

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

May 18, 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

Members of Boy Scout Troop #237 were in attendance to present colors.

III. Roll Call

Present were: Ken Blackburn, Pam Kohlbacher, Barb Libowitz, and Jill Simmons.

Absent was: Phill Cherry, Dave Macek, and Jeff Roach

IV. Public Input

Mike Woehlert, Assistant Scout Master presented Executive Director, Jim Randall with a copy of the Boy Scout Troop #237 Charter.

Jim Randall received and read Scoutmaster Richard S. McCully's letter of appreciation, directed to the Frankfort Square Park District Board of Commissioners, for ongoing sponsorship of Boy Scout Troop 237.

V. Correspondence

The following notes and letters were distributed for Board review:

- A. Complimentary, new web site format, condition of the golf course, and the brochure
- B. Thank you letters, regarding cleanliness and overall state of parks
- C. Congratulatory, for Gold Medal Award finalist status
- D. Informative, e-mail responses to resident questions

VI. Presentation of the April 20, 2006 Board Meeting Minutes

Ken Blackburn made Motion 06-358 to accept the April 20, 2006 Board Meeting Minutes as presented. Jill Simmons seconded. Pam Kohlbacher abstained. Motion carried.

VII. Election of Officers

Barb Libowitz made Motion 06-359 to postpone nomination of officers until the June 15, 2006 Board Meeting, thereby allowing absent Commissioners the opportunity to vote in said election. Jill Simmons seconded. Motion carried in a vote by voice.

VIII. Board Appointments

President Pam Kohlbacher appointed Dick Hutchison to serve as Park Attorney. Mr. Hutchison accepted said appointment.

Members present elected to refrain from allocating all remaining Board appointments until the June 15, 2006 meeting, giving voice to all Board Members on said issues.

IX. Legal Report

Park Attorney, Dick Hutchison reported that he continues working on the McDonnell property issue, keeping Executive Director Jim Randall apprised of progress.

Jim Randall presented a revised Intergovernmental Agreement between the Frankfort Square Park District and the Village of Frankfort. Said agreement originally adopted by the Park Board, (*see March 30, 2006 Minutes, Section VI, Legal Report, Motion 03-348*), was subsequently revised by the Village of Frankfort.

Ken Blackburn made Motion 06-360 to accept the revised Intergovernmental Agreement, Ordinance No. 06-05-193 as presented. Jill Simmons seconded. Motion carried in a vote by voice.

X. Treasurer's Report

Barb Libowitz made Motion 06-361 to accept the Accounts Payable Listing, pending audit. Jill Simmons seconded. Motion carried.

XI. Executive Director's Report

Jim Randall reported that two shoot dates have been scheduled for the Gold Medal Award video filming. The film crew will cover the June 15th Lincoln-Way ground breaking ceremony in addition to several other nighttime activities. The crew will return on June 25th to film the carnival event and the fireworks display.

Jim Randall noted that all necessary documentation and the independent audit of the OSLAD bike trail project was completed and a packet was forwarded to the Illinois Department of Natural Resources for grant funding reimbursement.

Jim Randall updated the Board with information regarding the pending OSLAD application for the proposed Brookside Glen East Park site. Residents were informed of the possible funding situation, and all comments the park district received have been favorable.

The ground breaking ceremony for the Lincoln-Way North High School is scheduled for June 15, 2006, at 6:00 p.m. Jim Randall asked Board Members to attend, and the Park Board will convene for their June meeting, immediately following the event at approximately 7:30 p.m.

The completed budget, passed at the May Board Meeting, and Jim Randall informed the Board that the document was forwarded to park Accountant, Duane Meyers, for incorporation into the May Treasurer's Report.

The new Xerox copier was delivered, and Jim Randall noted that office staff are working to learn its new capabilities.

Jim Randall reported that Joe Smulevitz, Logitech IT specialist, updated computer memory and is also working on resolving minor problems with the system network.

John Staples, web designer, is working on establishing online registration, which is scheduled to begin with fall, 2006 programming.

Jim Randall noted staff is finalizing carnival plans and all are looking forward to the June 21-25 event.

Jim Randall received positive responses from residents and patrons of Union Creek Park regarding the increased presence of Tinley Park officers at the site. Auxiliary officers were contracted by the park district to patrol the facility 2-3 days per week, resulting in a dramatic decrease in problems at the park.

XII. Committee Reports

A. Maintenance

Jim Randall commented on the impact added property and facilities have had on staff, noting it will be necessary to reevaluate staffing in the next three to five years.

Mr. Randall also completed an SSPRPA salary survey. Results gathered from various area agencies will assist the Board in determining future salary ranges.

B. Recreation

Jim Randall praised Chyenne Friehe for the exceptional job she did in organizing the May dance recital. The program was held at the Lincoln-Way East High School Performing Arts Center. Chyenne worked through the logistics presented by the change of facilities and new program instructor, insuring a smooth and successful transition.

C. Special Recreation

SSSRA will be looking to hire individuals to fill one or two positions.

SSSRA hired a firm to conduct a search for directed funding support.

Jim Randall stated SSSRA is considering organizing a golf outing this season.

D. Finance and Planning

No report

E. Township Planning Commission

No report

F. Lincoln-Way Area Parks

Jim Randall updated Board Members on the successful season enjoyed by the LAP program, noting the increase in revenue was due in large part to the new addition of pool parties. The majority of revenue earned is given back to Lincoln-Way East High School to purchase equipment or improve the quality of the facility used through LAP programming.

G. Carnival

Jim Randall revisited the issue of the change of location for the fireworks display, and stated that new park property adjacent to the ball fields was graded, seeded, and mowed to accommodate the new viewing location.

H. Golf Course

Jim Randall apprised the Board Members on the great condition of the course, further noting that although inclement weather has impacted revenue, gross receipts still exceeded last year's levels.

XIII. Old Business

No old business was discussed.

XIV. New Business

No new business was discussed.

XV. Executive Session

The property acquisition matter scheduled for Executive Session was postponed and slated for the June 15, 2006 meeting agenda.

XVI. Adjournment

Jill Simmons made Motion 06-362 to adjourn the meeting at 7:25 p.m.
Barb Libowitz seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

June 15, 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 7:12 p.m.

II. Pledge of Allegiance

III. Roll Call

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

Dave Macek arrived at 7:25 p.m.

IV. Public Input

No one from the public was present.

V. Correspondence

The following letter was distributed for Board review:

A. Thank you for support offered in the Postal Food Drive

VI. Presentation of the May 18, 2006 Board Meeting Minutes

Ken Blackburn made Motion 06-363 to accept the May 18, 2006 Board Meeting Minutes as presented. Jill Simmons seconded. Aye, Barb Libowitz, Jill Simmons, Ken Blackburn, Pam Kohlbacher, abstained, Phill Cherry and Jeff Roach. Absent, Dave Macek. Motion carried.

VII. Executive Director's Report

Jim Randall noted the annual audit process is scheduled to begin at the end of June.

All necessary documentation for the Brookside Glen Park OSLAD grant application was compiled and forwarded to Grant Administrator, Mark Yergler for review. Jim Randall informed the Board that the IDNR's deadline for initial application is July 1, 2006. A strong letter of support from the Village of Tinley Park, numerous correspondences between the park district and residents within the service area, and community input for this type of facility highlighted in the Needs Assessment/Master Plan creates a high probability factor for 100% grant distribution.

Jim Randall informed Board Members that plans continue to move forward in regards to the Gold Medal video process. Edelman, the film production company, will shoot new footage at various park district locations from 9:00 a.m. to 9:00 p.m. on Sunday, June 25th, while incorporating previous year's film.

Plans are in place for the annual carnival, scheduled for June 21st through June 25th. Jim Randall commented on the minimal involvement for staff this year, with Nancy's Pizza and Café Milan supplying product for the concession stand.

At the conclusion of the summer carnival, Jim Randall stated that staff will begin focusing on planning the July 22nd, softball/golf tournament and "Nite at the Links" party. Commissioners will be given flyers that have been developed for the golf outing. Registration for the golf outing has been slow, but a strong effort to get the word out beginning in early July will increase interest.

Jim Randall disclosed plans to screen the Gold Medal video. Commissioners, staff and the Edelman crew will be invited to attend the screening on July 12, 2006 at 7:00 p.m.

Jim Randall led a discussion regarding the reduction in negative activity since Tinley Park Police have been contracted to patrol the Union Creek Park site. The Board may consider a long-term continuation of said contract, on a random patrol basis. The park district is also working with the Will County Sheriff's Department to patrol various park facilities.

Pam Kohlbacher reported that she was contacted by a neighbor regarding possible gang-related activity at park district basketball courts. Jim Randall noted he continues to work with Deputy Duane Davis, and no problems or gang activity were cited by him or fellow officers patrolling the site. Mr. Randall will take action if warranted or recommended by the Will County Sheriff's Police.

VIII. Committee Reports

A. Maintenance

Jim Randall is pleased with the seasonal crews, noting the addition of Julie Arvia, Master Gardener, and Tom Cruschiel made positive impacts on the department.

Julie Arvia has proposed the idea of constructing a greenhouse for the park district in order to grow bedding plants. Ms. Arvia is highly knowledgeable and her well-trained staff often works independently.

Tom Cruschiel, a substitute teacher, is managing less-seasoned maintenance crews, training through example.

B. Recreation

Jim Randall reported that Chyenne Frieh is leading a strong day camp staff, successfully overseeing the largest day camp group comprised of 60+ participants since its inception.

RecTrac software is scheduled to be updated on Wednesday, June 21st. Mr. Randall noted the update process is necessary to prepare the system for online registration which will be offered beginning in the fall of 2006.

C. Special Recreation

Jim Randall noted that staff is working through substantial changes created by recent turnovers on the SSSRA Board of Directors.

The gardening program, developed by Master Gardener, Julie Arvia and in conjunction with the SSSRA is going well. Six special needs participants are enjoying working at the new elevated garden facility.

D. Finance and Planning

Jim Randall distributed an early draft of the Budget and Appropriation Ordinance that will be finalized and introduced for passage at the July Board Meeting. The appropriate legal notice will be published in advance of the meeting. Mr. Randall noted the substantial increase in the operating budget, now exceeding \$3 million.

Jim Randall informed the Board that the annual audit will begin in late June, and as in the past, the completed audit will be presented to Board Members in September or October.

E. Township Planning Commission

No report.

F. Lincoln-Way Area Parks

Jim Randall anticipates possible changes to the LAP program, due to the fact that the Mokena Community Park District, LAP member, now owns a similar facility within their district.

