

PUBLIC HEARING

May 15, 2008

The following are Minutes of a Public Hearing of the Frankfort Square Park District Board of Commissioners held at the Park District Administration Building for the proposed 191st Street Park Development project.

I. Call to Order

President, Pam Kohlbacher opened the floor of the Public Hearing at 6:30 p.m.

II. Roll Call

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

The following individuals residing within the service area of the proposed park site were also present:

Anthony and Elissa Kara, Candace Porter, Tom Burke, and David Habisohn. In addition, a family member represented the interests of residents Cassie and Roberto Ramirez.

III. Public Hearing

Renderings of the proposed site were on display for public inspection.

A press release, noting the date, time, and place of the public hearing was published in the Thursday, May 8th edition of the Frankfort Neue Presse. In addition, the meeting date, time, and place was published in the May 15th edition of the Star newspaper.

Jim Randall, Executive Director, addressed the public, described the grant process, project plans, the funding process, and rendered a full site description.

Following Mr. Randall's presentation, the floor was open to public questions and comments.

Jim Randall informed all present that the Park Board and staff will maintain an open dialog with residents over the coming year to ensure all parties will have input in the final plans.

IV. Adjournment

The public hearing adjourned at 7:16 p.m.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
May 15, 2008

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 7:20 p.m.

II. Pledge of Allegiance

III. Roll Call

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

Also present: Rosalie Plechaty, Children's Museum in Frankfort
Park District Attorney, Richard L. Hutchison

IV. Recognition of College Scholarship Recipients

Pam Kohlbacher and Audrey Marcquenski attended the Lincoln-Way East Senior Honor's Night event on May 13, 2008, to present scholarships to the following recipients of the Frankfort Square Park District's 2008 College Scholarship: Carolyn Beil, Jillian Gray, Shivani Patel, Michael Blakley, Michelle McNeil, Catherine Moore, and Nicole Stremplewski.

V. Special Guest

Rosalie Plechaty was in attendance to address the Board with information regarding the new Children's Museum in Frankfort. The facility will be housed in the Trolley Barn in Frankfort and is scheduled to open on November 1, 2008. The museum will serve a 30-40 mile radius and focus on children ages two through eight.

V. Public Input

No members of the public were present to provide input.

VI. Legal Report

Park Attorney, Hutchison reported that a matter involving a Plank Trail deed was corrected and all park district properties have been properly registered and are tax exempt.

Mr. Hutchison is following up on a tax exempt matter involving park district property sold to Webster Property Group, LLC in 2007.

VII. Correspondence

A. Resident Concerns

- E-mail from a Brookside Glen resident with Executive Director's response

B. Appreciation

- Thank you letter from Frankfort Township for donations to the Township Food Pantry
- E-mail from Shelley Wantiez, Lincoln-Way North Athletic Director Assistant regarding park district assistance with sale of commemorative bricks

C. Complimentary

- Phone message directed to Kelly from two parents of dance participants, commending him for the quality of the program
- E-mail message from Commissioner, Jill Simmons responding to news of \$400,000 OSLAD grant
- E-mail from resident expressing appreciation for newly installed lighted fountains in the Brookside Glen East Park pond

VIII. Presentation of the April 17, 2008 Board Meeting Minutes.

Ken Blackburn made Motion 08-518 to accept the April 17, 2008 Board Meeting Minutes as presented. Jill Simmons seconded. Barb Libowitz abstained. Motion carried.

IX. Election of Officers

Ken Blackburn made Motion 08-519 to open the floor for nomination of officers. Jill Simmons seconded. Motion carried in a vote by voice.

Jill Simmons made Motion 08-520 to nominate Pam Kohlbacher as President. Ken Blackburn seconded. Motion carried in a vote by voice.

Pam Kohlbacher made Motion 08-521 to nominate Ken Blackburn as Vice President. Jill Simmons seconded. Motion carried in a vote by voice.

Pam Kohlbacher made Motion 08-522 to close the floor for nominations. Dave Macek seconded. Motion carried in a vote by voice.

IX. 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 Bob Guler to serve as Treasurer of the Board of Commissioners. Mr. Guler accepted said appointment, no discussion.

President, Pam Kohlbacher, appointed Richard L. Hutchison to serve as Park Attorney. Mr. Hutchison accepted said appointment.

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

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

Jill Simmons volunteered to serve on the Frankfort Township Planning Commission.

President, Pam Kohlbacher, appointed Jim Randall to the SSSRA Board, and Audrey Marcquenski as Mr. Randall's alternate. Mr. Randall accepted said appointment, no discussion.

Following a full and complete discussion, the Board named The Frankfort Neue Presse as the newspaper of choice for legal ad publications.

X. Treasurer's Report

Ken Blackburn made Motion 08-523 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

XI. Executive Director's Report

Jim Randall noted that the new Superintendent of Early Childhood Programming, Cheryl Martin, will begin her employment on Monday, May 19, 2008.

Mr. Randall informed the Board that the park district is taking necessary measures to control damages caused by a beaver in a pond in Brookside Glen.

Jim Randall presented a DOC-3 Resolution of Authorization for the 191st Street Park Development grant for Board approval.

Jill Simmons made Motion 08-524 to adopt the DOC-3 Resolution of Authorization for the 191st Street Park Development grant. Ken Blackburn seconded. Motion carried in a vote by voice.

XII. Committee Reports

It was decided that sufficient information was included in the monthly Executive Director's Report and no further reporting was necessary for the following individual committees:

A. Maintenance

No report

B. Natural Areas/Beautification

No report

C. Recreation

No report

D. Special Recreation

No report

E. Finance and Planning

No report

F. Township Planning Commission

No report

G. Lincoln-Way Area Parks

No report

H. Golf Course

No report

XIII. Old Business

No old business was discussed.

XIV. New Business

A full discussion regarding a recent break-in at Square Links Golf Course ensued with Jim Randall supplying Board Members with up-to-date information, including increased security measures that will be established.

XV. Adjournment

Ken Blackburn made Motion 08-525 to adjourn the meeting at 7:55 p.m. Jill Simmons seconded. Motion carried.

Respectfully submitted,
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
June 19, 2008

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

Absent was: Ken Blackburn

IV. Public Input

No members of the public were present for input.

V. Correspondence

A. Appreciation

- Thank you letter from Jim Martin, Lincoln-Way East Honor's Night Coordinator for supporting high school students through our scholarship program.
- Thank you letters from college scholarship recipients
- Thank you letter from Frankfort/Mokena postal workers for park district's support of annual food drive

B. Informative

- Letter from insurance carrier, Broadspire, firm representing IPARKS, handling the August, 2006, hockey rink fire vandalism, detailing receipt of reimbursement from responsible juveniles. Jim Randall noted that each individual paid approximately \$6,000 in restitution, sending a clear message that the park district will hold vandals financially responsible for damages.

C. Complimentary

- E-mail from resident in support of proposed 191st Street park improvement project

VI. Presentation of the May 15, 2008 Board Meeting Minutes.

Dave Macek made Motion 08-526 to accept the May 15, 2008 Board Meeting Minutes as presented. Jill Simmons seconded. Motion carried.

VII. Legal Report

Jim Randall reported that park Attorney, Richard L. Hutchison, was unable to attend the meeting, but would be happy to answer any legal questions that may be posed by Commissioners. No inquiries were submitted.

VIII. Treasurer's Report

Jim Randall distributed preliminary copies of the Budget & Appropriation ordinance for Board review prior to its July passage.

A public hearing for the Budget & Appropriation ordinance will be scheduled for July 17, 2008, at 7:30 p.m., during the normal July Board Meeting.

Jill Simmons made Motion 08-527 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Commissioner, Barb Libowitz, opened a discussion regarding personnel requesting reimbursement checks in lieu of using park-issued credit cards. Mr. Randall noted that the park district does not utilize a petty cash fund for small purchases, and will address this issue with staff. Ms. Libowitz also questioned the purchase of clothing for maintenance staff, and Mr. Randall referenced the personnel manual, wherein it states that an annual allowance of \$250 is given to full time maintenance personnel. Following the full and complete discussions, thereof, Motion carried.

IX. Executive Director's Report

The park received notification that it was selected to receive a \$10,000 State Line Item grant for the construction of a picnic shelter at Mary Drew Elementary School. Illinois State Senator, Maggie Crotty, was instrumental in securing the DCEO grant, but Jim Randall stressed that a completed contract must be received from the state, to guarantee receipt of said grant monies.

The park district rendered final payment on the \$453,000 grant loan through First United Bank.

Jim Randall reported that the park district is still awaiting receipt of \$40,000 in state grant funds for the purchase and installation of playground equipment for White Oak, Plank Trail, and Union Creek Parks.

Work has begun on the Island Prairie OSLAD grant, and Mr. Randall had previously discussed financing options for this project.

The tree survey for the 191st Street has been scheduled, and upon completion, a meeting will be scheduled with areas residents who raised specific questions about the proposed project.

Changes will be made to the park district's online registration system. The new WebTrac system will integrate online registration, allowing for a "real time" registration. The new system will also provide an even greater level of security for registrants. Letters will be sent to all 4,182 households within the current data base, requesting they update and new user names and passwords will be allocated.

Mr. Randall included a detailed summary of staff duties in his June report to the Board, noting the increase in responsibilities for the maintenance and recreation department.

Individual departments will present reports to the Board during the July meeting.

Jim Randall rescheduled the annual park tour in advance of the August Board Meeting.

Illinois State Senator, Maggie Crotty, was invited to the August meeting, and if her schedule allows, she will be in attendance.

President, Pam Kohlbacher noticed a proliferation of plant growth in Brookside Glen ponds near the bridge. Jim Randall stated that the beautification crew had attempted to manually remove the invasive plants, but efforts met with limited success. A licensed herbicide applicator with an aquatic license will be contracted to spot control and remove portions of the invading species.

X. Committee Reports

A. Maintenance

Crews have kept busy seeding areas at the Lincoln-Way North campus, planting trees at Square Links Golf Course, in addition to normal summer maintenance duties.

Jim Randall reported that the mowing cycle was increased to every 12-13 days as a fuel conservation method. With the 35% increase in fuel costs, the customary 7-day cycle proved to be fiscally inefficient, as the largest consumption of diesel fuel is through lawn mowing.

B. Natural Areas/Beautification

The beautification crew has been busy working on a multitude of tasks, i.e., watering, planting, and eradicating invasive plant species.

Lincoln-Way District 210 installed a sign and cottage stone walls at Lot #7, the Frankfort Square Road entrance point to the new high school. The site will be landscaped and the park district will also place a park sign at this location. Jim Randall expressed appreciation to District 210 for their monetary contributions in the beautification of this park site.

C. Recreation

President, Pam Kohlbacher inquired about the increase use of the new Summit Hill Junior High this summer. Jim Randall noted that the park district secured use of the facility for Lincoln-Way teams and camps, and recreation staff are overseeing said activities.

