Melrose Pyrotechnics to survey the site for the fireworks display. It will be necessary to move the launch site to the south end of the farm field due to home construction in the area.

H. Golf Course

Jim Randall reported that the course has been busy all week due to area schools Easter break.

The course is in excellent condition, and Jim Randall noted that due to excellent drainage, Square Links did not experience flooding problems or standing water that other area courses did during the flooding rains on Sunday, April 16th.

Commissioner, Phill Cherry noted that he received a compliment regarding the excellent condition of the course.

IX. Old Business

A discussion regarding the upcoming golf and softball tournaments/ summer social event at the golf course ensued. Jim Randall noted the liquor license has been secured, and staff has planning well underway.

X. New Business

Barb Libowitz, Park Commissioner and member of Girl Scout Service Unit 42, presented boxes of Girl Scout cookies to Board Members and park district staff to thank them for their cooperative efforts on behalf of the organization.

XI. Adjournment

Jill Simmons made Motion 06-357 to adjourn the meeting at 8:40 p.m. Phill Cherry seconded. Motion passed unanimously.

Respectfully submitted:

Linda Mitchell