G. Carnival

Jim Randall noted that sales of mega passes for the June 21st - June 25th event have been slow, to date.

The area allocated for fireworks viewing was changed, as the launch point was moved to accommodate new homes built in the vicinity. The new 6-acre park site by the Union Creek Park concession stand was graded and hydro-seeded in preparation for the event and is accessed by a newly installed walking path.

H. Golf Course

Jim Randall stated that sales are currently \$2,000-\$5,000 above last year's numbers, despite adverse weather conditions.

IX. Election of Officers

Ken Blackburn made Motion 06-364 to open the floor for nomination of officers. Jill Simmons seconded. Motion carried in a vote by voice.

Ken Blackburn made Motion 06-365 to nominate Pam Kohlbacher as President. Phill Cherry seconded. Motion carried in a vote by voice.

Phill Cherry made Motion 06-366 to nominate Ken Blackburn as Vice President. Jill Simmons seconded. Motion carried in a vote by voice.

Phill Cherry made Motion 06-367 to close the floor for nomination of officers. Dave Macek seconded. Motion carried in a vote by voice.

X. 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.

It was decided that park district Board Meetings shall be conducted on the 3rd 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 continue serving on the Frankfort Township Planning Commission. No discussion.

President Pam Kohlbacher appointed Jim Randall to the SSSRA Board. Mr. Randall accepted said appointment, naming Audrey Marcquenski as his alternate. No discussion.

XI. Legal Report

Secretary, Jim Randall read Ordinance No. 06-06-194, Providing a Park Funds Investment Vehicle into the record, requesting Board approval for passage of same. Said ordinance names National City Bank, Frankfort, Illinois as the financial institution of choice for described account.

The Park Board tabled the issue, in favor of investigating additional local banks prior to decision.

Secretary, Jim Randall read Ordinance No. 06-06-195, providing Credit Card Authorization, into the record, requesting Board approval for passage of same. Said ordinance authorizes the Executive Director to issue limited use credit cards to park district employees for park district-approved expenses.

Ken Blackburn made Motion 06-368 to accept Ordinance No. 06-06-195, providing a Credit Card Authorization, as presented. Phill Cherry seconded. Following a full discussion, Motion carried.

XII. Treasurer's Report

Ken Blackburn made Motion 06-369 to accept the Accounts Payable Listing, pending audit. Jill Simmons seconded. Motion carried.

Secretary, Jim Randall presented a Doc-3 Resolution of Authorization for the proposed Brookside Glen Park Development, as required by the State of Illinois/IDNR OSLAD grant application process.

Ken Blackburn made Motion 03-370 to authorize the Executive Director to execute the Doc-3 Resolution of Authorization as presented. Jill Simmons seconded. Motion carried.

XIII. Old Business

Commissioner, Dave Macek, expressed appreciation on behalf of the Frankfort Square Baseball League, for the positive impact felt by the police presence at Union Creek Park.

XIV. New Business

Commissioner, Phill Cherry expressed gratitude for the skills his son Kyle Cherry learned under the tutelage of Ray Schmitz, Superintendent of Golf Course Maintenance. Mr. Cherry attributed the experience gained through his Square Links employment and the letters of recommendation drafted by Jim Randall and Mr. Schmitz to the fact that Kyle was accepted in the highly selective Rutgers University Turf Management Program.

President, Pam Kohlbacher commented on a resident's complaint regarding an ice cream vendor playing excessively loud music. Jim Randall stated that the individual secured necessary permits to do business in the area, but stated he will bring the matter to the attention of Will County Board Chairman, Jim Moustis.

XV. Executive Session

Ken Blackburn made Motion 06-371 to enter into Executive Session. Phill Cherry seconded. Motion carried.

A closed session was called for the purpose of discussing a property acquisition matter and personnel issue.

Ken Blackburn made Motion 06-372 to go out of Executive Session. Phill Cherry seconded. Motion carried.

XVI. Adjournment

Phill Cherry made Motion 06-373 to adjourn the meeting at 8:45 p.m. Jill Simmons seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

Board Meeting Minutes-Closed Session
June 15, 2006

Motion 06-371 made by K. Blackburn, seconded by P. Kohlbacher to go into executive session.
Motion carried.

The Board discussed a property acquisition matter.

Motion 06-372 made by K. Blackburn, seconded by P. Cherry to return to open session. Motion carried.

PUBLIC HEARING

July 20, 2006

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. 06-07-198.

I. Call to Order

The Meeting was called to order at 6:33 p.m.

II. Roll Call

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

Absent was: Barb Libowitz and Jill Simmons

III. Public Hearing

Ken Blackburn made Motion 06-374 to open the floor for the Public Hearing of the Budget and Appropriation, FY May 1, 2006 through April 30, 2007.

A sample copy of the Budget and Appropriations Ordinance for fiscal year beginning May 1, 2006 and ending April 30, 2007 was on display at the park district office from June 20th through July 20th for public inspection.

A legal ad, noting the date, time, and place of the public hearing was published in the Thursday, July 6th edition of the Frankfort Neue Presse.

The floor was opened for thirty minutes in order to facilitate and allow for comments from late arriving community members.

No members of the public were present to provide input.

Ken Blackburn made Motion 06-375 to close the floor for the Public Hearing. Dave Macek seconded. Motion carried.

IV. Adjournment

Ken Blackburn made motion 06-376 to adjourn the public hearing at 7:00 p.m. Dave Macek seconded. Motion passed unanimously.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

July 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. Pledge of Allegiance

III. Roll Call

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

Absent was: Barb Libowitz and Jill Simmons

IV. Public Input

No community members were present to provide input.

V. Correspondence

The following items were distributed for Board review:

- A. Resident letter directed to Jim Randall regarding the girls' softball program.
- B. A sample of thank you letter directed to Brenda Kushner, Superintendent of Early Childhood from a preschool parent.

VI. Presentation of the June 15, 2006 Board Meeting Minutes

Ken Blackburn made Motion 06-377 to accept the June 15, 2006 Board Meeting Minutes as presented. Phill Cherry seconded. Motion carried.

VII. Legal Report

Park District Attorney, Dick Hutchison reported that resolution of the McDonnell property issue (*ref. March 30, 2006 Minutes, Sect. VI, Legal Report*), is pending to date.

President, Pam Kohlbacher presented Ordinance No. 06-07-196, Determination of Prevailing Wages for Board approval.

Ken Blackburn made Motion 06-378 to accept Ordinance No. 06-07-196, the Determination of Prevailing Wages. Phill Cherry seconded. Motion carried. Attorney Dick Hutchison will file said Ordinance with Will and Cook Counties as required.

Secretary, Jim Randall read into the record Ordinance No. 06-07-197, Provision of a Business Checking Account with National City Bank, Frankfort, Illinois, requesting Board approval for passage of same.

Ken Blackburn made Motion 06-379 to accept Ordinance No. 06-07-197 as presented. Dave Macek seconded. Motion carried.

VIII. Treasurer's Report

Ken Blackburn made Motion 06-380 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

President, Pam Kohlbacher read Ordinance No. 06-07-198, Budget and Appropriation into the record and requested Board consideration for passage of same.

Jeff Roach made Motion 06-381 to accept the Budget and Appropriation Ordinance No. 06-07-198 as presented. Ken Blackburn seconded. Park Attorney, Dick Hutchison will file the ordinance and supporting documents with Will and Cook counties as required.

IX. Executive Director's Report

Jim Randall sought Board approval for the permanent removal of basketball hoops from Community Park, under advisement by the Will County Sheriff's Department in order to alleviate disturbances at the site.

Dave Macek made Motion 06-382 approving the permanent removal of basketball hoops from Community Park. Phill Cherry seconded. Motion carried.

Jim Randall informed Members present that fill from the bike path project was used to create berms at the Union Creek Park football fields. Said areas were planted with various species of trees and fescue grass, creating sound barriers and an aesthetically pleasing landscape.

Jim Randall reported that the new Athletic Supervisor, John Keenan, has already proven to be a great asset to the recreation department. Recreation is now operating at full strength, with John assuming responsibilities.

Staff is working on final preparations for the July 22nd golf tournament.

X. Committee Reports

A. Maintenance

Jim Randall reported on the high level of productivity demonstrated throughout the maintenance department, further commenting that this summer is proving to be the best in park district history.

Mr. Randall stated the golf course maintenance staff is exceptional and the grounds have never been in better condition.

B. Recreation

Jim Randall noted that staff is busy finalizing the fall brochure.

Office computer systems have been configured for online registration, which Mr. Randall stated will be instituted with the release of the fall brochure.

C. Special Recreation

Jim Randall reported that the agency recently hired a part-time public relations person.

Jim Randall noted that SSSRA has been actively pursuing grant opportunities with relative success.

A golf outing is being planned for the month of September.

Multiple SRA's attended a softball program hosted by the SSSRA at Union Creek Park. The agency thanked the maintenance department for preparing the fields for the event.

D. Finance and Planning

Jim Randall reported on the excellent financial condition of the park district, and further stated that grant installment loans and the T.A.W. obligations have been satisfied.

Staff is currently updating the park district inventory, adding properties and equipment purchases that exceeded \$2,000 over the past fiscal year as part of the audit process.

Jim Randall anticipates that the annual audit, currently underway, should be complete by the end of September.

E. Township Planning Commission

Jim Randall reported on the development planned for the corner of Route 30 and Frankfort Square Road.

F. Lincoln-Way Area Parks

Jim Randall informed the Board that L.A.P. hired personal trainers, a new service for program participants beginning in the fall.

G. Carnival

Jim Randall stated preliminary numbers look positive, with concession profits and fireworks donations setting record revenues. A final report will be issued pending the receipt of invoice from the Tinley Park Police Department for security services rendered during said event.

H. Golf Course

Jim Randall was please to report the golf course is enjoying a successful year with record sales figures.

XI. Old Business

No old business was discussed.

XII. New Business

Vice President, Ken Blackburn discussed the issue of unsightly signs posted at Community Park on the corner of St. Francis and Frankfort Square Road, and asked if the park district could remove the signs. Jim Randall stated the issue falls under the jurisdiction of the Frankfort Highway Commissioner, and he will look into the matter and report his findings at the August Board Meeting. Mr. Randall will also research the legalities of drafting a sign restricting ordinance to address the matter.

President, Pam Kohlbacher suggested the Board study the matter of upcoming Friday night dances, and be prepared to discuss possible solutions to problems experienced during last season's events, when the Board reconvenes in August.