D. Special Recreation

No report

E. Finance and Planning

Sufficient information for Board review was provided in the June Executive Director's Report

F. Township Planning Commission

No report

G. Lincoln-Way Area Parks

No report

H. Golf Course

Jim Randall distributed a flyer and sponsorship form to Board Members regarding the 3rd annual College Scholarship Golf Tournament, scheduled for July 12, 2008, at Square Links.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Executive Session

Barb Libowitz made Motion 08-528 to enter into Executive Session. Jill Simmons seconded. Motion carried in a vote by voice.

A legal matter was discussed in closed session.

Dave Macek made Motion 08-529 to go out of Executive Session. Brian Mulheran seconded. Motion carried in a vote by voice.

XIII. Adjournment

Dave Macek made Motion 08-530 to adjourn the meeting at 7:35 p.m. Brian Mulheran seconded. Motion carried.

Respectfully submitted,
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
July 17, 2008

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, Barb Libowitz, Pam Kohlbacher, Brian Mulheran, and Jill Simmons.

Dave Macek arrived at 7:03 p.m., Jeff Roach arrived at 7:05 p.m.

Also present were: Attorney, Richard L. Hutchison, Jeff Mecher, Superintendent of Parks, JoAnn Kraft, Office Manager, Cheryl Martin, Superintendent of Early Childhood Programming, Audrey Marcquenski, Superintendent of Recreation, and Bob Guler, Supervisor of Golf Operations.

IV. Public Hearing

Ken Blackburn made Motion 08-531 to open the floor for the Public Hearing of the Budget and Appropriation, FY May 1, 2008 through April 30, 2009.

A copy of the Budget and Appropriations Ordinance for fiscal year beginning May 1, 2008 and ending April 30, 2009, was on display at the park district office from June 17, 2008 through July 17, 2008, for public inspection.

A legal ad, noting the date, time, and place of the public hearing was published in the Thursday, July 10th edition of the Frankfort Neue Presse.

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

No members of the public were present to provide input.

Ken Blackburn made Motion 08-532 to close the floor for the Public Hearing. Jill Simmons seconded. Motion carried.

V. Adjournment

Jill Simmons made Motion 08-533 to adjourn the public hearing at 7:30 p.m. Dave Macek seconded. Motion passed.

VI. Public Input

No members of the public were present to provide input.

VII. Correspondence

A. Thank you

- Thank you letter from Summit Hill Educational Foundation for the park district's donation of a golf-themed basket in support of their annual fundraiser

B. Resident Concerns

- E-mail received from Brookside Glen resident inquiring about possibility of addition of amenities, i.e. fitness center and a playground, Executive Director's response
- E-mail from Brookside Glen resident regarding pond maintenance, Executive Director's response

IV. Presentation of the June 19, 2008 Board Meeting Minutes.

Ken Blackburn made Motion 08-534 to accept the amended June 19, 2008, Board Meeting Minutes as presented. Barb Libowitz seconded. Motion carried.

V. Legal Report

Attorney, Richard L. Hutchison presented Ordinance No. 08-07-213, Determination of Prevailing Wages for Board approval.

Ken Blackburn made Motion 08-535 to accept Ordinance No. 08-07-213 the Determination of Prevailing Wages. Brian Mulheran seconded. Motion carried. Attorney Dick Hutchison will file said Ordinance with Will and Cook Counties as required.

Attorney Hutchison submitted his legal opinion letter regarding entering into an installment loan contract with Old Plank Trail Community Bank.

Secretary, Jim Randall presented Ordinance No. 08-07-214, authorizing the park district to enter into an installment contract with Old Plank Trail Community Bank, Frankfort, Illinois for the purpose of funding the completion of a nature center with related improvements, an OSLAD grant project, in the amount of \$400,000.

Dave Macek made Motion 08-536 to approve Ordinance No. 08-07-214, as presented. Brian Mulheran seconded. Motion carried.

VI. Treasurer's Report

Ken Blackburn made Motion 08-537 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

President, Pam Kohlbacher read Ordinance No. 08-07-215, Budget and Appropriation into the record, and requested Board consideration for passage of same.

Ken Blackburn made Motion 08-538 to accept the Budget and Appropriation Ordinance No. 08-08-215 as presented. Dave Macek seconded. Park Attorney, Dick Hutchison will file the Ordinance and supporting documents with Will and Cook Counties as required.

VII. Executive Director's Report

Jim Randall discussed preliminary plans for the construction of the nature center facility at Island Prairie. Findings based upon initial soil boring tests revealed a need to create a firm foundation. One solution would be to install 25' pilings, but more cost-effective and aesthetically pleasing alternatives will be investigated. Mr. Randall noted the process will be completed in a slow and deliberate manner, monitoring the budget per component.

Vice President, Blackburn asked if the building site could be moved to more solid ground. Mr. Randall noted that all options are being investigated, but the entire site would doubtless yield similar results. The field testing is covered under the agreed upon architectural costs, and no additional fees will be charged for this service.

LRMG will conduct a tree survey at the proposed 191st Street park site during the week of July 21st. Letters will be sent to residents with survey results, and they will be invited to meet with the Board and park staff at the September meeting. The OSLAD grant application was submitted to the IDNR in early July, and Mr. Randall anticipates a fall hearing for this application.

Jim Randall noted two upcoming special events that Board Members may wish to attend Brenda Kushner's retirement open house on Sunday, July 27th, and the Lincoln-Way North open house on Sunday, August 3rd.

VIII. Committee Reports

A. Maintenance

Park Superintendent, Jeff Mecher discussed the following areas of the maintenance department:

- Beautification, headed up by Master Gardner, Julie Arvia, is responsible for planting and maintaining 50 flower beds, in addition to invasive removals in wetlands and pruning trees throughout the district.

- Improvement projects including installation of fountains, playground signs, park identification signs, fencing at Union Creek and Arbor Parks, and removal of trees along Union Creek, and removal and replacement of old swing sets, renovation of bleachers and turf improvements at Wildcat Field
- General maintenance including detail work at all park sites, ball field maintenance, daily mowing, detail mowing at Union Creek fields #1-5 and at Summit Hill School, garbage pick-up, and restroom cleaning of 12 separate facilities
- Seeding, fertilizing, and watering 40 acres of grass at the Lincoln-Way North campus
- Upcoming projects and maintenance work includes asphalt repair and seal coating, tree pruning, LWN maintenance, and preparing preschool classrooms for the 2008-09 school year

President, Kohlbacher thanked Jeff Mecher, stating the community reflects all the hard work done by the maintenance staff.

B. Office

Office Manager, JoAnn Kraft noted that office staff has been extremely busy projects and normal day-to-day tasks as follows:

- Sharon Garrett oversees rentals of the Community Center, Splash Park and pavilions. To date this year, a total of 41 building and 25 Splash Park and pavilion rentals have been recorded.
- Bonnie Roach assists with all preschool-related matters, and JoAnn noted that a total of 108 students are enrolled in the 2008-09 school year.
- Deb Cancialosi is the on staff IT person, responsible for WebTrac installation, a system that will improve security and streamline online registration. JoAnn noted that 95% of program registration is done online. The new system requires that residents update household information, and office staff mailed forms to 3,429 households this past June. Deb is also managing the pass management system for the ne F.A.N. program scheduled to begin this fall.
- JoAnn continues to create the tri-annual brochure, a project that is now ongoing throughout the course of the year.

Ms. Kraft noted that through delegation of responsibilities to her dedicated staff, she is able to more efficiently manage the demands of the busy front office.

C. Recreation

Superintendent of Recreation, Audrey Marcquenski credited her full time staff which includes Kelly VanHyning, Recreation Supervisor, and John Keenan, Athletic Supervisor, for the constantly improving programs offered to the community.

- Kelly is responsible for day camp and the dance program. Both offerings continue to improve, with increased day camp field trips, and a very talented instructor hired to teach the dance programs.
- John Keenan has excelled at further developing athletic leagues. He created a sound foundation of communication with coaches, participants, and parents, and also secured \$6,300 in donated equipment from Dick's Sporting Goods.
- Ms. Marcquenski hired 190 new part time staff members to assist with athletics, gymnastics, and dance programs, and supervise visitors to the Splash Park.
- Four new special events have been added, totaling 18 offered throughout the course of the year. The FSPD will now cooperate with Athletic and Music Booster Clubs to provide Lunches with Santa and the Easter Bunny at Lincoln-Way North High School.
- Youth basketball and soccer are held at the beautiful new Summit Hill Junior High facility.
- Audrey discussed the exciting new opportunities the new high school will afford to residents through the FSPD's F.A.N. program, Frankfort Square Park District Activities at Lincoln-Way North. A brochure will be mailed to residents on Monday, July 28th, and John Keenan will supervise all activities at this facility. In addition to new adult program offerings, many existing programs will be moved to the high school. The inception of this program will ensure implementation of adult fitness classes requested in through the recent survey.

Commissioner, Barb Libowitz asked about use of the North facility, and the fee structure for said usage. Jim Randall stated that the park district has been working cooperatively with Lincoln-Way administrators and staff to ensure cohesive implementation of programming, noting the F.A.N. program will offer solutions equitable to all residents, and community groups for a nominal fee.

D. Preschool

Cheryl Martin, Superintendent of Early Childhood Programming was introduced to the Board. Ms. Martin was hired to replace Brenda Kushner, who announced her retirement this past year.

Cheryl thanked the Board for giving the opportunity to become part of the FSPD team. She comes with 20 years of teaching experience, which includes 2 years in a preschool setting, 4 years in kindergarten, and 5 years in an administrative role.

Ms. Martin detailed the following projects and tasks she has been involved in since beginning her employment on May 19, 2008.

- Writing programs for the fall brochure
- Hired a former colleague for literature-based programming
- Confirmed two new activities for early childhood, a music program and science-based program
- Hired a Frankfort Square resident to aide in the 3-year old preschool program
- Conducted interviews with teachers, devising individual goals for staff development
- Incorporating parent/teacher conferences in January or February
- Developing a parent prep helper program
- Create more alphabet and number-based activities
- Revised September-October lesson plans
- Adding 15 minutes to preschool sessions with a simultaneous start time, and instituting parking lot patrol to ensure safety with increased traffic
- Met with local school administrators to ascertain best direction for preschool curriculum
- Working on new ideas for the winter/spring brochure
- Considering offering summer day camp for tots

D. Special Recreation

No report

E. Finance and Planning

No report

F. Township Planning Commission

Commissioner, Jill Simmons presented plans for the development of a Sportsplex facility. A representative from Mancini & Associates and legal counsel were in attendance at the July 2, 2008, Township Planning Commission Meeting to request approval of the 35,000 sq. ft. facility to be built on 78th Avenue, north of Route 30.

G. Lincoln-Way Area Parks

The L.A.P. program will conclude on August 31, 2008. Jim Randall noted that all necessary dissolution documents have been completed, and all three member districts, Frankfort Square, Mokena, and Frankfort, will share equally in any remaining revenue or deficit.