XIII. Executive Session

Ken Blackburn made Motion 06-383 to enter into Executive Session.
Dave Macek seconded. Motion carried in a vote by voice.

A closed session was called for the purpose of discussing a property acquisition matter.

Ken Blackburn made Motion 06-384 to go out of Executive Session.
Dave Macek seconded. Motion carried in a vote by voice.

XIV. Adjournment

Phill Cherry made Motion 06-385 to adjourn the meeting at 7:50 p.m.
Dave Macek seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell

Board Meeting Minutes-Closed Session
July 20, 2006

Motion 06-383 made by K. Blackburn, seconded by D. Macek to go into executive session.
Motion carried.

The Board discussed a property acquisition matter.

Motion 06-384 made by K. Blackburn, seconded by D. Macek to return to open session. Motion carried.

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

August 17, 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: Phill Cherry, Barb Libowitz, Dave Macek, Pam Kohlbacher, Jeff Roach, and Jill Simmons.

Ken Blackburn arrived at 7:07 p.m.

IV. Public Input

No members of the public were in attendance.

V. Correspondence

A. Jim Randall submitted two letters, one from Frankfort Fire Chief Grady and one from Will County Tax Supervisor, Tim Reading. Both letters were complimentary of the park district's 2006 Gold Medal video.

VI. Presentation of the July 20, 2006 Public Hearing Minutes and the July 20, 2005 Board Meeting Minutes.

Phill Cherry made Motion 06-386 to accept the July 20, 2006 Public Hearing Minutes and the July 20, 2006 Board Meeting Minutes as presented. Dave Macek seconded. Motion carried in a vote by voice.

VII. Legal Report

Park District Attorney, Dick Hutchison, was unable to attend the August Board Meeting, but reported activities to Secretary, Jim Randall as follows:

The park district received a \$3,000 tax bill from the Cook County Assessor's office for property located in Matteson. Mr. Hutchison is investigating the matter, as the site was recorded as park district property several years ago.

Mr. Hutchison is currently researching easement property at Hunter Prairie Park, as neighbors encroaching fence installations may hamper the park district's efforts to insure safe passage to students attending the new junior high.

A plat of survey for McDonnell property will be forwarded to the park district.

Secretary, Jim Randall, read Ordinance No. 06-08-199, Restrictions of Sign Postings, into the record and requested Board approval of same.

Ken Blackburn made Motion 06-387 to accept Ordinance No. 06-08-199 Restrictions of Sign Postings as presented. Barb Libowitz seconded. Motion carried.

VIII. Treasurer's Report

It was determined by the Board to defer action on the Accounts Payable Listing allowing Commissioners time to review the A.P. and Treasurer's Report documents that were not made available until the August 17, 2006 meeting.

IX. Executive Director's Report

Jim Randall reported on a fire at the inline hockey rink resulting in approximately \$25,000-\$30,000 in damages. Mr. Randall complimented the Will County and Tinley Park fire and police departments for their quick response and action. Six minors, allegedly involved, were apprehended and arrested.

Jim Randall reported on an incident at the dog park. A dog owner and her beagle who were not registered members of the dog park were bitten by another dog in a minor altercation. Following the incident, the victim filed a police report. Mr. Randall will mail newsletters to registered members, asking them to report any non-member use of the facility.

Jim Randall discussed plans to install a small brick patio at the dog park entrance.

Landscape architect, John Vann, is working on landscape designs for the new junior high school. Jim Randall will distribute said designs for Board review upon receipt. Planning for the athletic fields will be underway as landscaping work is finalized, and as previously discussed, once the fields are complete, the park district will be responsible for the earth moving, grading, and seeding the site. In exchange, the park district will have full use of the fields for programming.

Lincoln-Way High School requested permission to use a portion of Lot 7 to create a storm water runoff and filtration. In exchange, they will restore the ditchline behind residents' homes. Existing soccer fields will not be affected by said action.

Jim Randall requested Board consideration to contract with Bill's Landscaping for maintenance work to include mowing, weed eating, edging, and blowing off sidewalks at Plank Trail, Crystal Lakes, Odyssey, White Oaks, and Hawthorne Lakes Parks. Said contract would be on a trial basis at an approximate cost of \$2,200 per month for two months in the spring and two months in the fall. This action is being taken to assist the limited full time staff with the myriad of daily tasks. The Board unanimously approved said request.

Jim Randall reported that the Brookside Glen Subdivision, east of 80th Avenue is nearing completion and the detention area at 191st Street will be dedicated to the park district. Due to an existing 4:1 (25%) slope of the detention area, the builder has agreed to purchase a bank mower for the park district. Mr. Randall found the mower purchase to be a good compromise.

An Eagle Scout project, installation of mile markers along the bike trail, is scheduled for this week.

Jim Randall reported on plans to develop a master plan in-house. A questionnaire will be drafted and included in the winter/spring brochure. The Board will discuss format and content of the questionnaire at the November meeting.

The July 22, 2006 college scholarship golf tournament netted \$4,948.51. Jim Randall was very pleased with the response, and he anticipates holding another golf tournament next year. A questionnaire will be developed in the next 4-6 weeks for college-bound students interested in applying for scholarship funds.

Jim Randall discussed correspondence he received from the Frankfort Park District, wherein the Frankfort Square Park District Board of Commissioners were invited to attend a joint meeting with Burbach Aquatics.

X. Committee Reports

A. Maintenance

Jim Randall stated that all is going well within the maintenance department.

Julie Arvia and her staff have done a wonderful job with beautification throughout the district. Ms. Arvia has discussed plans to develop a greenhouse in the future, enabling the district to establish its own bedding plants and run gardening programs as well.

B. Recreation

Jim Randall stated the fall brochure is complete and is very pleased with the result.

John Staples, park district web designer, will conduct a training session for online registration procedures.

C. Special Recreation

The agency will be holding a golf outing on Friday, August 18th.

D. Finance and Planning

The GASB-34 report has been updated, and C.P.A., Greg Miller, will return on Tuesday, August 22nd, to finalize the annual audit.

E. Township Planning Commission

Commissioner, Jill Simmons reported on zoning issues presented by Mark Tracy of Fawn Landscaping. Mr. Tracy requested special use permits for outdoor storage of rental equipment and machinery at two locations in Mokena.

A discussion regarding the need for traffic signals at various intersections in Frankfort Square ensued. Jim Randall will draft a letter to Jim Moustis and Senator Maggie Crotty, requesting the installation of traffic signals at Frankfort Square Road and Route 30, Harlem Avenue and Benton Drive, and at 80th Avenue and Route 30.

F. Lincoln-Way Area Parks

Jim Randall reported that L.A.P. fall season will begin in early September.

Jim Randall noted that a registered program participant was using the services of a personal trainer, not employed by L.A.P. Members will be notified that such actions are not permitted.

G. Carnival

It was decided by the Board that no carnival will be held in the summer of 2007, and alternative event plans will be discussed at future Board Meetings.

H. Golf Course

Square Links revenues are up 10% over the previous year, and salaries are at a minimal increase.

Jim Randall discussed adding two new golf carts during the 2007 season.

Area high schools, Lincoln-Way and Victor Andrew have been using the golf course for golf meets and gym class outings. Said usage has helped to increase revenues.

XI. Old Business

No old business was discussed.

XII. New Business

Commissioner, Phill Cherry, proposed the idea of hiring security personnel to monitor illegal parking of cars along Mary Drew Parkway, adjacent to the football field. Following much discussion, it was decided that a letter would be drafted by the Board and directed to the Wildcats Football organization. Said letter will state that disregard for the no-parking rule will result in a fee being assessed to the Wildcats for usage of the facility, and security personnel will be contracted to enforce the traffic restrictions at the football league's expense.

XIII. Adjournment

Ken Blackburn made Motion 06-388 to adjourn the meeting at 8:30 p.m. Phill Cherry seconded. Motion carried.

Respectfully submitted:
Jill Simmons

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

September 21, 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: Phill Cherry, Barb Libowitz, Pam Kohlbacher, and Jill Simmons.

Dave Macek arrived at 7:02 p.m.
Ken Blackburn arrived at 7:07 p.m.

Absent was: Jeff Roach

Others present: Matt Lyke, Athletic Director at Lincoln-Way North High School

IV. Public Input

Mr. Lyke was in attendance to introduce himself as the newly hired Athletic Director for the Lincoln-Way North High School Campus. Mr. Lyke will work at Lincoln-Way East for two years prior to the opening of the new North campus, and is looking forward to developing a relationship within the community through various groups and agencies such as the Frankfort Square Park District.

V. Correspondence

A. Jim Randall submitted e-mail messages from residents, favorably commenting on the ease and convenience of online registration.

B. SSSRA Executive Director, Janet Porter, forwarded correspondence her agency received from a gardening program participant, expressing her satisfaction of the class. The program is conducted at the park district's elevated therapeutic garden by the district's Master Gardener, Julie Arvia.

VI. Presentation of the August 17, 2006 Board Meeting Minutes.

Barb Libowitz made Motion 06-389 to accept the August 17, 2006 Board Meeting Minutes as presented. Phill Cherry seconded. Motion carried.

VII. Legal Report

Park Attorney, Dick Hutchison reported on a matter wherein a preschool parent raised an objection to the immunization requirement. Mr. Hutchison reviewed documentation from the Illinois Department of Public Health and the Summit Hill School District 161 policy. It is the opinion of Attorney Hutchison that the park district is not required to pass an ordinance detailing an immunization policy. The park district can choose to follow state guidelines and may simply render a copy of the state mandate to individuals raising objections.

Jim Randall noted that an Executive Session will be conducted prior to adjournment of this meeting in order to decide upon parameters of a pending lease agreement with a commercial developer.

VIII. Treasurer's Report

Jim Randall informed Board Members that auditor, Greg Miller is working to finalize the annual audit. Additional detail was needed in order to complete the required GASB-34 portion of the audit.

Upon completion of the audit, Board Members will be given a month to review the document after which time Mr. Miller would be available to attend a Board Meeting to discuss the FYE 4/30/06 audit in full detail and answer any questions Board Members may pose.

Ken Blackburn made Motion 06-390 to accept the Accounts Payable listing, pending audit. Dave Macek seconded. Motion carried.

IX. Executive Director's Report

Jim Randall noted that the Square Links putting course was featured in the IPRA 2006 golf guide.

Staff are in the process of developing various pamphlets for park district programs and facilities, i.e. the Splash Park, Simba & Nala's Dog Park, Square Links Golf Course, and the Early Learning Center, were distributed for Board review. The project will be developed over the course of a year, and be used as a marketing/informative tool for residents.