H. Golf Course

Bob Guler, Supervisor of Golf Operations at Square Links Golf Course summarized this season's business to date:

- The new hole configuration, changing the first par four hole to two par 3 holes has been fairly well received
- The driving range was expanded to better accommodate the area schools who use the course for golf teams and physical education classes
- Hired an adult supervisor and additional course maintenance staff this season
- Cash control measures have been strengthened
- The 2008 College Scholarship Tournament netted \$6,300 to date
- Square Links provides programming/practice opportunities, outings, matches for high schools, Cub Scout groups, and SSSRA participants
- New activities include Lincoln-Way North summer camps, (80 students enrolled), and youth group lessons provided by Brian Zipse of ABZ Golf held on Monday's from 10:30 a.m.-1:00 p.m. This program focuses on skills and includes a round of golf for young participants. Mr. Zipse also conducts a free swing clinic on evening each week.
- Due mainly to inclement weather, revenues are slightly lower than the previous year
- No major projects are anticipated in the near future

In summary, Executive Director, Jim Randall, noted the Frankfort Square Park District boasts a highly trained staff of devoted individuals.

Commissioner, Brian Mulheran expressed appreciation for the excellent job the park district does to meet the needs of the community, through maintenance and programming. Mr. Mulheran also noted that he hears many complimentary statements from residents regarding park district operations.

IX. Old Business

No old business was discussed.

X. New Business

No new business was discussed.

XI. Adjournment

Ken Blackburn made Motion 08-539 to adjourn the meeting at 8:22 p.m.
Dave Macek seconded. Motion carried

Respectfully submitted,
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

AUGUST 21, 2008

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

I. Call to Order

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

II. Pledge of Allegiance

III. Roll Call

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

Brian Mulheran arrived at 7:07 p.m.

Also present were:

Senator Maggie Crotty

Eagle Scout candidate, Alex Baker, Virginia McCully, and Boy Scout Troop 237 leaders Rich McCully, Ken Kaspar, and Mike Woehlert

JoAnn Kraft, Office Manager and Deb Cancialosi, IT/Clerical

IV. Public Input

Jim Randall introduced Alex Baker, Eagle Scout candidate, and leaders of Boy Scout Troop 237. The Park Board recognized Alex, Troop leaders, and Scout members for their efforts in overcoming obstacles to complete improvement projects at Woodlawn Park which included installation of decking to the new fishing pier, spreading mulch on the playground, and applying stone aggregate on the pier path. Mr. Randall thanked Alex Baker and all involved, noting that through Alex's planning and leadership, the end result was an improvement that will last for many years to come. Another key to the success of any Scout Troop is the adult leadership, and Mr. Randall spoke about the sense of pride he has in the park district's long-standing association through its charter membership of Rainbow Council 237.

JoAnn Kraft, Office Manager and Deb Cancialosi, IT/Clerical were in attendance to review the advances made in registration software, (WebTrac), hardware, and the park district internet. The new WebTrac program provides registrants with direct access to park district services via the website. WebTrac integrates with the district's RecTrac program, ensuring faster online registration service during periods of high volume, i.e. beginning dates of registration.

Working in tandem with the integrated registration software is the credit card payment system of PayTech, obtained through Chase Bank. Residents can be assured that the park district's already secure credit card system has been upgraded with increased security measures for program registrants who supply payment information electronically. A complete summary of WebTrac/VSI capabilities along with various reports were distributed to Board Members for their review. Mr. Randall praised the efforts of Deb and JoAnn for implementing the system, noting the countless hours they expended to allow for a seamless transition for registrants.

Jim Randall welcomed Illinois State Senator Maggie Crotty, and reviewed her ongoing commitment to the park district, particularly noting achievements in securing \$13,000 State Line Item Grant for the purchase of Automated Electronic Defibrillators, securing \$10,000 in state funding for the construction of a picnic shelter at the new Mary Drew Elementary School, and her support of the \$400,000 Brookside Glen Park Improvement OSLAD Grant. Mr. Randall thanked Senator Crotty not only for her hard work on behalf of the park district, but also praised the Senator for her excellent track record in resolving various issues for our district.

Senator Crotty commended Mr. Randall and the Board for the good work the park district consistently displays in improving the community. Senator Crotty enjoys granting tours, in particular to children's groups, and she invited all present to consider visiting Springfield. The Senator also commented on positive changes that will be forthcoming from state government over the coming months.

V. Correspondence

The following messages were distributed for Board review:

A. Resident Concerns

1. E-mail received from golf course patron regarding Square Links policies, Executive Director's response
2. E-mail from resident bordering Arbor Park inquiring about park improvement, Executive Director's response

B. Thank You

1. Card and photo received from Lincoln-Way North cheerleaders and staff expressing appreciation for park district support through facility usage.

C. Complimentary

1. Board President Pam Kohlbacher, regarding content of annual departmental reports presented during the July 17, 2008 Board Meeting
2. Parent of annual Fishing Derby participant
3. E-mail received from resident who utilizes Community Room rental opportunity, expressing appreciation for FSPD staff

D. Informative

1. Regrets from Senator Dick Durbin's office regarding participation in the Lincoln-Way North Homecoming parade
2. Regrets from Senator Barack Obama's office regarding participation in the Lincoln-Way North Homecoming parade

VI. Presentation of the July 17, 2008 Board Meeting Minutes.

Ken Blackburn made Motion 08-540 to accept the June 19, 2008 Board Meeting Minutes as presented. Dave Macek seconded. Motion carried.

VII. Legal Report

Jim Randall reported that a revised copy of the Frankfort Square Park District's Personnel Policy Manual reflecting current policy and benefits information will be forwarded to the law firm of Brooks, Adams and Tarulis for review. A final copy will then presented to the Board in September for consideration.

Attorney Richard Hutchison submitted county filing receipts for the Budget & Appropriations Ordinance and the Prevailing Wage Ordinance, passed during the July 17, 2008 meeting of the Park Board.

VIII. Treasurer's Report

Jill Simmons made Motion 08-541 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Vote on Motion: 6 in favor, 0 opposed, Mr. Mulheran abstained.

IX. Executive Director's Report

Jim Randall announced that a suitable building site for the Island Prairie Nature Center facility was found, thereby eliminating the need to sink caissons as foundation support. The projected savings equates to approximately \$200,000.

Jim Randall requested Board approval to trade-in two 1994 Crown Victoria sedans, replacing them with two fuel efficient Ford Ranger Pick-Up trucks for a total cost not to exceed \$23,000, with financing not to exceed \$8,500 annually, for a term not to exceed three (3) years. Mr. Randall further noted that the current budget would absorb the expense.

Dave Macek made Motion 08-542 to authorize the purchase of Ford Ranger Pick-Up trucks for a total cost not to exceed \$23,000, with financing not to exceed \$8,500 annually, for a term not to exceed three (3) years. Ken Blackburn seconded. Motion carried.

It was decided to table acceptance of the Personnel Policy Manual Handbook revisions, until such time as it can be reviewed by the firm who originally drafted the document, ensuring proper legal compliance.

A complete inventory of park district records was completed, and an application for Authority to Dispose of Local Records was approved by the State of Illinois Local Records Commission. A Records Disposal Certificate was executed and forwarded to the Records Management Section of the Office of the Secretary of State, and Mr. Randall anticipates approval for records disposal within sixty days.

The audit firm of Wermer, Rogers, Doran and Ruzon recently received the park district's GASB inventory, and the annual audit will be forwarded to the Park Board upon completion.

Newly hired F.A.N. staff will receive training on Monday, August 25, 2008, in preparation for the park district's use of Lincoln-Way North for the new adult recreational programming opportunity.

X. Committee Reports

A. Maintenance

Commissioners attended the annual park tour in advance of the August meeting, and Mr. Randall noted that maintenance detail and park beautification efforts are reflected throughout the park sites.

B. Recreation

Completed day camp surveys were distributed to Board Members for their review. Jim Randall indicated that participants and parents provided high marks in all areas.

The main focus of the recreation department is the F.A.N. program, scheduled to begin its operation on Tuesday, September 2nd.

The girls summer softball program was enjoyed by 360+ participants.

The ELC staff will return to work on Monday, August 25, 2008, to begin preparations for the new school year. Mr. Randall noted that a new parking lot monitoring system will be instituted to ensure traffic safety during the simultaneous class start/end times.

C. Special Recreation

No report.

D. Finance and Planning

No report

E. Township Planning Commission

No report

F. Lincoln-Way Area Parks

No report

G. Golf Course

Following early losses at the golf course, Mr. Randall reported that revenue numbers are meeting last year's projections.

A new main furnace was installed in the club house during the week of August 18, 2008.

XI. Old Business

No old business was discussed.

XII. New Business

A discussion regarding the Lincoln-Way North Homecoming parade ensued. Board Members will consider their level of participation in this event and e-mail Jim Randall with their intentions. Final plans will be addressed at the September meeting.

Jim Randall discussed the Lincoln-Way Athletic Boosters golf outing, to be held at Square Links, and encouraged Board Members to consider signing up for the September 20, 2008 tournament.

XIII. Executive Session

Dave Macek made Motion 08-543 to enter into Executive Session. Barb Libowitz seconded. Motion carried in a vote by voice.

A discussion regarding F.A.N. passes was discussed in closed session.

Ken Blackburn made Motion 08-544 to go out of Executive Session. Dave Macek seconded. Motion carried in a vote by voice.

Park District Board Meeting
August 21, 2008
Page 6

XIV. Adjournment

Ken Blackburn made Motion 08-545 to adjourn the meeting at 8:00 p.m.
Dave Macek seconded. Motion carried.

Respectfully submitted,
Linda Mitchell

Board Meeting Minutes-Closed Session
August 21, 2008

Motion 08-543 made by D. Macek, seconded by B. Libowitz to go into executive session.
Motion carried.

The Board discussed F.A.N. passes.

Motion 08-544 made by K. Blackburn, seconded by D. Macek to return to open session. Motion carried.

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

SEPTEMBER 18, 2008

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

I. Call to Order

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

II. Pledge of Allegiance

III. Roll Call

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

Also present: Park Attorney, Richard L. Hutchison

IV. Public Input

No members of the public were present for input.

V. Correspondence

The following messages were distributed for Board review:

A. Thank You

1. Card from coordinator of "Share America" Program (Student Foreign Exchange, for use of park district facilities for their meeting and event.

B. Complimentary

1. Resident expressing appreciation of park beautification and program offerings

C. Informative

1. E-mail inquiry from a park resident regarding the ThorGuard lightning prediction system, Executive Director's response
2. Letter from Executive Director to resident regarding issue with program fee

D. Miscellaneous

1. Photographs of completed Woodlawn Pier construction project, received from Eagle Scout candidate, Alex Baker
2. Intergovernmental cooperation by and between the Village of Tinley Park and the park district regarding issues with detention basins in the Brookside Glen subdivision

VI. Presentation of the August 21, 2008 Board Meeting Minutes.

Ken Blackburn made Motion 08-546 to accept the August 21, 2008 Board Meeting Minutes as presented. Dave Macek seconded. Motion carried.

VII. Legal Report

Attorney Hutchison reported that Neumann Homes, a developer in LaPorte Meadows filed for bankruptcy. The bankruptcy judge issued an order that a quick claim deed must be filed within fourteen days in order to take possession of parcels designated per the developer donation agreement. Mr. Hutchison requested authority to render a sum of \$6,000 to meet the total obligation of the developer's unpaid taxes, dating back to 2006.