Recreation staff developed the first edition of a dog park newsletter, titled the "News Hound". The quarterly publication will feature registered participants as well as informative pet-related articles which will be mailed to households of registered dog owners.

Jim Randall distributed photographs of the new slope mower in use. Said mower was purchased for the park district by the developer of the Brookside Glen Subdivision, as referenced in the August 17, 2006 Minutes, Section IX., Executive Director's Report.

Jim Randall discussed an agreement drafted by Sergeant Duane Davis of the Will County Sheriff's Department, granting jurisdiction to enter non-county areas to enforce park district code. Mr. Randall entered into said agreement, but Board Members have the power to rescind the covenant. A copy of the document will be distributed to Commissioners prior to the October meeting to allow full review prior to consideration of its passage.

Jim Randall reported that officers from the Will County Sheriff's Department were an intermittent presence at the last 7th & 8th grade dance. Their attendance, for the purpose of maintaining order, was provided at no cost to the park district.

Jim Randall presented the park district's appeal for OSLAD grant funding before the IDNR Board in Springfield. Mr. Randall is optimistic that the park district's application for funding and the Frankfort Township's application for the bike trail grant will be successful. Notification regarding funding assistance may be made prior to the November elections. If successful, the Brookside Glen East Park project would begin in the spring of 2007.

Jim Randall noted that tax distribution has been received from Cook County.

Jim Randall continues to work with the school district in the design of the new junior high athletic fields.

An access road has been installed at Lot 7 allowing egress for construction vehicles in excavating the new high school. The site is also being engineered for storm water run-off, per CPA guidelines. Residents bordering the site were informed via letter by Lincoln-Way, and Jim Randall noted the area will be restored to its original state at the end of the construction phase.

Jim Randall stated an Executive Session was placed on the agenda for the purpose of discussing a legal issue.

Plans are moving forward at the Walnut Creek subdivision. A park site, 6+ acres, will be developed along St. Francis once the subdivision reaches 25% completion. An approximately 1,000 square foot building will also be constructed and made available to the park district for small groups to conduct meetings.

The NRPA Congress will be held the week of October 9th in Seattle, Washington. Staff are making final preparations for the trip, and the Gold Medal announcements will be made in Opening Session on Wednesday, October 11th.

Audrey Marcquenski and Linda Mitchell will attend a Candidate's Meeting at the Will County Clerk's office in Joliet on Tuesday, September 26th, for the April Consolidated Elections.

X. Committee Reports

A. Maintenance

Jim Randall reported that he is pleased with the contract maintenance through Bill's Lawn and Landscape, easing the load imposed on the smaller core maintenance staff.

New lights were installed in the Community Center parking lot, providing greater light saturation.

An asphalt pad will be added to the back lot of the maintenance yard.

Speed bumps were installed at Hilda Walker, reducing the speed of traffic at this school/park site. Jim Randall also noted a dramatic improvement in regards to the illegal parking situation along Mary Drew Parkway at the Wildcats Football Field.

Jim Randall is working with the Tinley Park Police Department in the development of a parking ordinance and the development of a fire lane along Mary Drew Parkway.

Jim Randall discussed the increase in hayride requests by various groups such as the Boy Scouts, Girl Scouts, and SSSRA. Mr. Randall proposed sending letters to various groups asking for voluntary contributions of \$25 to offset the cost of maintenance staff and fuel. Said service will be provided whether or not groups donate the requested fee, but groups will have the opportunity to budget for the following year and payment will be required.

Mile markers were placed along the bike trail as part of an Eagle Scout project.

B. Recreation

Jim Randall informed the Board that fall registration increased by 17% over the previous year and is feels the increase may be due in part to the ease of online registration.

C. Special Recreation

Jim Randall reported on the success of the agency's recent golf outing which raised \$6,000.

SSSRA is holding their annual Octoberfest event on Saturday, October 7th, at Union Creek Park. The park will be closed to the public for this one day event and the closing will be posted on the 80th Avenue sign located at U.C. Park.

D. Finance and Planning

No report

E. Township Planning Commission

Jill Simmons stated no zoning issues came before the Planning Commission.

Jill Simmons offered to provide Township Planning Commission Minutes to the Park Board, if they would be interested in receiving them in their monthly packets.

F. Lincoln-Way Area Parks

Jim Randall reported on the purchase of new Porter volleyball equipment, to be used primarily for L.A.P. programming at Lincoln-Way East field house.

G. Carnival

The carnival committee report will be stricken from future agendas, after the final financial report is drafted, pending receipt of police invoicing.

H. Golf Course

Jim Randall informed Commissioners that American Express will be holding their annual \$1 million hole-in-one contest at Square Links on Saturday, September 23, 2006.

XI. Old Business

It was noted that the newly adopted Restriction of Sign Posting ordinance, passed on August 17, 2006, has proven successful in keeping unapproved signage from park district-owned property.

XII. New Business

President, Pam Kohlbacher inquired into the park district's community service hours policy. Jim Randall stated hours are only given to students for school or church related purposes.

XIII. Executive Session

Ken Blackburn made Motion 06-391 to enter into Executive Session. Barb Libowitz seconded. Motion carried.

A closed session was called for the purpose of discussing a legal matter.

Dave Macek made Motion 06-392 to go out of Executive Session. Ken Blackburn seconded. Motion carried.

XIV. Adjournment

Ken Blackburn made Motion 06-393 to adjourn the meeting at 8:00 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

October 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 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.

Jeff Roach arrived at 7:03 p.m.

IV. Public Input

No members of the public were in attendance.

V. Correspondence

A. Jim Randall submitted correspondence received from James G. Moustis, Supervisor of Frankfort Township, regarding attendance of park district representatives to an open forum on November 9, 2006, wherein traffic safety measures will be discussed.

B. Pam Kohlbacher submitted a note of appreciation addressed to the Park Board by a staff member for the opportunity presented to attend the NRPA Congress.

VI. Presentation of the September 21, 2006 Board Meeting Minutes.

Ken Blackburn made Motion 06-394 to accept the September 21, 2006 Board Meeting Minutes as presented. Dave Macek seconded. Jeff Roach abstained. Motion carried.

VII. Legal Report

Park Attorney, Dick Hutchison was absent from the October meeting, and Jim Randall reported on the following legal matters in his absence:

Jim Randall presented a revised edition of an intergovernmental agreement by and between the Will County Sheriff's Police and the Frankfort Square Park District.

Said agreement will allow the Will County Sheriff's Police to enforce park district ordinances and county codes on park-owned properties both in Will and Cook Counties. The Tinley Park Police Department consented to the parameters of the agreement. It was the opinion of Dick Hutchison, park attorney, that no ordinance is necessary and the document drafted by the Will County Sheriff's Department would be sufficient for passage.

Ken Blackburn made Motion 06-395 to accept the Will County Sheriff's Department Agreement. Dave Macek seconded. Motion carried in a vote by voice.

The Will County Assessor notified the park district that several new businesses protested their property assessment. The information was forwarded to Attorney Hutchison, and a letter will be sent to the Will County Assessor, noting the negative impact said protests will have on the district if approved.

VIII. Treasurer's Report

Ken Blackburn made Motion 06-396 to accept the Accounts Payable listing, pending audit. Jill Simmons seconded. Motion carried.

IX. Executive Director's Report

Joe Lesiak, Eagle Scout candidate, organized and executed the construction of a hay wagon as his Eagle Scout project, under the supervision and guidance of park district personnel. Jim Randall noted that following this season, the park district will construct an additional unit.

Jim Randall noted the contract with Bill's Lawn Maintenance expired for the season, and due to the quality of the work performed by the firm, he would consider hiring them again in the spring and fall seasons of 2007.

Jim Randall informed the Board that a \$40,000 DCEO grant was secured by State Representative Kevin McCarthy for the purchase and installation of accessible and tot playground equipment to be located at Union Creek, Plank Trail, and Hawthorne Lakes parks.

Jim Randall discussed the \$13,000 in Illinois state grant funds for AED and lightning detection system purchases, and the anticipated approval of \$400,000 OSLAD grant funding for the construction of Brookside Glen East Park. Due to the size and nature of the pending grant projects, the park district may need to consider alternate bond financing as all equipment must be purchased and installed prior to state reimbursement.

Jim Randall stated that staff is working on preparing alternate bond ordinances which are renewed on an annual basis.

Jim Randall discussed the potential wetland mitigation project at Indian Boundary South Park wherein the Army Corps of Engineers would restore the existing 4+/-acre site. The project, valued at \$90,000, would be the financial responsibility of the developer, and an agreement may be drafted and presented to the Board prior to final acceptance.

An opportunity to purchase two retired Tinley Park squad cars at a sum of \$1,500 per vehicle was presented. Jim Randall noted that with the expansion of seasonal staff, it would be a benefit to have the additional vehicles for recreation department and office staff use. The Board raised no objections to said purchase.

Jim Randall is currently developing a needs assessment survey that would be posted online. A preliminary draft will be forwarded to Board Members for input and approval prior to release.

Jim Randall noted that the annual audit should be complete and available for Board review by the end of October. Said audit may be presented at the November meeting for Board passage.

Various park district departments were directed to evaluate their operation during the first half of this fiscal year. Comprehensive overviews will include requests for necessary purchases that may be added to the next fiscal year budget. Jim Randall will meet with each department to discuss goals and plans for improvements, then present findings to the Board.

Jim Randall discussed the possibility of park district access to the Lincoln-Way North greenhouse. Future plans to develop a park district greenhouse are also under consideration. Certification in greenhouse management would be necessary to properly manage this type of facility, and Mr. Randall asked for Board approval to fund the education course for park district Master Gardener, Julie Arvia. Ms. Arvia would attend two classes per semester and complete the course over a two year period. The Board agreed to subsidize Ms. Arvia's education.

Counter tops were replaced in the Community Room kitchen, two preschool classrooms and the storage room. Jim Randall noted that all counters requiring replacement were located in the original section of the Community Center.

A preliminary scholarship document will be drafted and distributed to Board Members in their November Board packets. Criteria will be defined following Board input and subsequently made available to interested graduating seniors seeking a four year college degree. Applications will be distributed through the park district office and the Lincoln-Way East P.P.S. office.

Jim Randall was contacted by Doede Nursery regarding the possible purchase of a large stock of remaining shade trees. The Board granted approval for Mr. Randall to pursue the potential purchase.