Ken Blackburn made Motion 08-547 to authorize Attorney Hutchison to file a quick claim deed through Will County and to render payment of \$6,000 in unpaid property taxes on the property as specified. Jill Simmons seconded. Motion passed.

Once payment is rendered, Mr. Hutchison will then file for tax exempt status on the two parcels. It was further decided that Mr. Hutchison would secure basic coverage title insurance for a sum of \$875.

VIII. Treasurer's Report

On behalf of the Board of Commissioners, President, Pam Kohlbacher accepted the Treasurer's Report, pending audit.

Ken Blackburn made Motion 08-548 to accept the Accounts Payable Listing. Brian Mulheran seconded. Motion carried.

IX. Executive Director's Report

Superintendent of Recreation, Audrey Marcquenski submitted an annual report on Splash Park indicating increased usage over the previous season. Membership in the F.A.N. program will be extended to include Splash Park admittance, in addition to the current use of the Lincoln-Way North facility. Mr. Randall also hopes to offer open swim during the summer months, at least two or three days per week.

Following the legal review of the property issue in LaPorte Meadows by Attorney Hutchison, Jim Randall noted that the Village of Frankfort will provide a sum of \$10,000 for necessary improvements to the properties the park district will accept. No major improvements are planned for this year. Said properties, comprise a 4.5 acre detention area and 1 acre parcel will be suitable for a tot lot. The closest playground is across 88th Avenue at Rogus School.

Jim Randall informed the Board about a recent meeting he had with the Lighthouse Pointe Homeowner's Association, representatives from the Village of Frankfort, regarding the vast expanse of natives in the subdivision. A small group of homeowners, unhappy with the appearance, are asking to add 15 feet of grassy areas.

The development is part of a mitigation project by the Army Corps of Engineers, and offers a natural, maintenance free improvement. Mr. Randall will keep Board Member apprised of the situation as it develops further.

Jim Randall referenced a five year history of correspondence from a few residents in Brookside Glen who also oppose the appearance of natural basins. This past summer, the park district completed a \$10,000 tree removal project, installed new benches, seal coated paths, and completed a lengthy punch list of improvements in this subdivision.

Jim Randall reported that he is in receipt of an electronic version of the recently updated employee policy manual. Mr. Randall will forward the manual to Board Members for their review prior to the October meeting.

An insurance claim will be filed with the park district's carrier, IPARKS for the damage to Summit Hill ball field lighting presumed caused by a recent lightning strike.

Jim Randall informed Board Members that the latest soil bore test revealed a more stable area for the construction of the Island Prairie Nature Center facility. This will eliminate the needs to sink caissons, keeping the project cost-effective and within budget.

Jim Randall will represent the park district at the annual NRPA Congress held October 14th-18th. It was the decision of the Board that the October 16th, Board Meeting would be rescheduled to Thursday, October 23, 2008 at the normal 7:00 meeting time, to accommodate Mr. Randall's absence.

Jim Randall was pleased to announce the birth of Liam Michael Mecher, son of Park Superintendent Jeff Mecher and his wife, Katie Mecher.

Board Members agreed to volunteer for the Sunday, September 21st Lincoln-Way North Homecoming parade. The park district agreed to organize and plan the inaugural event, and will then present a template to Lincoln-Way North for future events.

The Homecoming bonfire is scheduled for 9:00 p.m. on September 21st. The bonfire will be set up in the northeast ball diamond at the North campus and is primarily a high school event, with spectators viewing from the surrounding berm. The park district assisted with logistics, but the pep rally is run by Lincoln-Way North.

X. Committee Reports

A. Maintenance

Staff are cooperating with the Summit Hill School District 161 to construct a picnic shelter at the new Mary Drew Elementary School. The project will be completed within six to seven weeks.

B. Recreation

Registration for fall programming has been excellent, and staff have begun planning programs for the winter/spring brochure.

Cheryl Martin, newly hired Superintendent of Early Childhood has provided a seamless transition. Teachers and parents are happy with the program, and Jim Randall appreciates Ms. Martin's efforts.

C. Special Recreation

No report

D. Finance and Planning

No report

E. Township Planning Commission

Commissioner Jill Simmons, reported that no meetings will be conducted until unless a zoning issue is brought before the Planning Commission.

F. F.A.N.

To date, over 100 F.A.N. membership passes have been sold. Jim Randall reported that we will meet the target quota of 300 participants in the program.

G. Golf Course

Due to rainy weather, the golf course is slightly behind in revenue from the previous season. Jim Randall noted that the Lincoln-Way North Athletic Boosters golf outing, scheduled for Saturday, September 20th, should bring in some revenue.

Jim Randall reported that the condition of the course rebounded very well following the record-setting rainfall our area recently experienced.

XI. Old Business

In response to a question raised by President, Pam Kohlbacher, Jim Randall noted that LaPorte Meadows subdivision is located within the corporate borders of the Village of Frankfort, but homeowners are residents of the Frankfort Square Park District.

XII. New Business

No new business was discussed.

XIII. Adjournment

Dave Macek made Motion 08-549 to adjourn the meeting at 7:45 p.m. Ken Blackburn seconded. Motion carried.

Respectfully submitted,
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
OCTOBER 23, 2008

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

I. Call to Order

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

II. Pledge of Allegiance

III. Roll Call

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

Also present: Park Attorney, Richard L. Hutchison

IV. Public Input

Julie Arvia, FSPD Master Gardener, was in attendance to thank the Park Board for approving her attendance at a 3-day monarch butterfly seminar. The training is already proving to be beneficial, enabling Ms. Arvia to assist Hilda Walker staff as they make plans to develop a horticulture room, featuring a monarch habitat. The seminar may also be utilized to enhance the educational opportunities Ms. Arvia may offer to park district residents following the addition of the Island Prairie Nature Center facility, soon to be constructed at the Administration Building site.

Edwin Wardlaw, resident of The Pointe at Gleneagle subdivision in Matteson addressed the Board with concerns regarding dual taxation of residents within this subdivision. In 1987, the undeveloped area was annexed by the Frankfort Square Park District; consequently, residents are currently being taxed for similar services by two separate and distinct entities, the Village of Matteson Park & Recreation Department, and the FSPD. Executive Director, Jim Randall, will attend a homeowner's meeting of The Pointe on Thursday, October 30th, to further discuss the issue, and will present information regarding the Frankfort Square Park District's facilities and services. Residents will be given the option of disconnection from the district if a majority of households make the request via a petition to the Park Board.

V. Correspondence

The following messages were distributed for Board review:

A. Thank You

1. E-mail received from Commissioner, Jill Simmons, commending the park district staff for their involvement in the Lincoln-Way North Homecoming Parade

2. E-mail from Barb and Dom Perozzi, expressing appreciation on behalf of the Lincoln-Way North cheerleaders for the park district's assistance with the construction of their parade float.
3. E-mail received from Michael Mulvaney, Assistant Professor at Eastern Illinois University, directed to John Keenan, Athletic Supervisor and alumnus of EIU, for his presentation at the EIURAAA Student Symposium.

B. Informative

1. E-mail from Steve Sebby of Sebby Technical Services, Inc. regarding his plans for the construction of a Sportsplex facility in the Frankfort Square community.
2. Summit Hill School District 161 "Preschool For All" brochure, detailing Governor Blagojevich's initiative to offer free early childhood education at Frankfort Square School, for qualifying individuals. Said program must be funded annually.

VI. Presentation of the September 19, 2008 Board Meeting Minutes.

Ken Blackburn made Motion 08-550 to accept the September 19, 2008 Board Meeting Minutes as presented. Jill Simmons seconded. Motion carried.

VII. Legal Report

Park Attorney, Dick Hutchison, is working on an issue of taxation for park-owned property in the Odyssey subdivision. The park district received a second installment tax bill for this property that was previously submitted for tax exemption. A Certificate of Error was received from the Cook County Assessor's office, and Mr. Hutchison stated the property would be removed from the tax rolls.

Mr. Hutchison has been in contact with the Lighthouse Pointe developer's attorney. Proceedings to dedicate property to the park district have begun.

VIII. Treasurer's Report

On behalf of the Board of Commissioners, President, Pam Kohlbacher accepted the Treasurer's Report, pending audit.

Ken Blackburn made Motion 08-551 to accept the Accounts Payable Listing. Dave Macek seconded. Motion carried.

IX. Executive Director's Report

Jim Randall distributed red-lined copies of the park district's personnel policy manual. Said manual was reviewed by the law firm of Brook's, Adams and Tarulis, incorporating revisions, necessary to update the document. Board Members will review the document over the coming month, and will render an opinion regarding adoption of same during the November Board Meeting.

Issues regarding natural areas bordering ponds in the Brookside Glen subdivision raised by two Brookside Glen residents have been addressed by Executive Director, Jim Randall. Mr. Randall has responded to all e-mail inquiries, consistently stating the park district's management approach and plan, while encouraging the residents to voice concerns before the Board during the public input section of the park district's monthly meetings.

Mr. Randall commended Julie Arvia's staff for their exceptional beautification efforts, noting Ms. Arvia has a great crew and displays outstanding leadership.

The park district web provider, John Staples of Visionary Webworks, prepared and submitted a report regarding the number of visits the web site has received since the inception of online registration beginning October, 2007, through October, 2008. The Frankfort Square Park District web site has been visited a total of 122,951 times during this one year period. Jim Randall reported that the online registration has been a tremendous improvement, significantly increasing registration in park district programming.

Jim Randall represented the park district during the NRPA Congress, held October 14th through October 19th. Mr. Randall noted the highlight of the Congress was the keynote address, presented by Robert Kennedy Jr.

Mr. Randall stated that additional information regarding administrative business is available in the October Executive Director's Report, distributed to Board Members prior to the October meeting.

X. Committee Reports
A. Maintenance

The park district took delivery of two Ford Ranger pick-up trucks, approved via Motion 08-542, (*ref. August 21, 2008 Minutes*).

The maintenance department is transitioning between seasons, and staff have begun the process of winterizing parks and facilities.

Crews cleared space in the pole barn and reorganized the maintenance yard to allow space for the Frankfort Area Jaycees annual haunted house event.

Garden beds for the Island Prairie Nature Center are being prepared and will be planted in the fall of 2009. Mr. Randall stated that the actual building site will be in the vicinity of the basketball nets in the north east end of the Community Center parking lot. Trees will be plan following the bid process, scheduled for January or February, 2009.

B. Recreation

Judging of the Halloween Decorating Contest was conducted, and three top finishers were awarded prizes. All participants in this free offering received certificates of recognition.

C. Special Recreation

No report

D. Finance and Planning

No report

E. Township Planning Commission

No report

F. F.A.N.

To date, 136 F.A.N. memberships have been purchased.

The first pool parties were held on October 18th, and the first family swim was held on Sunday, October 19th.

Jim Randall commented on the number of applications the park district has received from outside groups for usage of the Lincoln-Way North field house.