X. Committee Reports

A. Maintenance

Jim Randall noted that due to the Wildcats Football organization conducting games until approximately mid-November, staff will be unable to administer normal winterization procedures.

Jim Randall reported that the process of winterizing all park buildings and irrigation systems is currently underway.

Jim Randall stated that asphalt prices have decreased, thereby reducing the expense of the asphalt pad scheduled for installation in the maintenance yard.

Full payment in the amount of \$17,000 for the slope mower by developer Malone & Moloney, (*ref. August 17, 2006 Minutes, Section IX, Executive Director's Report*), was rendered to the park district.

B. Recreation

Jim Randall stated it has become necessary to push back brochure deadlines allowing office staff additional time to prepare to enter program information into RecTrac.

Recreation staff will arrange a meeting with new Lincoln-Way Athletic Director, Matt Lyke, to discuss the park district's building and field usage at the new North campus.

C. Special Recreation

SSSRA enjoyed a successful Octoberfest event on October 7th at Union Creek Park. The organization commended park district staff on their assistance, and Mr. Randall further noted there were no complaints from residents regarding the park closure for this one day event.

D. Finance and Planning

No report.

E. Township Planning Commission

No report.

F. Lincoln-Way Area Parks

Jim Randall noted that the new Porter volleyball equipment (*ref. September 21, 2006 Minutes, Sect. X. Committee Reports, F. Lincoln-Way Area Parks*), was received and is now in use.

G. Carnival

Jim Randall stated the carnival section of Committee reports will be struck from future agendas. The Board agreed to postpone this annual summer event until a more suitable site can be found. The fireworks show will be held at a location to be determined.

H. Golf Course

Jim Randall noted that although excessive rainy weather negatively impacted play at the course during the month of September, revenues are still above the previous year's totals.

Jim Randall received many positive comments regarding the college scholarship golf tournament that was held on July 22, 2006. Plans to expand the event will be considered over the winter months.

XI. Old Business

In answer to a question posed by President Pam Kohlbacher regarding the Jaycees Haunted House held in the park district pole barn, Jim Randall noted this year is proving to be a well-run and successful event.

XII. New Business

Vice President Ken Blackburn inquired into the progress of repairing the inline hockey rink, following the arson fire this past fall. Mr. Randall replied that he is awaiting a quote from Athletica for equipment replacement. Once ordered, construction will take approximately four months. All necessary paperwork has been submitted to the park district's insurance carrier.

XIII. Executive Session

Ken Blackburn made Motion 06-397 to enter into Executive Session.
Dave Macek seconded. Motion carried.

A closed session was called for the purpose of discussing a legal matter.

Ken Blackburn made Motion 06-398 to go out of Executive Session. Jill
Simmons seconded. Motion carried.

XIV. Adjournment

Phill Cherry made Motion 06-399 to adjourn the meeting at 7:45 p.m.
Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

November 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, Barb Libowitz, Dave Macek, Pam Kohlbacher, Jeff Roach, and Jill Simmons.

Others Present: Brenda Kushner, Superintendent of Early Childhood Programming

IV. Public Input

No members of the public were present.

V. Correspondence

A. Congratulatory: Jim Randall submitted correspondence received from the Illinois Association of Park District Ted Flickinger, congratulating the park district on achieving Gold Medal finalist status.

B. Informative: Jim Randall submitted a letter he received from the Illinois Department of Natural Resources, regarding the \$400,000 grant award for the development of Brookside Glen East Park.

VI. Presentation of the October 19, 2006 Board Meeting Minutes.

Ken Blackburn made Motion 06-400 to accept the October 19, 2006 Board Meeting Minutes as presented. Barb Libowitz seconded. Motion carried.

VII. Legal Report

Park Attorney, Dick Hutchison was absent from the November meeting. Jim Randall reported on the following legal matter:

The park district will accept title to Brookside Glen properties east of 80th Avenue in the coming month to six weeks. There will be a delay of transfer for property where the Brookside Glen East Park will be located until all contractual obligations are met through the Illinois Department of Natural Resources for the OSLAD grant award at said site.

VIII. Passage of Ordinances

Park Secretary, Jim Randall read General Obligation Park Bond, Series 1989 Ordinance No. 06-11-200 into the record.

Ken Blackburn made Motion 06-401 to adopt Ordinance No. 06-11-200 as presented. Dave Macek seconded. Motion carried.

Park Secretary, Jim Randall read Bond Abatement-Series 2003, 2002, 1998 Ordinance No. 06-10-201 into the record.

Ken Blackburn made Motion 06-402 to adopt Ordinance No. 06-10-201 as presented. Dave Macek seconded. Motion carried in a vote by voice.

IX. Treasurer's Report

Barb Libowitz made Motion 06-403 to accept the Accounts Payable listing, pending audit. Jill Simmons seconded. Motion carried.

Jim Randall discussed the change of date for the December meeting. A public hearing for the tax levy will be held at 6:30 p.m. on December 4, 2006. Immediately following the hearing, the normal Board Meeting will be conducted.

Jim Randall informed the Board that notice of the annual levy will be published in the November 23, 2006 issue of the Frankfort Neue Presse.

Jim Randall inquired as to whether the Board felt it necessary for Greg Miller, CPA from the auditing firm of Wermer, Rogers, Doran, and Ruzon, to attend a future meeting of the Board to review the annual audit. It was the general consensus of the Board that no review would be necessary. If any Commissioners have specific questions, Mr. Miller will be available by phone.

X. Executive Director's Report

Jim Randall reported that the wetland mitigation project tentatively scheduled at Indian Boundary South, (*ref. October 19, 2006 Minutes, Sect. IX, Executive Director's Report*), was cancelled indefinitely. Mr. Randall noted the individual assigned by the Army Corps of Engineers was not interested in the scope of the project. Jim Randall will correspond with the Army Corps in an attempt to solicit reconsideration of the project.

Jim Randall and Commissioner, Jill Simmons attended the Frankfort Township forum, on Thursday, November 9, 2006, wherein the topic of discussion was increased traffic flow and possible signalization throughout the community.

A survey will be included in the winter/spring brochure and will also be available online. Due to the nature of its distribution, Mr. Randall noted the responses will be generated by residents who use park district facilities and programs. It will serve as a useful tool in determining users' needs, but it will be necessary to outsource for a community-wide survey in the next year to sixteen months.

XI. Committee Reports

A. Maintenance

The maintenance department is in the process of winterizing all parks and facilities.

B. Recreation

Jim Randall discussed the release of the winter/spring brochure, scheduled for mailing on December 27, 2006, followed online registration beginning on January 1, 2007.

C. Special Recreation

The SSSRA Board welcomed a new representative from Country Club Hills Park District.

Denise Adducci from Park Forest Recreation & Parks Department, was recognized for serving on the SSSRA Board for the past twenty years.

Jill Bartholomew, will retire her position at Homewood-Flossmoor Park District, and will stepping down from the SSSRA Board.

SSSRA staff and participants are planning a Charlie Brown production at the Park Forest theatre in December.

D. Finance and Planning

A public hearing will be held on Monday, December 4, 2006 for Tax levy. Following the levy hearing, the normal monthly Board Meeting will be held.

Jim Randall will begin work on the next fiscal year budget after the first of the year. The Board will meet to discuss budgetary guidelines in February and March of 2007.

Jim Randall stated that all grant documents are now in place and the bid process for various projects should begin in late January or early February.

E. Township Planning Commission

Commissioner, Jill Simmons stated no zoning issues have come before the Planning Commission.

F. Lincoln-Way Area Parks

Jim Randall noted that all operations of the L.A.P. program are going well.

G. Golf Course

Square Links is closed for the season.

Jim Randall and Bob Guler, Supervisor of Golf Operations, will attend the annual Will-South Cook Public Agency Golf Summit. A course survey will be completed in conjunction with the summit, detailing various areas of operation. Said survey allows a comparison of similar area golf courses. Mr. Randall also noted that two golf courses, Hidden Meadows in Park Forest and Willow Run in Marley have been sold and will be subdivided for home development.

XII. Old Business

No old business was discussed.

XIII. New Business

President, Pam Kohlbacher, read Resolution No. 06-11-05 into the record.

By unanimous decision, the Park Board adopted Resolution No. 06-11-05, recognizing Brenda Kushner, Superintendent of Early Childhood Programming, for her twenty five years of distinguished service to the Frankfort Square Park District.

XIV. Adjournment

Ken Blackburn made Motion 06-404 to adjourn the meeting at 7:43 p.m. Jill Simmons seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
TRUTH IN TAXATION HEARING MINUTES

December 4, 2006

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 6:30 p.m.

II. Roll Call

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

Ken Blackburn and Dave Macek arrived at 6:40 p.m.

Absent was: Barb Libowitz

III. Public Hearing

Jill Simmons made motion 06-405 to open the Truth and Taxation Hearing for Tax Levy Ordinance #06-12-202. Phill Cherry seconded. Motion carried.

No members of the public were present for input.

IV. Adjournment

Ken Blackburn made motion 06-406 to close and 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 4, 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 members of the public were present for input.

V. Correspondence

A. Thank you letter

- Jim Randall presented a letter of appreciation received from the Indian Trail School Garden Club for the support he lent throughout the program.
- President, Pam Kohlbacher, presented a letter of appreciation from Superintendent of Early Childhood Programming, Brenda Kushner, for the 25th anniversary party celebrated in her honor by the Board of Commissioners and park district staff on November 16, 2006.

B. Resident Input

- Jim Randall presented e-mail messages from residents, along with park district responses, concerning inquiries and comments made regarding various programs.

VI. Presentation of the November 16, 2006 Board Meeting Minutes.

Ken Blackburn made Motion 06-407 to accept the November 16, 2006 Board Meeting Minutes as presented. Jill Simmons seconded. Motion carried.

VII. Legal Report

Jim Randall reported the following matter in Attorney, Dick Hutchison's absence:

Mr. Hutchison is working with the Brookside Glen developer's attorney, in the transfer of five properties located within the development. Four parcels will be transferred immediately, and one parcel, the Brookside Glen East Park site, will be transferred when contractual obligations are met through the OSLAD grant process with the Illinois Department of Natural Resources.

Mr. Hutchison is reviewing an intergovernmental agreement, drafted by the Village of Tinley Park law firm of Klein, Thorpe and Jenkins, LTD. Said agreement by and between the village and Frankfort Square Park District will allow for enforcement of park district rules and regulations on park-owned property, if adopted by the Park Board.

VIII. Treasurer's Report

Ken Blackburn made Motion 06-408 to accept the Accounts Payable Listing, pending audit. Jill Simmons seconded. Motion carried.

IX. Presentation of Tax Levy Ordinance

Secretary, Jim Randall presented Tax Levy Ordinance No. 06-12-202 for fiscal year 5/1/06-4/30/07 for Board approval.

Mr. Randall noted that in setting the levy rate at more than 105%, the park district was able to take advantage of the maximum allowable rate, insuring residents' park district taxes will not increase.

Ken Blackburn made Motion 06-409 to approve Tax Levy Ordinance No. 06-12-202 as presented. Phill Cherry seconded. Motion carried.

X. Executive Director's Report

Jim Randall met with grant administrator, Mark Yergler, for the purpose of reviewing procedures for the Brookside Glen East Park OSLAD grant.

Three outstanding grant projects, AED and Thor Guard Lightning Detection System, additional playgrounds, and the Brookside Glen East Park construction will be publicly bid in January or February, 2007.

Jim Randall notified Board Members that restoration work began at the hockey rink, following the arson fire in the fall of 2006. The individuals responsible for the damages will be prosecuted by the States' Attorney.

Mr. Randall noted that the park district's insurance carrier rendered payment for necessary repairs of the hockey rink, and the insurance company will seek restitution from the offending parties.

An individual was arrested on DUI charges at Hunter Prairie Park. Jim Randall reported that the offender will be prosecuted and the park district will seek restitution for damages caused at the park facility by his actions.

Jim Randall reported on the Lincoln-Way North High School informational meeting that was held on November 21, 2006 at the park district Community Center. Highlights of the meeting included state of the construction, staff was introduced, and Dr. Wyllie informed those present that all five athletic fields will be lighted.

Jim Randall and Superintendent of Recreation, Audrey Marcquenski, met with Lincoln-Way North Athletic Director, Matt Lyke to discuss cooperative facility usage for programming. Mr. Lyke plans to infuse new and different energy into the North athletic program, i.e. creating events such as parades that would involve participation of the whole community.

The next meeting of the Park Board will be conducted on January 18, 2007. Due to the extended time-frame prior to the next meeting, Jim Randall will forward information updates to Board Members as necessary.

XI. Committee Reports

A. Maintenance

Staff placed seasonal lights and decorations at Community Park, and Jim Randall informed the Board that the display was vandalized on the following day.

B. Recreation

The winter spring brochure will be sent to the post office on December 27, 2006, and will be mailed to residents by the end of December. Jim Randall commented on the extended time frames staff must now adhere to when working on the tri-annual brochure, due to the added responsibilities imposed by online registration.

C. Special Recreation

Jim Randall will attend a luncheon on December 5th, in honor of Jill Bartholomew's retirement from her position as SSSRA Board Member, representing Homewood-Flossmoor Park District.

D. Finance and Planning

Jim Randall will begin work on the budget process after the first of the year. Board Members were encouraged to forward any ideas for any potential projects not included in the park district's master plan or the current grant project list to Mr. Randall for inclusion in the next fiscal year budget.

Jim Randall noted that the main focus addressed in the next fiscal year will be to fix and maintain existing equipment and facilities.

Board Members will begin holding budget meetings after the first of the year. Jim Randall will notify Commissioners of established meeting times and dates.

Jim Randall noted that resident requests for additional playground equipment at White Oak and Plank Trail Parks will be completed in the coming fiscal year. Additional ADA playground equipment will be installed at Union Creek Park. State Representative, Kevin McCarthy secured \$40,000 in state grant funds for said projects.

Jim Randall discussed the user survey, per a question posed by President, Pam Kohlbacher. Said survey will be promoted through the winter/spring brochure and available online. Individuals completing surveys will be eligible for one of six \$50 raffle prizes. The financial incentive will be awarded at the close of the survey process, at an upcoming Board Meeting.

E. Township Planning Commission

Jill Simmons commented that the park district's December meeting was held prior to the meeting of the Planning Commission, therefore no report was rendered.

F. Lincoln-Way Area Parks

No report

G. Golf Course

Supervisor of Golf Operations, Bob Guler, completed an end-of-the year report, reflecting a 5% increase over the 2005 season revenue. A copy will be rendered for Board review, as requested by Vice President, Ken Blackburn.

April 1, 2007 is the projected date of opening for the 2007 season. Jim Randall noted that if mild temperatures are experienced in the month of March, the course may be opened on a limited basis prior to the advertised opening date.

Jim Randall is currently investigating the development of a 10-year master plan for the golf course. Projects that improve the playability of the course could be completed gradually on annual basis.

XII. Old Business

Jim Randall noted that maintenance is finishing up a wetlands review as part of the 2003 Master Plan. Upon completion of the plan, Mr. Randall hopes to create a new master plan for future park district development.

Jim Randall asked Board Members to promote the college scholarship, encouraging students to access applications and/or seek information at the park district or the Lincoln-Way High School PPS office. A scholarship committee was formed with park staff and Board volunteers. Per a question posed by Commissioner, Jill Simmons, Jim Randall stated a total of five \$1,000 scholarships will be awarded to high school students seeking higher education.

XIII. New Business

No new business was addressed by the Park Board.

XIV. Adjournment

Ken Blackburn made Motion 06-410 to adjourn the meeting at 7:12 p.m. Jill Simmons seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

January 18, 2007

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.

Also present: Gregory L. Dose, Attorney from the firm of Goldstein, Skrodzki, Russian, Nemec and Hoff, Ltd.

IV. Public Input

No members of the public were present for comment.

V. Correspondence

Season's greetings, letters of appreciation, and resident concerns, and informative correspondence regarding new commercial development at 191st & Harlem Avenue were presented for Board review.

VI. Presentation of the December 4, 2006 Truth in Taxation Public Hearing Minutes, and December 4, 2006 Board Meeting Minutes.

Ken Blackburn made Motion 07-411 to accept the December 4, 2006 Board Meeting Minutes as presented. Dave Macek seconded. Barb Libowitz abstained. Motion carried.

Dave Macek made Motion 07-412 to accept the December 4, 2006 Truth in Taxation Public Hearing Minutes as presented. Jill Simmons seconded. Motion carried.

VII. Legal Report

Secretary, Jim Randall, read Ordinance No. 07-01-204, Rules Governing Parking at Union Creek Park, Tinley Park, Illinois into the record. Said ordinance grants authorization to the Tinley Park Police Department to enforce parking rules and regulations on the park district-owned property, insuring the safety of park patrons.

Phill Cherry made Motion 07-413 to adopt Ordinance No. 07-01-204 as presented. Ken Blackburn seconded. Motion carried.

Secretary, Jim Randall, read Ordinance No. 07-01-203, an ordinance authorizing the sale of unneeded real estate located at 191st & Harlem Avenue in Tinley Park, Illinois, for a total cash value of \$430,000.

Mr. Randall noted that the park district will be required to petition the Circuit Court of the Twelfth Judicial Circuit, Will County, Illinois, for the right to sell the property. A public notice will be published in advance of the hearing, and if court approval is granted, the park district will then transfer property to AETNA Corporation, pending Board consideration. A clause was built into said the sales agreement, voiding the action of the court denies the park district's request.

Attorney Gregory L. Dose and park district attorney Dick L. Hutchison were present to address any questions or concerns Board Members may have regarding the property sale.

Ken Blackburn made Motion 07-414 to adopt Ordinance No. 07-01-203 as presented. Dave Macek seconded. Following a full and complete discussion, motion carried.

Secretary, Jim Randall presented Ordinance No. 07-01-205, authorizing the park district to enter into an installment contract with First United Bank, Frankfort, Illinois for the purpose of funding the completion of various state grant awards projects, totaling \$453,000.

Ken Blackburn made Motion 07-415 to approve Ordinance No. 07-01-205, as presented. Phill Cherry seconded. Following a complete discussion, Motion carried.

Park Attorney, Hutchison will complete annual filings for tax exempt status of park district-owned properties.

VIII. Treasurer's Report

Jill Simmons made Motion 07-416 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

IX. Executive Director's Report

Jim Randall detailed a projected distribution of funds through the sale of property as noted in *Legal Report, VII., Motion 07-414*.

Fund distribution from the alternate bond sale as noted in *Legal Report, VII., Motion 07-415*, is scheduled for February 1, 2007.

Jim Randall informed the Board that Lincoln-Way High School District 210 will hold a second informational meeting regarding the progress of the North campus construction. Said meeting will be held at the park district Community Center on February 15th, at 6:00 p.m.

Jim Randall entered into an agreement with Constellation NewEnergy for the provision of electric service on behalf of the park district. The firm was introduced through the IPRA, a measure driven by rising ComEd energy costs which went into effect on January 1, 2007.

Jim Randall is working on securing a new site for the annual summer fireworks display and possible day of activities and special events. Said event will take place in August prior to the start of the new school year.

Staff has begun the process of working on the 2007 Gold Medal Award Program application.

Jim Randall reported on the annual Family Fun Faire which will be held on March 17, 2007, at Lincoln-Way East High School.

Jim Randall stated that results of surveys received to date have been very positive. Final results will be rendered for review at an upcoming Board Meeting.

Jim Randall was contacted by Robin Hall, Director of Office of Recreation and Park Resources at the University of Illinois at Urbana-Champaign, in regards to conducting a needs assessment survey and developing a master plan. If Mr. Hall's proposal meets with Board approval, said process could begin in the fall of 2007, and provide the park district with a guide for future planning.

Jim Randall contracted with Land Resources Management Group to design a five year master plan for all park district-owned native areas. Said plan will detail the successes and failures of native landscaping, provide information on planned vegetation to improve the quality of wetlands and ponds throughout the district.

Jim Randall is investigating a new lock system for the dog park. Said system, costing \$3,800 for both doors will restrict non-members from using the facility. Members will gain entry with a key fob, distributed at time of registration and/or registration renewal. Following a full discussion, the Board agreed to the measure. Signage will be posted at the site regarding the May 1, 2007 implementation of the system. Mr. Randall noted that if successful, a similar lock may be considered for the skate park.

Jim Randall met with the new FSBL president, Craig Maksymiak, and discussed fencing improvements for ball fields at Union Creek Park. Additional fencing will contain foul balls and line drives, insuring the safety of park patrons.

Jim Randall notified Board Members that he is seeking pricing for the addition of two golf carts and a ball picker for the park district golf course.

Bill's Lawn Maintenance and Landscaping may be contracted for season-long maintenance of satellite park sites, following the success of the 2006 fall season contract. Jim Randall noted that outsourcing the sites is a fiscally sound measure due to the reduction in seasonal personnel hiring, and insures that maintenance staff will remain centrally located.