G. Golf Course

No report

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Adjournment

Ken Blackburn made Motion 08-552 to adjourn the meeting at 7:57 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted,
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

November 20, 2008

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, Dave Macek, Pam Kohlbacher, Brian Mulheran, Jeff Roach, and Jill Simmons.

Absent was: Barb Libowitz

Others Present: Park Attorney, Richard L. Hutchison

IV. Public Input

No members of the public were present for input.

V. Correspondence

The following messages were distributed for Board review:

A. Thank You

1. E-mail received from SSSRA in appreciation for the park district's support of their annual Oktoberfest event, held at Union Creek Park, enjoyed by 240 participants.
2. Letter of appreciation from Rutgers University acknowledging the park district's monetary donation made on behalf of former maintenance employee, Kyle Cherry, graduate of the school's Turfgrass Program.
3. E-mail from Mrs. Blouin, dog park patron, expressing appreciation for the dog park facility.
4. Letter from the Frankfort Area Jaycees, expressing appreciation to the park district in allowing use of the pole barn to house their haunted house fundraiser.

VI. Presentation of the October 23, 2008 Board Meeting Minutes.

Ken Blackburn made Motion 08-553 to accept the October 23, 2008 Board Meeting Minutes as presented. Dave Macek seconded. Motion carried.

VII. Legal Report

Attorney Hutchison reported on a request the park district received for tax exempt status of property owned by the pastor of Shiloh Baptist Church, located on East Plank Trail Court in Frankfort.

Jim Randall reported that the ordinance drafted for the refinancing of existing installment loans was tabled until the December 1st meeting of the Park Board.

VIII. Treasurer's Report

On behalf of the Board of Commissioners, President, Pam Kohlbacher accepted the Treasurer's Report, pending audit.

Ken Blackburn made Motion 08-554 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

IX. Executive Director's Report

Jim Randall reported that the December Board Meeting will be held on December 1, 2008 to coincide with the Tax Levy Hearing scheduled on that date.

Mr. Randall continues to work on the refinancing of existing debt, and is preparing a packet to be distributed within the next two weeks.

Jim Randall met with Tom Staunton, Village of Tinley Park Trustee, regarding the management of park-owned ponds in the Brookside Glen subdivision. There was no new information shared during said meeting.

Work continues on the personnel policy manual, still under review.

Bob Guler, Superintendent of Golf Operations, will report on the final numbers from the 2008 golf season. Preliminary review of revenue reflects a decrease of 2.5-3% over the previous season. Mr. Guler will meet with members of the South Suburban Municipal Golf Course.

Jim Randall anticipates that final designs of the Island Prairie Park Nature Center OSLAD grant project will be available within the next two weeks.

Jim Randall reported that discussions have been taking place regarding the possibility of offering before and after school care for Summit Hill District 161 students. Cheryl Martin, Superintendent of Early Childhood Programming, is working on the specifics of the program to present to school administration.

Cheryl is working with representatives from Pioneer Grove Special Education in the development of a blended pre-school program, wherein high-functioning special needs children can attend the park district's preschool program.

X. Committee Reports

A. Maintenance

Jim Randall met with residents of the Prairie Crossing subdivision of Walnut Creek. The residents have appealed to the park district to accept and maintain a pond in their subdivision. At issue is the fact the park district does not have ownership rights, and the builder went bankrupt. If the builder or the Village of Frankfort will develop the site, the park district can then consider the request.

B. Recreation

Sufficient recreation department information was detailed in Jim Randall's November report to the Board.

C. Special Recreation

The SSSRA conducted their annual Oktoberfest on Saturday, October 4th. The successful event was supported by the Abbey Woods Foundation's generous donation of \$25,000 to fund the event. The foundation also provided door-to-door transportation services to SSSRA residents.

Jim Randall reported that the 2nd Annual Ricky's Ride, held on September 28th, was attended by approximately 270 riders. The event raised \$17,000 for the SSSRA.

SSSRA is currently working on developing a master plan. Jim Randall reported that the organization is hoping to build an onsite garage to house their vans and equipment. A discussion regarding the matter ensued.

D. Finance and Planning

Due to the state of the economy, Jim Randall reported that he is in the process of reviewing ways to ensure the park district will continue to remain in good financial standing.

E. Township Planning Commission

Jill Simmons noted that no meeting of the Township Planning Commission was held during the month of November.

F. F.A.N.

Jim Randall reported that to date, 170 families, reflecting 800 individuals are registered members of the F.A.N. program.

G. Golf Course

No report

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Executive Session

Ken Blackburn made Motion 08-555 to enter into Executive Session.
Dave Macek seconded. Motion carried in a vote by voice.

Jim Randall presented updated information regarding the status of park district residency in The Pointe subdivision.

Ken Blackburn made Motion 08-556 to go out of Executive Session.
Brian Mulheran seconded. Motion carried in a vote by voice.

XIV. Adjournment

Dave Macek made Motion 08-557 to adjourn the meeting at 7:30 p.m. Ken Blackburn seconded. Motion carried.

Respectfully submitted:
Jill Simmons

Board Meeting Minutes-Closed Session
November 20, 2008

Motion 08-555 made by K. Blackburn, seconded by D. Macek to go into executive session.
Motion carried.

The Board discussed the status of residency of individuals living in The Pointe at Gleneagle subdivision, located in Matteson.

Motion 08-556 made by K. Blackburn, seconded by B. Mulheran to return to open session.
Motion carried.

FRANKFORT SQUARE PARK DISTRICT
TRUTH IN TAXATION HEARING MINUTES

December 1, 2008

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 6:45 p.m.

II. Roll Call

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

Absent was: Barb Libowitz and Brian Mulheran.

III. Public Hearing

Ken Blackburn made Motion 08-558 to open the Truth and Taxation Hearing for Tax Levy Ordinance #08-12-216. Jeff Roach seconded. Motion carried.

No members of the public were present for input.

IV. Adjournment

Ken Blackburn made motion 08-559 to close and adjourn the Truth in Taxation Hearing at 7:00 p.m. Jill Simmons seconded. Following a vote by voice, motion passed.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

December 1, 2008

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 was: Barb Libowitz and Brian Mulheran.

Also present: Park Attorney, Richard L. Hutchison

IV. Public Input

No members of the public were present for input.

V. Presentation of the November 20, 2008 Board Meeting Minutes.

Ken Blackburn made Motion 08-560 to accept the November 20, 2008 Board Meeting Minutes as presented. Dave Macek seconded. Motion carried.

VI. Legal Report

Park Attorney Hutchison reported that he rendered legal opinion letters to First United Bank and Old Plank Trail Community Bank officials regarding two installment contract ordinances (*ref. December 1, 2008, Section VIII, Treasurer's Report*).

VII. Presentation of Tax Levy Ordinance

Secretary, Jim Randall presented Tax Levy Ordinance No. 08-12-216 for fiscal year 5/1/08-4/30/09 for Board approval.

Ken Blackburn made Motion 08-561 to adopt Tax Levy Ordinance No. 08-12-216 for fiscal year 5/1/08-4/30/09, as presented. Dave Macek seconded. Motion carried; no discussion.

VIII. Treasurer's Report

Due to the early scheduling of the December meeting, the Treasurer's Report and Accounts Payable Listing were not available for consideration. The Board elected to postpone action regarding said financial documents until the regularly scheduled January meeting of the Park Board.

Park Secretary, Jim Randall read Ordinance No. 08-12-217, Revised Installment Contract with First United Bank into the record.

Ken Blackburn made Motion 08-562 to adopt Ordinance No. 08-12-217 as presented. Dave Macek seconded. Motion carried; no discussion.

Park Secretary, Jim Randall, read Ordinance No. 08-12-218, \$200,000 Installment Contract with Old Plank Trail Community Bank into the record.

Ken Blackburn made Motion 08-563 to adopt Ordinance No. 08-12-218 as presented. Jill Simmons seconded. Motion carried; no discussion.

IX. Executive Director's Report

No report

X. Committee Reports

A. Maintenance

No report

B. Recreation

No report

C. Special Recreation

No report

D. Finance and Planning

No report

E. Township Planning Commission

F. F.A.N.

No report

G. Golf Course

No report

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Adjournment

Ken Blackburn made Motion 08-564 to adjourn the meeting at 7:05 p.m.
Jill Simmons seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

January 15, 2009

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: Pam Kohlbacher, Brian Mulheran, Jeff Roach, and Jill Simmons.

Absent were: Ken Blackburn and Dave Macek

Barb Libowitz arrived at 7:06 p.m.

IV. Public Input

No members of the public were present for input.

V. Correspondence

A. Resident Communication

1. Letter from Executive Director to resident regarding possible use of monetary donations for memorial at Island Prairie Park Nature Center project.

B. Informative

1. Chicago Wilderness annual report highlighting a Frankfort Square Park District beautification crew photograph.

VI. Presentation of the December 1, 2009 Truth in Taxation Public Hearing Minutes and Board Meeting Minutes.

Jill Simmons made Motion 09-565 to accept the December 1, 2008 Truth in Taxation Public Hearing Minutes and the December 1, 2008 Board Meeting Minutes as presented. Brian Mulheran seconded. Motion carried.

VII. Legal Report

Jim Randall reported on the following matter on behalf of Park Attorney, Richard Hutchison.

Mr. Hutchison is working with developer, Bruti Associates Limited, wherein the Prairie Crossings bike path in the Walnut Creek subdivision is to be transferred to the park district. The process is proceeding well with no problems.

VIII. Treasurer's Report

On behalf of the Board of Commissioners, President, Pam Kohlbacher accepted the December Treasurer's Report, pending audit.

Jeff Roach made Motion 09-566 to accept the Accounts Payable Listing, pending audit. Brian Mulheran seconded. Motion carried.

IX. Executive Director's Report

Jim Randall noted that the January Board packets, normally hand delivered to Commissioners, were transmitted electronically. If any Commissioners prefer hard copy delivery, they should contact Mr. Randall.

Mr. Randall informed the Board that the Island Prairie Nature Center OSLAD grant project will comprise four separate bid packets as follows:

1. Infrastructure, i.e. sewer, water, site work
2. Construction of Nature Center building
3. Installation of Boardwalk and Canoe/Kayak Launch
4. Picnic shelter/pavilion

A bid opening for the boardwalk and shelter will be held on Monday, February 9, 2009. The building packet will not be released until site engineering is completed, presumably by the end of February.

No updated information regarding the release of \$40,000 in DCEO funds for the playground grant secured by State Representative, Kevin McCarthy, was available, but Jim Randall continues to pursue the matter.

The following staff members will attend the upcoming IPRA state convention: Jeff Mecher, Audrey Marcquenski, Chris Biegel, John Keenan, and Kelly VanHyning.

Jim Randall distributed the annual Square Links Golf Course report, which reflects a 3% decrease over the previous season's revenue. Mr. Randall is pleased with the level of play and overall operation of this facility.

Jim Randall is in the process of conducting annual departmental reviews. Department heads will submit action plans within the next two weeks, and the reports will be included in the budget packets for Board review.

Jim Randall requested a waiver of fees charged to Lincoln-Way North golf teams. Following a full discussion, the Board agreed that fees should not be charged to teams from the North campus. Normal fees will apply to all other high school use of Square Links Golf Course.

Jim Randall noted that the down-turn in the economy has not impacted program registration or usage at the park district.

Jim Randall expressed his satisfaction with the F.A.N. program, run by Athletic Supervisor, John Keenan, under the direction of Superintendent of Recreation, Audrey Marcquenski. F.A.N. program numbers have increased as reflected in the 300 memberships sold to date, comprising 1,119 individual members. In addition, over 300 residents enjoyed use of the pool during open swims held over the Christmas break.

There has been increase interest in the park district's skating rink facilities, and both Champions Park and Union Creek are in use nightly. Maintenance crews are working hard to ensure that good conditions exist. Ice conditions at the Union Creek hockey rink continue to be challenging, as sub-zero temperatures are needed to create ice at this facility.

Maintenance crews have been overwhelmed with snow plowing, which has been the primary focus of the department.

Jim Randall is in the process of investigating wind power as an alternative energy source to save approximately 25% of energy costs and as a positive environmental action. Preliminary plans would include an infrastructure at the Administration Building with a second windmill at the golf course. An engineered assessment of the area would be done, and Mr. Randall will pursue financing and available grants prior to Board decision on the matter.

Jim Randall and Julie Arvia, FSPD Master Gardener, will meet with members of the Lighthouse Pointe subdivision at the conclusion of this evening's Board Meeting to update the residents on the status of the natural areas.

Jim Randall is working with the park district's offsite IT person, Joe Smulevitz, to provide an affordable television and satellite service in the fitness center at Lincoln-Way North.

Jim Randall informed the Board that Eagle Scout candidate, Alex Baker, has successfully achieved the rank of Eagle Scout, and will be installed during a Court of Honor. Alex's project was the pier at Woodlawn Park.

A comprehensive breakdown of account numbers for the F.A.N. program has been established, ensuring a more accurate accounting of revenue and expenditures.

Jim Randall discussed the need to meet with Board Members prior to the February Board Meeting in order to review the first draft of the 2009-2010 budget. Copies will be included in Board packets for review prior to said meeting.

Board Members were asked to forward any special capital improvement projects or items to his attention for inclusion in the budget. Commissioner, Brian Mulheran inquired about the possibility of installing basketball goals at Mary Drew Elementary. Jim Randall will contact Summit Hill School District Superintendent, Keith Pain regarding this request.

X. Committee Reports

A. Maintenance

No additional information regarding the Maintenance department was conveyed, as sufficient information was included in the monthly Executive Director's report for Board review.

B. Recreation

No additional information regarding the Recreation department was conveyed, as sufficient information was included in the monthly Executive Director's report for Board review.

C. Special Recreation

Jim Randall reported that the SSSRA is in their 5-year master planning process, and they are investigating the possibility of erecting a garage as part of their plan. An initial estimate was not economically feasible, and additional estimates will be sought to construct a structure with a façade to aesthetically complement the existing administrative office building.

D. Finance and Planning

Completed the extension of \$200,000 for the Island Prairie Nature Center project, with Mr. Randall noting the park district now houses \$600,000 for the repayment of the debt.

Jim Randall requested Board approval to establish an interest bearing, no-fee checking account at Old Plank Trail Community Bank, for the purpose of housing proceeds from credit card receipts.

Jill Simmons made Motion 09-567, approving the establishment of a checking account at Old Plank Trail Community Bank to house credit card receipts. Barb Libowitz seconded. Following a full and complete discussion, Motion carried.

E. Township Planning Commission

Jill Simmons reported that no issues have come before the Township Planning Commission in recent months; therefore it has not been necessary for the group to conduct meetings.

F. F.A.N.

No additional information regarding the F.A.N. program was conveyed during the January meeting, as sufficient information was included in the monthly Executive Director's report for Board review.

G. Golf Course

As previously noted in above Section IX-Executive Director's Report, an annual summary drafted by Bob Guler, Supervisor of Golf Operations, detailing the 2008 season of Square Links Golf Course and Driving Range, was distributed to Board Members.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Adjournment

Jill Simmons made Motion 09-568 to adjourn the meeting at 7:30 p.m. Brian Mulheran seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

February 19, 2009

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

I. Call to Order

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

II. Pledge of Allegiance

III. Roll Call

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

Absent was: Jill Simmons

Also present was: Richard L. Hutchison, Park District Attorney

IV. Public Input

No members of the public were present for input.

V. Correspondence

Jim Randall distributed the following correspondence for Board review:

A. Informative

1. Chicago Tribune notice
2. SEKM Sportsplex plans
3. School flyer
4. Recreation Pamphlets
 - Spring Special Events
 - Summer Day Camp
5. IAPD Legislative Breakfast
6. F.A.N. Survey

- VI. Presentation of the January 15, 2009 Board Meeting Minutes.
Dave Macek made Motion 09-569 to accept the January 19, 2009 Board Meeting Minutes as presented. Brian Mulheran seconded. Ken Blackburn abstained. Motion carried.

VII. Legal Report

Mr. Hutchison continues to work with Lyman Tieman, attorney for Lighthouse Pointe subdivision developer to complete the transfer of the bike trail.

Vice President Ken Blackburn inquired about the status of the property transfer in the Walnut Creek subdivision. Mr. Randall replied that the Village of Frankfort has been working with the developer to rectify issues. The park district cannot accept unimproved property, and transfer is unlikely.

VIII. Passage of Ordinance

Park Secretary, Jim Randall read Bond Abatement-Series 2003, 2002, Ordinance No. 09-02-219 , alternate revenue sources to pay debt service into the record.

Ken Blackburn made Motion 09-570 to adopt Ordinance No. 09-02-219 as presented. Dave Macek seconded. Motion carried

IX. Treasurer's Report

On behalf of the Board of Commissioners, President, Pam Kohlbacher accepted the January Treasurer's Report, pending audit.

Ken Blackburn made Motion 09-571 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

X. Executive Director's Report

Jim Randall requested Board approval to accept bids and issue purchase orders for the purchase of a new tractor and dump truck at a cost not to exceed \$160,000.

Dave Macek made Motion 09-572 authorizing Jim Randall to accept bids and issue purchase orders to purchase equipment as specified for a cost not to exceed \$160,000. Ken Blackburn seconded. Motion carried.

Jim Randall requested approval to enter into a ten year installment loan contract with Old Plank Trail Community Bank for the purpose of financing equipment purchases approved via Motion 09-573.

Jim Randall requested Board approval to purchase a Range Servant ball dispenser for Square Links Golf Course at a sum not to exceed \$6,000.

Ken Blackburn made Motion 09-574 authorizing the purchase of a Range Servant ball dispenser for a sum not to exceed \$6,000. Dave Macek seconded. Following a full discussion, Motion carried.

Jim Randall requested Board approval to trade-in a 2005 Ford Crown Victoria park vehicle, and enter into a new four year vehicle lease with annual payments for a price not to exceed \$27,000.

Ken Blackburn made Motion 09-575 to authorize Jim Randall to enter into a contract with Currie Motors/Ford Motor Credit for the purpose of leasing a park district vehicle at a cost not to exceed \$27,000. Said lease agreement shall not exceed four years, with annual lease payments. Brian Mulheran seconded. Motion carried.

Funding sources may be available for the purchase of windmills, if the park district elects to seek wind power as an alternate energy source. (*ref. January 19, 2009 Minutes, Section IX. Executive Director's Report*).

As an SSSRA Board Member, Jim Randall is working with the organization to seek pricing for a garage at their administrative building site.

Robinson Engineering is in the process of updating a district-wide map for the park district.

Jim Randall met with representatives from the Village of Tinley Park to discuss concerns raised by two residents bordering Brookside Glen ponds.

Mr. Randall reported on a Brookside Glen website link to an independent site which promotes skating on park district-owned ponds within the subdivision. Park ordinance prohibits this activity due to inherent safety risks. Mr. Randall forwarded a letter to the website, citing park district policy on this issue.

Mr. Randall updated the Board on the progress of the Island Prairie Park Nature Center grant project:

- Arbor Care, the firm awarded the tree planting contract, will deliver the 84" spade to the site on Friday, February 20th, and work will begin shortly thereafter.
- A contract was awarded for the picnic shelter/gazebo. The structure was ordered, and should be installed by July 4, 2009. Staff is currently working to book the Nashville quartet as the first outdoor performance at this improvement, to be held in August, 2009.
-

Plans for the second Earth Day event are well underway, with the booking of a folk music family entertainer and the return booking of SOAR, Save our American Raptors, featuring birds of prey.

Julie Arvia hired two seasoned adults for the beautification crew.

Jim Randall reported that maintenance/beautification staff members successfully passed exams for chemical applicator licenses. Julie Arvia will also receive indoor herbicide testing, right-of-way, and aquatics licenses, enabling staff to work under her direction. This will result in a savings of approximately \$10,000-\$12,000 per year by completing work in-house.

This winter proved to be a great year for the skating rinks, and Jim Randall commended the hard work performed by maintenance crews to ensure good ice conditions at both Champions Park and the Union Creek hockey rink.

The damaged water main feeding into the Champions Park concession stand has been repaired.

Julie Arvia organized a butterfly workshop to be held at the Administration Building this summer.

The 5th & 6th grade Friday night dances continue; and Jim Randall noted that they are running smoothly, with no major issues to report.

A dance recital is scheduled at the Lincoln-Way North Performing Arts Center this spring.

Cheryl Martin instituted parent/teacher conferences for the Early Learning Center program, which was well received by the parents. A survey was distributed during conferences, and Mr. Randall noted that comments were very positive. A summary of responses will be forwarded to Board Members for their review.

Mrs. Martin developed a new ½ day summer camp for pre-k children.

Square Links Golf Course is scheduled to open on April 1st. If weather conditions allow, the course may open prior to the target date.

A new point-of-sale register will be implemented at the golf course which will allow for speedier customer service and more efficient tracking of sales.

XI. Committee Reports

A. Maintenance

Jim Randall commended the maintenance crew for their exceptional snow plowing efforts this past season.

Julie Arvia and Jeff Mecher will work cooperatively on prairie projects this summer.

Renovation to the newly transferred park properties in the LaPorte Meadows subdivision will begin this summer, and the Village of Frankfort will contribute \$10,000 to the park district for capital improvements at the two sites.

B. Recreation

Jim Randall noted that the recreation staff is doing exceptionally well developing and administering a long list of programs throughout the year.

The F.A.N. program is going well, and Mr. Randall is currently considering various incentives for returning and new members. To date over 18,000 visits have been reported, with 350 passes sold. In addition, open swims at the North pool average 95 participants.

Community groups/organizations enjoy use of the Lincoln-Way North facility each week, and Lincoln-Way administrators are pleased that the park district has successfully coordinated usage based upon residency.

C. Special Recreation

Jim Randall informed Board Members that the SSSRA, currently in the master planning process, is in good financial condition.

D. Finance and Planning

Jim Randall presented the first draft of the 2009-2010 budget to Board Members in advance of the February Board Meeting, noting additional budget information will be forwarded to Commissioners for review one week prior to the next meeting.

E. Township Planning Commission

Commissioner, Dave Macek, reported that no meetings have taken place over the past months due to the fact that no zoning issues have come before the Planning Commission.

F. F.A.N.

Staff is working with Matt Lyke, Lincoln-Way North Athletic Director, regarding park district use and scheduling of athletic fields at the conclusion of North's season. FSPD Athletic Supervisor, John Keenan, will develop a master schedule by March 1st.

G. Golf Course

Ray Schmitz, Superintendent of Golf Course Maintenance, is scheduled to return for seasonal employment on March 17th. Bob Murphy and Chuck Reiser will also return for the upcoming season.

The golf course will be hiring adult counter workers this season, and the park district has received numerous employment applications for this and any available opportunities within the district.

XII. Old Business

Jim Randall will look into the possibility of adding basketball goals to Mary Drew Elementary School following an inquiry by Commissioner, Brian Mulheran.

XIII. New Business

No new business was discussed.

XIV. Executive Session

Ken Blackburn made Motion 09-576 to enter into Executive Session. Dave Macek seconded. Motion carried in a vote by voice.

A personnel issue was discussed in session.

Ken Blackburn made Motion 09-577 to go out of Executive Session. Dave Macek seconded. Motion carried in a vote by voice.

XV. Adjournment

Ken Blackburn made Motion 09-578 to adjourn the meeting at 7:45 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
March 19, 2009

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

Also present was: Richard L. Hutchison, Park District Attorney

IV. Public Input

No members of the public were present to provide input.

V. Correspondence

Jim Randall distributed the following correspondence for Board review:

A. Complimentary

1. E-mail from parent re: Daddy/Daughter Dance
2. Verbal compliments re: office staff, preschool program, All-Star Pee Wee Coach

B. Informative

1. School flyers
2. Special events pamphlet

VI. Presentation of the February 19, 2009 Board Meeting Minutes.

Ken Blackburn made Motion 09-579 to accept the February 19, 2009 Board Meeting Minutes as presented. Dave Macek seconded. Motion carried.

VII. Legal Report

President, Pam Kohlbacher announced the Bond Issue Notification Act requires that a public hearing be called and held in connection with the sale of bonds in the amount of \$1,200,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, to provide funds for the payment of certain principal of and interest on two of the District's outstanding installment contracts entered into to pay for certain capital improvements in and for the District, and for the payment of the expenses incident thereto, and that the Board of Park Commissioners would consider the adoption of a resolution calling such public hearing.

President, Pam Kohlbacher presented and Secretary, Jim Randall read by title Resolution 09-03-07, Notice of Hearing, a copy of which was provided to each Park Commissioner prior to said meeting, into the record, requesting adoption of same.

Ken Blackburn made Motion 09-580 to adopt Resolution No. 09-03-07 as presented. Jill Simmons seconded. Following a full and complete discussion thereof, Motion carried

President Pam Kohlbacher announced that the Board of Park Commissioners next would consider the adoption of an ordinance authorizing the issuance of general obligation alternate bonds and directing the publication of a notice setting forth the determination of the Board to issue such bonds to provide for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, to provide funds for the payment of certain principal of and interest on two of the District's outstanding installment contracts entered into to pay for certain capital improvements in and for the District, and for the payment of the expenses incident thereto.

Whereupon President Pam Kohlbacher presented and Secretary, Jim Randall read by title Ordinance No. 09-03-221, Authorizing Issuance of General Obligation Park Bonds in a principal amount not to exceed \$1,200,000, a copy of which was provided to each Park Commissioner prior to said meeting, into the record, requesting authorization of same.

Ken Blackburn made Motion 09-581 to adopt Ordinance No. 09-03-221 as presented. Jill Simmons seconded. Following a full and complete discussion thereof, Motion carried.

VIII. Treasurer's Report

On behalf of the Board of Commissioners, President, Pam Kohlbacher accepted the February Treasurer's Report, pending audit.

Ken Blackburn made Motion 09-582 to accept the Accounts Payable Listing, pending audit. Brian Mulheran seconded. Motion carried.

IX. Executive Director's Report

Jim Randall sought Board approval to increase the installment contract for the purchase of a mobile restroom facility to be located in the vicinity of the Lincoln-Way North athletic fields for a price not to exceed \$51,000.

Ken Blackburn made Motion 09-583, authorizing the \$51,000 increase of the installment loan contract to include the purchase of a mobile restroom facility as requested. Barb Libowitz seconded. Following a full and complete discussion, Motion carried.

X. Committee Reports

A. Maintenance

Sufficient information regarding the maintenance department was contained in the March Executive Director's Report for Board review.

B. Recreation

Sufficient information regarding the recreation department was contained in the March Executive Director's Report for Board review.

C. Special Recreation

Sufficient information regarding the SSSRA was contained in the March Executive Director's Report for Board review.

D. Finance and Planning

No report.

E. Township Planning Commission

Commissioner Jill Simmons reported that the Township Planning Commission will meet on April 1, 2009. It was decided that quarterly meetings will be held, whether or not a zoning issue is brought before the Commission

F. F.A.N.

Jim Randall reported that although the F.A.N. program was suspended for several days in March due to conflicts with Lincoln-Way North scheduling, the program is going very well.

G. Golf Course

Jim Randall reported that Square Links Golf Course and Driving Range is scheduled to open on April 1st for the 2009 season.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Executive Session

Ken Blackburn made Motion 09-584 to enter into Executive Session.
Dave Macek seconded. Motion carried in a vote by voice.

The Executive Session was called for the purpose of conducting the
annual personnel review.

Ken Blackburn made Motion 09-585 to go out of Executive Session.
Dave Macek seconded. Motion carried in a vote by voice.

XIV. Adjournment

Ken Blackburn made Motion 09-586 to adjourn the meeting at 8:10 p.m.
Brian Mulheran seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

MINUTES of a special public hearing of the Board of Park Commissioners of the Frankfort Square Park District, Will and Cook Counties, Illinois, held at the District Administration Building, 7540 West Braemar Lane, Frankfort, Illinois, in said Park District at 6:00 o'clock P.M., on the 9th day of April, 2009.

* * *

The meeting was called to order by the President, and upon the roll being called, Pamela Kohlbacher, the President, and the following Park Commissioners were physically present at said location: Brian Mulheran, Jeff Roach, and Jill Simmons.

Ken Blackburn arrived at 6:10 p.m.

The following Park Commissioners were absent and did not participate in the meeting in any manner or to any extent whatsoever: Barb Libowitz and Dave Macek

At 6:00 o'clock P.M., the President announced that the next agenda item for the Board of Park Commissioners was a public hearing (the "*Hearing*") to receive public comments on the proposal to sell \$1,200,000 General Obligation Bonds (Alternate Revenue Source) (the "*Bonds*") for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, to provide funds for the payment of certain principal of and interest on two of the District's outstanding installment contracts entered into to pay for certain capital improvements in and for the District, and for the payment of the expenses incident thereto, and explained that all persons desiring to be heard would have an opportunity to present written or oral testimony with respect thereto.

The President opened the discussion and asked the Executive Director/Park Board Secretary to review the reasons for the proposed issuance of the Bonds.

Whereupon the President asked for additional comments from the Park Commissioners.

None.

Written testimony concerning the proposed issuance of the Bonds was read into the record by the Secretary and is attached hereto as *Exhibit I*.

Whereupon the President asked for oral testimony or any public comments concerning the proposed issuance of the Bonds.

None.

The President then announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Bonds.

Park Commissioner Ken Blackburn made Motion 09-587 and Park Commissioner Brian Mulheran seconded the motion that the Hearing be finally adjourned.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion.

Upon the roll being called, the following Park Commissioners voted AYE: Brian Mulheran, Jeff Roach, Jill Simmons, Ken Blackburn, and Pamela Kohlbacher.

The following Park Commissioners voted NAY: None.

Whereupon the President declared the motion carried and the Hearing was finally adjourned.

Other business not pertinent to the conduct of the Hearing was duly transacted at said meeting.

Park Commissioner Jill Simmons made Motion 09-588 and Park Commissioner Brian Mulheran seconded the motion that law firm of Chapman and Cutler be secured for engagement of services as Bond Counsel for the General Obligation Park Bonds (Alternate Revenue Source), Series 2009.

Upon the roll being called, the following Park Commissioners voted AYE: Brian Mulheran, Jeff Roach, Jill Simmons, Ken Blackburn, and Pamela Kohlbacher.

Park Commissioner Ken Blackburn made Motion 09-589 and Park Commissioner Jill Simmons seconded the motion that the regular meeting of the Park Board be rescheduled to coincide with the Special Meeting to be held on April 27, 2009 at 7:00 o'clock P.M.

Upon the roll being called, the following Park Commissioners voted AYE: Brian Mulheran, Jeff Roach, Jill Simmons, Ken Blackburn, and Pamela Kohlbacher.

The following Park Commissioners voted NAY: None.

Upon motion duly made, seconded and carried, the meeting was adjourned.

Secretary, Board of Park Commissioners

EXHIBIT I

The purpose for the sale of Bonds is to utilize proceeds for the completion of scheduled projects, elimination of debt payments from the operating budget, expansion of discretionary funding on an annual basis, and to position the district for anticipated limited overall growth.

Pursuant to authority granted by the Park District Code, the FSPD may incur general obligation indebtedness up to 2.875% of the total equalized assessed valuation of all taxable property in the district, both Will and Cook Counties. The park district may issue bonds up to \$3,485,456 (0.575% of its estimated 2007 equalized assessed value) without district voter authorization, provided the aggregated annual non-referendum debt service is not in excess of the district's debt service extension limit.

The \$1.2 million in General Obligation Bonds (Alternate Revenue Source), Series 2009, will be issued by the park district in fully registered form in the denomination of \$5,000, or authorized integral multiples thereof. Semi-annual interest on the Bonds shall be payable on April 1 and October 1, commencing October 1, 2009. The Bond Registrar and Paying Agent for this issue is Cole Taylor Bank, Chicago, Illinois. The issuance falls well within the range of allowable indebtedness and allowable issuance as herein noted.

The primary and key concern is the overall impact on individual tax payers. The entire sale and estimated proceeds will be completed to ensure no net increase on the current tax rate. I am confident that the proposed sale of Bonds would be well received, in that no addition to existing tax burden will result, and park district services will be enhanced to better meet the needs of our entire community.

The following professional services were employed to affect the sale and issuance of General Obligation Bonds, Series 2009:

Auditor: Wermer, Rogers, Doran & Ruzon, Certified Public Accountants, Joliet, IL

Bond Counsel: Chapman and Cutler LLP, Chicago, IL

Local Counsellor: Hutchison, Anders and Hickey, Tinley Park, IL

Underwriter: Robert W. Baird & Company, Naperville, IL

Bond Registrar, Paying Agent, and Escrow Agent: Cole Taylor Bank, Chicago, IL

It must be further noted that the following procedures were adhered to, ensuring full disclosure was available to all park district residents:

March 19, 2009-Regular Board Meeting

1. Adoption of Resolution No. 09-03-07, calling a public hearing concerning the intent to sell \$1,200,000 General Obligation Bonds
2. Passage of Ordinance No. 09-03-221, authorizing the issuance of General Obligation Park Bonds in an aggregate principal amount not to exceed \$1,200,000

3. Legal notice of the Bond Issue Notification Act Public Hearing was published in the *Frankfort Neue Presse*, March 26, 2009 edition 14 days before the Hearing date, and was prominently posted at the Frankfort Square Park District Community Center, located at 7540 W. Braemar Lane, Frankfort, IL.

4. The authorizing Ordinance was published in its entirety in the *Frankfort Neue Presse*, March 26, 2009 edition.

Secretary, Board of Park Commissioners

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
April 27, 2009

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: Dave Macek, Brian Mulheran, Jill Simmons, Ken Blackburn, and Pam Kohlbacher.

Jeff Roach arrived at 7:06 p.m.

Absent was: Barb Libowitz.

Also present was: Richard L. Hutchison, Park District Attorney.

IV. Public Input

No members of the public were present for input.

V. Correspondence

Jim Randall distributed the following correspondence for Board review:

A. Informative

1. 2009 Summer Camp Program Parents' Info Packet
2. Recreation Program Flyers

VI. Presentation of the March 19, 2009 Board Meeting Minutes and the April 9, 2009 Public Hearing Minutes.

Ken Blackburn made Motion 09-590 to accept the March 19, 2009 Board Meeting Minutes and the April 9, 2009 Public Hearing Minutes as presented. Jill Simmons seconded. Motion carried.

VII. Legal Report

President, Pam Kohlbacher presented and read by title Ordinance No. 09-04-222, Providing Issue of \$1.2 million General Obligation Park Bonds (Alternate Revenue Source) Series 2009, a copy of which was provided to each Park Commissioner prior to said meeting, into the record, requesting adoption of same.

Ken Blackburn made Motion 09-591 to adopt Ordinance No. 09-04-222, Resolution No. 09-03-07 as presented. Brian Mulheran seconded. Motion carried.

President Pam Kohlbacher presented a Collateral Security Agreement and a Pledge Depository Agreement, copies of which were provided to each Park Commissioner prior to said meeting. The agreements are required to pledge securities with the Bank of America and deposit General Obligation Park Bonds, Series 2009 funds in a Demand and Money Market Deposit Account at Old Plank Trail Community Bank.

Ken Blackburn made Motion 09-592 to enter into the Collateral Security Agreement and the Pledge Depository Agreement as presented. Jill Simmons seconded. Motion carried.

VIII. Treasurer's Report

On behalf of the Board of Commissioners, President, Pam Kohlbacher accepted the March Treasurer's Report, pending audit.

Ken Blackburn made Motion 09-593 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

President, Pam Kohlbacher presented the 2009-2010 Operating Budget for Board approval, copies of which were provided to each Park Commissioner prior to said meeting.

Ken Blackburn made Motion 09-594 to accept the 2009-2010 Operating Budget as presented. Brian Mulheran seconded. Motion carried.

IX. Executive Director's Report

Jim Randall informed Board Members that the 2009 College Scholarship judging process is complete, and five seniors were selected to receive \$1,000 scholarships, to be presented at the Lincoln-Way East Senior Scholarship Night event. Recipient names are withheld until the event.

The General Obligation Park Bond Issue is now complete, and funds will be deposited in the newly established Demand and Money Market Deposit Account, per Motion 09-595 on May 5, 2009.

Jim Randall noted that the 2009-2010 Operating Budget, adopted herein, reflects the salary and benefits approved during the March meeting.

The Will County Land Use Department will release the site excavation and foundation permit for the Island Prairie Park Nature Center grant project on April 28, 2009, and site work will be slated to begin shortly thereafter. Mr. Randall noted that eight trees were relocated from boulevard adjacent to the construction site. A discussion regarding parking and traffic flow ensued. Mr. Randall stated that traffic will be re-routed enabling both entrance and egress from Braemar Lane.

X. Committee Reports

A. Maintenance

Jim Randall distributed a maintenance report to Board Members, detailing projects and expenditures over and above normal routine maintenance.

B. Recreation

The 2nd annual Earth Day Celebration, held on April 25, 2009, was successful. Numbers were good, and staff participation was strong.

Recreation staff created a Before & After School Program brochure. A proof copy will be forwarded to SHSD 161 for their input/approval, and Board Members will also be given a copy for their review. Plans are in place to begin the program in the fall of 2009.

C. Special Recreation

Jim Randall reported that Audrey Marcquenski, Superintendent of Recreation, will replace him on the SSSRA Board, as Ms. Marcquenski works directly with their staff on a regular basis.

D. Finance and Planning

No report

E. Township Planning Commission

Jill Simmons noted that the Commission recently met to tour the new Frankfort Township administration building, and there were no other issues to report.

F. F.A.N.

Jim Randall referenced the newly added F.A.N. line item under Recreation section of the Treasurer's Report. To date, F.A.N. grossed \$49,000 with \$16,830 in expenses. Mr. Randall is pleased with the success of the program, and noted that staff will work to ensure the availability of the facility, as agreed upon by and between Lincoln-Way North High School and the park district, remains constant.

G. Golf Course

Due to inclement weather, Jim Randall informed Board Members that the golf course has experienced low turn-out for the beginning of the 2009 season.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Executive Session

Ken Blackburn made Motion 09-596 to enter into Executive Session. Dave Macek seconded. Motion carried in a vote by voice.

The Executive Session was called for the purpose of discussing a personnel matter.

Management of Brookside Glen ponds was also discussed in session.

Ken Blackburn made Motion 09-597 to go out of Executive Session. Dave Macek seconded. Motion carried in a vote by voice.

XIV. Adjournment

Ken Blackburn made Motion 09-598 to adjourn the meeting at 8:00 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
April 27, 2009

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: Dave Macek, Brian Mulheran, Jill Simmons, Ken Blackburn, and Pam Kohlbacher.

Jeff Roach arrived at 7:06 p.m.

Absent was: Barb Libowitz.

Also present was: Richard L. Hutchison, Park District Attorney.

IV. Public Input

No members of the public were present for input.

V. Correspondence

Jim Randall distributed the following correspondence for Board review:

A. Informative

1. 2009 Summer Camp Program Parents' Info Packet
2. Recreation Program Flyers

VI. Presentation of the March 19, 2009 Board Meeting Minutes and the April 9, 2009 Public Hearing Minutes.

Ken Blackburn made Motion 09-590 to accept the March 19, 2009 Board Meeting Minutes and the April 9, 2009 Public Hearing Minutes as presented. Jill Simmons seconded. Motion carried.

VII. Legal Report

President, Pam Kohlbacher presented and read by title Ordinance No. 09-04-222, Providing Issue of \$1.2 million General Obligation Park Bonds (Alternate Revenue Source) Series 2009, a copy of which was provided to each Park Commissioner prior to said meeting, into the record, requesting adoption of same.

Ken Blackburn made Motion 09-591 to adopt Ordinance No. 09-04-222, Resolution No. 09-03-07 as presented. Brian Mulheran seconded. Motion carried.

President Pam Kohlbacher presented a Collateral Security Agreement and a Pledge Depository Agreement, copies of which were provided to each Park Commissioner prior to said meeting. The agreements are required to pledge securities with the Bank of America and deposit General Obligation Park Bonds, Series 2009 funds in a Demand and Money Market Deposit Account at Old Plank Trail Community Bank.

Ken Blackburn made Motion 09-592 to enter into the Collateral Security Agreement and the Pledge Depository Agreement as presented. Jill Simmons seconded. Motion carried.

VIII. Treasurer's Report

On behalf of the Board of Commissioners, President, Pam Kohlbacher accepted the March Treasurer's Report, pending audit.

Ken Blackburn made Motion 09-593 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

President, Pam Kohlbacher presented the 2009-2010 Operating Budget for Board approval, copies of which were provided to each Park Commissioner prior to said meeting.

Ken Blackburn made Motion 09-594 to accept the 2009-2010 Operating Budget as presented. Brian Mulheran seconded. Motion carried.

IX. Executive Director's Report

Jim Randall informed Board Members that the 2009 College Scholarship judging process is complete, and five seniors were selected to receive \$1,000 scholarships, to be presented at the Lincoln-Way East Senior Scholarship Night event. Recipient names are withheld until the event.

The General Obligation Park Bond Issue is now complete, and funds will be deposited in the newly established Demand and Money Market Deposit Account, per Motion 09-595 on May 5, 2009.

Jim Randall noted that the 2009-2010 Operating Budget, adopted herein, reflects the salary and benefits approved during the March meeting.

The Will County Land Use Department will release the site excavation and foundation permit for the Island Prairie Park Nature Center grant project on April 28, 2009, and site work will be slated to begin shortly thereafter. Mr. Randall noted that eight trees were relocated from boulevard adjacent to the construction site. A discussion regarding parking and traffic flow ensued. Mr. Randall stated that traffic will be re-routed enabling both entrance and egress from Braemar Lane.

X. Committee Reports

A. Maintenance

Jim Randall distributed a maintenance report to Board Members, detailing projects and expenditures over and above normal routine maintenance.

B. Recreation

The 2nd annual Earth Day Celebration, held on April 25, 2009, was successful. Numbers were good, and staff participation was strong.

Recreation staff created a Before & After School Program brochure. A proof copy will be forwarded to SHSD 161 for their input/approval, and Board Members will also be given a copy for their review. Plans are in place to begin the program in the fall of 2009.

C. Special Recreation

Jim Randall reported that Audrey Marcquenski, Superintendent of Recreation, will replace him on the SSSRA Board, as Ms. Marcquenski works directly with their staff on a regular basis.

D. Finance and Planning

No report

E. Township Planning Commission

Jill Simmons noted that the Commission recently met to tour the new Frankfort Township administration building, and there were no other issues to report.

F. F.A.N.

Jim Randall referenced the newly added F.A.N. line item under Recreation section of the Treasurer's Report. To date, F.A.N. grossed \$49,000 with \$16,830 in expenses. Mr. Randall is pleased with the success of the program, and noted that staff will work to ensure the availability of the facility, as agreed upon by and between Lincoln-Way North High School and the park district, remains constant.

G. Golf Course

Due to inclement weather, Jim Randall informed Board Members that the golf course has experienced low turn-out for the beginning of the 2009 season.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Executive Session

Ken Blackburn made Motion 09-596 to enter into Executive Session. Dave Macek seconded. Motion carried in a vote by voice.

The Executive Session was called for the purpose of discussing a personnel matter.

Management of Brookside Glen ponds was also discussed in session.

Ken Blackburn made Motion 09-597 to go out of Executive Session. Dave Macek seconded. Motion carried in a vote by voice.

XIV. Adjournment

Ken Blackburn made Motion 09-598 to adjourn the meeting at 8:00 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

Board Meeting Minutes-Closed Session
April 27, 2009

Motion 09-596 made by K. Blackburn, seconded by D. Macek to go into executive session.
Motion carried.

The Board discussed the District's management of Brookside Glen ponds.

Motion 09-597 made by K. Blackburn, seconded by D. Macek to return to open session. Motion carried.