A full discussion regarding automatic door openers ensued. Jim Randall noted that an optically controlled system installation at the Community Center would make the building adaptive, and would be fully funded through the Special Recreation levy. Vice President, Ken Blackburn urged Mr. Randall to investigate the button-arm system used by the Frankfort Library.

Jim Randall discussed a personnel issue in session.

X. Committee Reports

A. Maintenance

Park Superintendent, Jeff Mecher, is currently developing an updated schedule of maintenance duties for the upcoming season.

Maintenance staff will begin mowing park district wetlands within the next week, flattening vegetation in preparation for a spring burn.

LRMG will begin a more aggressive approach to eradicating reed canary grass in the upcoming season.

B. Recreation

Jim Randall commented on the high level of activity staff is experiencing with the onset of winter programming.

Online registration went well, with record numbers of individuals participating in park district programs. Jim Randall credited the positive response to outstanding programming options offered in the winter/spring brochure.

C. Special Recreation

The Lansing Park District has requested inclusion in the SSSRA. Their distance to the agency may present a problem, and Jim Randall noted the earliest Lansing could be incorporated into SSSRA would be September, 2007.

D. Finance and Planning

Jim Randall is beginning the annual budget process.

Bid documents for the Thor Guard Lightning Detection System will be drafted and posted by February 1, 2007, insuring the purchase and installation will be complete in time for the 2007 spring/summer season.

Jim Randall discussed the development of Brookside Glen East Park bid documents, scheduled to be published by mid to late February.

E. Township Planning Commission

Commissioner, Jill Simmons, stated that no zoning issues came before the Commission at this month's meeting.

F. Lincoln-Way Area Parks

Jim Randall requested Board consideration for the purchase of lighting for the five athletic fields at the Lincoln-Way North High School. Material cost incurred by the park district would be \$275,000, and the high school will be responsible for the installation. The cooperative agreement by and between Lincoln-Way District 210 allows the park district first use of athletic fields when not in use by the school. In addition, the park district will be responsible to schedule all field usage requests. Said purchase would demonstrate a strong level of commitment on behalf of the park district.

G. Golf Course

Plans are underway for the Lincoln-Way North golf team use Square Links Golf Course for practices and matches.

The second annual golf tournament is scheduled for the month of July. Staff has discussed expanding the event by offering a Father/Son-Mother/Daughter tournament on Friday, a youth on Wednesday, and the adult tournament on Saturday. Jim Randall noted he may again seek temporary liquor license for the event.

XI. Old Business

No old business was discussed.

XII. New Business

Summit Hill School District 161 Superintendent, Keith Pain, expressed appreciation to Jim Randall for assistance in the planning and development of athletic fields at the new junior high facility.

XIII. Adjournment

Ken Blackburn made Motion 07-417 to adjourn the meeting at 8:04 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

February 15, 2007

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

Absent was: Ken Blackburn

IV. Public Input

No members of the public were present for comment.

V. Correspondence

A. Board Members reviewed a letter received from Robin Hall, Director of Recreation, Office of Recreation and Park Resources, commending the leadership of Executive Director, Jim Randall, and the accomplishments of the Frankfort Square Park District.

B. Correspondence regarding building usage for a fundraiser was presented for Board review.

VI. Presentation of the January 18, 2007 Board Meeting Minutes.

Dave Macek made Motion 07-418 to accept the January 18, 2007 Board Meeting Minutes as presented. Jill Simmons seconded. Motion carried.

VII. Legal Report

Park Attorney Dick Hutchison investigated a matter wherein the park district received the second installment property tax bill on a parcel of land in the Odyssey subdivision. Mr. Hutchison verified the park district's exemption petition was entered into the county computer system, but noted they are behind in granting exemption filings. The park district will render payment then file a certificate of error for reimbursement, under the advisement of Attorney Hutchison.

Attorney Hutchison submitted a stamped copy of the public hearing filing for the land sale, dated February 14, 2007, for park district file retention.

Closing documents, allowing the sale of unneeded land to the 191st Street developers, were submitted for signature. Secretary, Jim Randall will attend said closing on Friday, March 2, 2007.

Attorney, Hutchison requested a motion to reconsider Ordinance No. 07-01-203, Petition to Sell Unneeded Land Under Three Acres, as motioned and passed at the January 18, 2007, Board Meeting, *ref. VII., Legal Report, Motion 07-414*. Said request shall hereby rescind Exhibit B, Legal Description, and shall henceforth recognize Exhibit D as the accurate legal description of said parcel.

Phill Cherry made Motion 07-419 to reconsider the amended document, Exhibit D Legal Description, which shall be attached to the existing Ordinance No. 07-01-203, Petition to Sell Unneeded Land Under Three Acres. Jill Simmons seconded. Following a full discussion, motion carried.

Attorney, Dick Hutchison requested a motion to approve the amendments to Ordinance 07-01-203, Petition to Sell Unneeded Land Under Three Acres.

Phill Cherry made Motion 07-420 to approve Ordinance No. 07-01-203, amended per Motion 07-419. Dave Macek seconded. Motion carried.

VIII. Treasurer's Report

Dave Macek made Motion 07-421 to accept the Accounts Payable Listing, pending audit. Jill Simmons seconded. Motion carried.

IX. Executive Director's Report

A tree survey is currently in process, wherein all park district-owned trees will be identified and tagged.

The bid process for the OSLAD grant project, Brookside Glen East Park is currently underway.

Jim Randall continues to work with Landscape Architect, John Vann, on the design and bid documents for the athletic fields for the new Summit Junior School.

Jim Randall led a discussion regarding the need to reevaluate health insurance benefits for full time park district employees.

Audrey Marcquenski and Linda Mitchell completed the Gold Medal application, due by March 2, 2007.

Robin Hall, from the University of Illinois at Urbana Champaign is working to complete a master plan proposal for the park district.

Jim Randall's request to offer Clayton Wooldridge seasonal employment met with full Board support. The 3-6 month position will be added to the budget.

Various outdoor winter activities, captured by the Edelman film crew, will be added to the existing park district DVD. Families enjoyed the night sledding with outdoor fireplace while Lincoln-Way East hockey team scrimmaged. Jim Randall is considering promoting similar winter events at the Union Creek Park site in the future.

It was noted that due to more extensive damage caused by frozen pipes at the Summit Hill concession stand, it will be necessary to move ahead with renovation of the facility.

Jim Randall made allowances within the new budget for necessary replacement of the remaining older model furnaces at the Community Center.

Office staff met with John Staples, park district web provider, to discuss various online registration issues prior to the release of the summer brochure.

Jim Randall will present online survey results for Board review at the March Board Meeting.

Jim Randall recommends hiring Lohman Golf Designs to complete a master plan for Square Links Golf Course, following the receipt of three proposals from varying firms.

Jim Randall requested Board approval for purchase of two (2) Solo Rider accessible golf carts. Said carts will be purchased through the Special Recreation Fund.

Jill Simmons made Motion 07-422 approving the purchase of two (2) SoloRider accessible golf carts as requested. Barb Libowitz seconded. Following a full and complete discussion, Motion carried.

X. Committee Reports

A. Maintenance

Maintenance staff has done a great job maintaining parking lots during the recent snow and ice storms. Jim Randall noted that some damage was done to the façade at Arbury Hills School during snow removal and will be repaired by the park district.

B. Recreation

Chyenne Frieh notified Jim Randall that she will resign her position as Recreation Supervisor. Interim arrangements have been made, until a mid-level employee is hired.

Staff are preparing for the upcoming Family Fun Faire, to be held at Lincoln-Way East on Saturday, March 17, 2007.

Jim Randall noted that participation is at record levels due to exceptional program offerings.

C. Special Recreation

No report

D. Finance and Planning

Jim Randall noted the Board met to review the first draft of the 2007-2008 annual budget.

E. Township Planning Commission

Jill Simmons reported on a zoning issue regarding property at 84th Avenue that came before the Planning Commission. The proposed construction of multi-family units at said site has gone to the county for approval.

F. Lincoln-Way Area Parks

Jim Randall informed Board Members that Lincoln-Way will hold a second state of construction meeting at the park district Community Center.

G. Golf Course

No report.

XI. Old Business

No report.

XII. New Business

No report.

XIII. Adjournment

Phill Cherry made Motion 07-423 to adjourn the meeting at 7:49 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

March 15, 2007

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.

Also present: Park District Attorney, Dick Hutchison

IV. Public Hearing

A public hearing was included on the agenda to address the proposed OSLAD grant application for a greenhouse and natural areas improvement grant.

Jim Randall apprised Board Members on a recent planning meeting conducted to exchange ideas and for said improvements, based upon responses from an online/winter-spring brochure resident survey.

No members of the public were present at the March hearing for input.

A second public hearing will be held on April 15, 2007, allowing for public education/input on the matter.

V. Public Input

No members of the public were present for input.

VI. Correspondence

A. Jim Randall presented a resident-generated anonymous letter of complaint he received regarding the Wildcat's Football organization. Mr. Randall forwarded the letter to the president of the Wildcat's Football organization which was also presented for review by Board Members.

B. Jim Randall presented a resident letter, commenting on music played at park district dances, for Board review. Following a full discussion on the matter, President, Pam Kohlbacher tabled for future consideration.

VII. Presentation of the February 15, 2007 Board Meeting Minutes.

Jill Simmons made Motion 07-424 to accept the February 15, 2007 Board Meeting Minutes as presented. Dave Macek seconded. Ken Blackburn abstained, Motion carried.

VIII. Legal Report

Jim Randall presented an amended Developer Land Contribution Agreement between the Frankfort Square Park District and Broadacre Farms Limited Partnership, developers of the Walnut Creek Subdivision, for Board approval.

Phill Cherry made Motion 07-425 to authorizing acceptance of the Developer Land Contribution Agreement as presented. Ken Blackburn seconded. Following a full and complete discussion, Motion carried.

Jim Randall read Ordinance No. 07-03-206, Providing Authorization for Credit Card Issuance into the record, amending current providers.

Ken Blackburn made Motion 07-426, authorizing passage of Ordinance No. 07-03-206 as presented. Dave Macek seconded. Motion carried.

IX. Treasurer's Report

Ken Blackburn made Motion 07-427 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

X. Executive Director's Report

Jim Randall reported on the completion of the land/lease sale of unneeded land to the 191st Street developers. Proceeds from said sale, in the amount of \$430,000, were deposited into park district accounts.

Jim Randall noted that the bid opening for the OSLAD grant Brookside Glen East Park project is scheduled for Thursday, March 22nd.

Jim Randall discussed plans for the annual fireworks display to be held at Union Creek Park on Sunday, August 19th. Park district staff will plan one-day activities in lieu of the standard carnival.

The renovation project at the Summit Hill concession stand is well underway, and Jim Randall offered details on the progress.

Jim Randall recommended a change of venue for Board Meetings during the summer months, i.e. Hunter Prairie Park, the newly remodeled Summit Hill picnic shelter, Union Creek Park, and the golf course, thereby increasing the likelihood of public attendance.

Jim Randall sought Board approval to offer full time employment to Park Ecologist, Clayton Wooldridge, effective May 1, 2007.

Phill Cherry made Motion 07-428 to offer full time employment to Park Ecologist, Clayton Wooldridge for an annual salary not to exceed \$36,000. Ken Blackburn seconded. Motion carried.

Jim Randall will provide Board Members with final budget numbers and the monthly summary in advance of the April meeting.

Jim Randall distributed copies of the summer brochure for Board review, prior to the scheduled March 28th mailing date.

The scholarship committee will receive copies of the college scholarship applications. Applicant names will be stricken from the copies, thereby allowing for objective independent scoring by the committee members. Once scores are tabulated, letters of recommendation will be reviewed for final selection. President, Pam Kohlbacher will present the five (5) \$1,000 scholarships at the Senior Scholarship Night on May 15, 2007.

The Board agreed to meet on April 12, 2007, at 6:30 p.m., to review employee health insurance options. Two agents from different companies will present brief overviews of plans for Board consideration.

XI. Committee Reports

A. Maintenance

Jim Randall commented on complaints lodged by residents regarding the noise created by metal tree tags that were affixed to park district-owned trees as part of the tree inventory.

The new key lock system was installed at the dog park facility. Upon registration, members will be given a key fob, required for entry.

Golf course maintenance staff returned to work on February 15, 2007, in preparation for the March 31, 2007 opening.

B. Recreation

Jim Randall commented on complaints received regarding division of basketball teams. Athletic Supervisor, John Keenan will survey coaches at the end of the season to address the issues and find amenable solutions.

The Family Faire is scheduled on March 17, 2007, at Lincoln- Way East.

Superintendent of Recreation, Audrey Marcquenski, is seeking a qualified individual to replace Chyenne Friehe, Recreation Supervisor.

C. Special Recreation

Board Members voted to include the Lan-Oak Park District in the 10-member SSSRA. Jim Randall voted against the action, citing distance as the reason. Negotiations are still underway, and a final decision is pending.

D. Finance and Planning

Jim Randall commented on audit adjustments made to the budget.

Jim Randall noted that even with several capital improvement projects undertaken over the past fiscal year, the TAW situation has been corrected, eliminating debt and rendering a positive net balance in park district accounts.

E. Township Planning Commission

Jill Simmons reported that a quorum was not met at the last Planning Commission meeting.

GEM, the developer of property located on St. Francis and Pine Hill Road, contacted Jim Randall regarding their developer donation to the park district. The developer will defer action at this site, allowing use of the fields by the Frankfort Square Baseball League for the upcoming season.

Cardinal Fitness is slated to be the anchor tenant at the high-end use strip mall under construction on Route 30 and Frankfort Square Road.

Jim Randall informed the Board that Frankfort Township has released the contract for bike path construction.

A discussion regarding repair of the parking lot and driveway at Hilda Walker Intermediate School ensued.

President, Pam Kohlbacher voiced concerns regarding the type of activities that may be scheduled at the new junior high gym by outside groups. She recommended tempering usage, insuring activities which could be deemed detrimental to the new facility, not be considered. Jim Randall offered to meet with school representatives to discuss viable options.

F. Lincoln-Way Area Parks

Jim Randall discussed re-evaluation of the LAP program, due to the addition of the Lincoln-Way North High School. The majority of LAP staff expressed a desire to work for the park district at this new facility, which will be managed by Athletic Supervisor, John Keenan. Programming options will be addressed in December, 2007.

G. Golf Course

Ephraim Forge will construct a new gate for the golf course entrance.

Jim Randall informed Board Members that two accessible golf carts were purchased through Solo Rider.

XII. Old Business

Board Members addressed the issue of outside groups bringing alcohol to their events while using park district property. Jim Randall stated that park district policy is strictly enforced when alcohol use is evident.

XIII. New Business

No new business was discussed.

XIV. Executive Session

Ken Blackburn made Motion 07-429 to go into Executive Session.
Jill Simmons seconded. Motion carried.

Salaries for the upcoming fiscal year were discussed in closed session.

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March 15, 2007
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Ken Blackburn made Motion 07-430 to go out of Executive Session.
Dave Macek seconded. Motion carried.

XV. Adjournment

Phill Cherry made Motion 07-431 to adjourn the meeting at 8:27 p.m.
Ken Blackburn seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

April 19, 2007

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, Dave Macek, Jeff Roach, and Jill Simmons.

Absent were: Phill Cherry, and Barb Libowitz

Also present: Janet Porter, Executive Director, SSSRA
Clayton Wooldridge, Park Ecologist, FSPD

IV. Public Input

Resident Ron Miner was in attendance to address the Board with concerns regarding playable basketball courts, citing the need to go outside the community for this amenity.

Frequent resident complaints regarding activities at the basketball court located at Community Park prompted the Board's decision to remove the goals. Jim Randall suggested the addition of an additional goal at the Indian Trail School parking lot.

The Board will fully discuss the matter, and investigate additional viable solutions.

V. Correspondence

A. Jim Randall presented correspondence by and between a Brookside Glen resident and Park Ecologist, Clayton Wooldridge. The natural areas sites at Lake in the Glens Park was the issue addressed.

VI. Presentation of the April 19, 2007 Board Meeting Minutes.

Ken Blackburn made Motion 07-432 to accept the March 15, 2007 Board Meeting Minutes as presented. Dave Macek seconded. Motion carried.

VII. Legal Report

Jim Randall presented documents for tax exempt status on various park district-owned parcels of land, in Park Attorney, Dick Hutchison's absence. Said documents were signed and will be delivered to the attorney's office for necessary filing.

Dave Macek referenced a comment published in the Frankfort Neue Presse, regarding the legality of holding both a park district and school board seat. Mr. Macek contacted Peter Murphy, Illinois Association of Park District's General Counsel, for legal opinion on this matter. Mr. Murphy stated no law exists prohibiting an individual from holding both positions simultaneously, but individuals voicing complaints may be referred to the Illinois Attorney General. In view of the fact that no contracts are in place by and between the park and school district resulting in an exchange of money, no conflict of interest exists with this issue.

Will County handed down criminal convictions to juveniles who were apprehended in the fall 2006, hockey rink arson fire. The individuals received twenty hours of community service and were fined \$1,000 each. Per Jim Randall, the park district's insurance carrier, IPARKS is investigating civil proceedings, seeking full restitution from the offenders for damages in excess of \$25,000.

VIII. Treasurer's Report

Ken Blackburn made Motion 07-433 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

Jim Randall presented the 2007-2008 Operating Budget for Board approval.

Ken Blackburn made Motion 07-434 to accept the 2007-2008 Operating Budget as presented. Dave Macek seconded. Motion carried.

IX. Executive Director's Report

Jim Randall sought Board approval of the low bid results for the Brookside Glen East Park project, awarding contracts to Recreation Concepts, \$53,104.75-Supply of playground equipment, Fawn Landscaping, \$106,630.52, excavation and asphalt, Kay Jay Construction, \$163,521.20, equipment installation, and Fawn Landscaping, \$61,012, landscaping.

Ken Blackburn made Motion 07-435 to award all contracts as presented. Jill Simmons seconded. Motion carried.

Jim Randall stated sufficient information was detailed within the Executive Director's April report for Board review.

X. Committee Reports

A. Maintenance

Jim Randall stated sufficient maintenance information was detailed in the Executive Director's April report for Board review.

B. Natural Areas

Park Ecologist, Clayton Wooldridge, was formally introduced to the Park Board in session.

Mr. Wooldridge detailed goals and objectives that he will accomplish i.e. provision of in-house management techniques of natural area maintenance, assisting Jim Randall with developer negotiations to maximize recreational and environmental benefits in new developments, liaison with residents in education them on natural areas, integrated pest management.

C. Recreation

Jim Randall stated sufficient recreation information was detailed in the Executive Director's April report for Board review.

D. Special Recreation

Janet Porter, SSSRA Executive Director addressed the Board, presenting updates on services the agency provides to residents with disabilities. Ms. Porter discussed the background of SRA's, administrative and programming highlights, distributed the agency's latest brochure for review, and commended Jim Randall for the stable leadership of the Frankfort Square Park District since becoming a member in 1989.

E. Finance and Planning

Jim Randall commented on the passage of the 2007-2008 Operating Budget, *ref. above Section IX. Treasurer's Report.*

F. Township Planning Commission

Jill Simmons noted that no zoning issues came before the Commission over the past two months.

G. Lincoln-Way Area Parks

Jim Randall informed the Board that due to necessary expansion of athletics at Lincoln-Way East in organizing teams for the new North Campus, LAP will be restricted to hours of operation during the upcoming 2007-2008 year.

H. Golf Course

Inclement weather during the month of April resulted in a slow start for the 2007 season.

Jim Randall discussed minor improvements i.e., necessary patch repair of the parking lot, planned seeding of the driving range, and installation of automatic doors at the clubhouse entryways.

XI. Public Hearing

A public hearing was included on the agenda to address the proposed OSLAD grant application for a greenhouse and natural areas improvement grant.

Ken Blackburn made Motion 07-436 to open the Truth and Taxation Hearing for proposed Nature Center OSLAD grant project. Jill Simmons seconded. Motion carried.

Jim Randall gave a brief overview of the proposed project to be installed at the park district Community Center site. Mr. Randall noted recent surveys indicated resident interest in this improvement. Color renderings were on display for review.

A completed application will be submitted to the IDNR in July, 2007.

No members of the public were on hand to provide comment.

Ken Blackburn made Motion 07-437 to close and adjourn the Public Hearing for the proposed Nature Center OSLAD grant project. Dave Macek seconded. Motion carried in a vote by voice.

XII. Old Business

No old business was discussed.

XIII. New Business

No new business was discussed.

XIV. Adjournment

Ken Blackburn made Motion 07-438 to adjourn the meeting at 7:50 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell