

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
May 21, 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, Barb Libowitz, Pam Kohlbacher, Dave Macek, Brian Mulheran, Jeff Roach, and Jill Simmons.

Also present: Park District Attorney, Richard L. Hutchison

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. E-mail forwarded by Jerry Ducay, Village of Frankfort Administrator, regarding pending transfer of bike trail property from the Prairie Creek developer to the park district.
2. Letter from the IDNR announcing the park district will receive a \$400,000 OSLAD Grant Award for the proposed 191st Street Park Development.
3. Martin Implement magazine, featuring Jim Randall and the Frankfort Square Park District maintenance crew on the cover.

B. Complimentary

1. E-mail from USN personnel, YN1 John Rush, expressing appreciation to Audrey Marcquenski for providing a letter of documentation for Angela Corrigan's community service activity

VI. Oath of Office

Jim Randall swore in candidates re-elected to office, Ken Blackburn, Dave Macek, Brian Mulheran, and Jeff Roach, to serve a four-year term of office as Park Board Commissioners.

VII. Election of Officers

Ken Blackburn made Motion 09-599 to open the floor for nomination of officers. Jill Simmons seconded. Motion carried in a vote by voice.

Ken Blackburn made Motion 09-600 to nominate Pam Kohlbacher as President. Dave Macek seconded. Motion carried in a vote by voice.

Barb Libowitz made Motion 09-601 to nominate Ken Blackburn as Vice President. Dave Macek seconded. Motion carried in a vote by voice.

Dave Macek made Motion 09-602 to close the floor for nominations. Brian Mulheran seconded. Motion carried in a vote by voice.

VII. 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.

President, Pam Kohlbacher, appointed Audrey Marcquenski to the SSSRA Board. Jim Randall will serve as alternate and will assist on specific projects and consult on matters of park district policy. Ms. Marcquenski and Mr. Randall accepted said appointments, no discussion.

President, Pam Kohlbacher, appointed Jill Simmons to serve on the Frankfort Township Planning Commission. Ms. Simmons accepted said appointment, no discussion.

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.

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

Following a full and complete discussion, the Board named Old Plank Trail Community Bank as the primary financial institution to house the park district bank accounts.

VIII. Legal Report

Attorney Hutchison is in the process of filing for property tax exemption on two park district-owned parcels.

Attorney Hutchison has been in contact with Lyman Tieman, attorney for the Lighthouse Pointe Developers, regarding the transfer of bike trail property within the subdivision. To date, said transfer is pending.

IX. Presentation of the April 27, 2008 Board Meeting Minutes.

Ken Blackburn made Motion 09-603 to accept the April 27, 2009 Board Meeting Minutes as presented. Dave Macek seconded. Barb Libowitz abstained. Motion carried.

X. Treasurer's Report

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

Ken Blackburn made Motion 09-604 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

XI. Executive Director's Report

Jim Randall notified the Board that the park district was dropped by its current workers' comp carrier possibly due to an increase in claim filings. Mike Amwoza, park district insurance agent secured a new carrier, effective May 20, 2009, ensuring the park district realized no lapse in coverage.

Mr. Randall updated the Board on the progress of the Island Prairie Park Nature Center construction project. Water lines were connected, sewers will be placed, and paving/asphalt is scheduled for the week of May 25th. Actual construction of the structure will begin on June 1st, and mid-August is the anticipated completion date.

The bandshell, another component of the Island Prairie Park Nature Center Grant project, is underway.

The Non-Referendum Bond issue is now complete, and Mr. Randall noted that although the financial state of the district improved, staff will remain fiscally responsible, maintaining efficient operations.

Jim Randall discussed the notification of the 2009 OSLAD Grant Award for the 191st Street Park, noting the project is in the planning phase only.

A public hearing will be held in the fall for additional input. Based upon previous public input, the plans were altered to include a berm and buffer between the park and adjacent homes.

The 191st Park project is slated to go to bid over the winter months, and the actual park construction would begin in the spring of 2010.

Jim Randall met with the park district's Grant Administrator, Mark Yergler, to begin planning the next OSLAD Grant application, wherein a park site would be developed within the Lighthouse Pointe subdivision, utilizing residual land donation from the developer for the required matching funds. Mr. Randall noted that both the Lighthouse project and the 191st Street project would be budgeted to remain at a \$300,000 level.

The maintenance department is working on several projects, including seal coating of paths and parking lots. Mr. Randall commented on the cost savings the park district will realize by completing the project in-house, utilizing the new tank; and this work will be scheduled on an annual basis.

Jim Randall reported on plans to install a mesh metal fencing around the lower perimeter of the Skate Park. The impenetrable fencing will deter individuals from breaking into the facility during off-hours. The \$8,000 cost is well within the budgeted maintenance expense, and will prevent the daily repairs of this facility. Additional fencing can be installed incrementally, over the next two years. Following a complete discussion, the Board concurred with said action.

Jim Randall reported on the purchase of two hundred (200) Autumn Blaze maple trees that were being cleared from land near Kankakee. The trees, valued at \$300 per tree were purchased for \$60 each. Maintenance crews have been semi-planting them in a holding area at the golf course until they can be planted in the fall.

The new tractor was used for herbicide applications, and Mr. Randall was pleased with the overall result. The implement was also used to mow wetland buffers throughout the district, which may help to eliminate the number of planned burns.

A Brookside Glen resident placed large landscape rock at water's edge of a basin adjacent to his home. The action resulted in an issue between neighbors, was posted on the Brookside Glen web site, and the Tinley Park Police were called. Mr. Randall met with the resident and the issue was quickly resolved.

Jim Randall noted the F.A.N. program grossed \$55,000 in revenue with \$20,000 in expenses to date. A 16-month pass was implemented, allowing residents to take advantage of the added free family swim amenity throughout the summer months.

Jim Randall sought Board approval to purchase and install four (4) LCD television monitors with DirecTV basic service at the Lincoln-Way North fitness center, for usage during F.A.N. hours of operation, for a sum not to exceed \$19,000. The park district will display a plaque noting the park district purchased the equipment specifically for the F.A.N. program.

Brian Mulheran made Motion 09-605 to purchase and install four (4) LCD television monitors with DirecTV basic service at the Lincoln-Way North fitness center for a sum not to exceed \$19,000. Jill Simmons seconded. Following a full and complete discussion, Motion passed.

Jim Randall discussed the purchase of two 40" flat panel monitors to be used for Board Meetings, various seminars, and the Before and After School Program. This budgeted expense would be purchased within the next month to six weeks.

Julie Arvia will host a butterfly seminar for educators during the month of July. Mr. Randall further noted that Julie, who began full time employment on May 1, 2009, has been a wonderful addition to the park district. Julie is currently completing a Master Naturalist Program.

XI. Committee Reports

A. Maintenance

The park district received free Milorganite which was applied to turf throughout the district in the fall of 2008. The product was a cost savings over the standard fertilization, and Mr. Randall noted the product netted great results.

College students have returned for the season. Mr. Randall noted that crews are almost caught up with mowing projects and will begin park detail work.

B. Natural Areas/Beautification

The beautification team has been busy working on erosion control at the Lake of the Glens basin, a wetland buffer planting at Lincoln-Way North Park, and will be planting annuals after the Memorial Day weekend.

Julie Arvia applied a granular aquatic herbicide to basins in Brookside Glen on Monday, May 18th, to control the growth of lily pads.

Julie has been spot reseeding turf and natives throughout the district.

C. Recreation

The Before and After School Program committee continues to plan for the new offering.

D. Special Recreation

No report.

E. Finance and Planning

No report.

F. Township Planning Commission

Dave Macek reported that a family presented a zoning issue to which there were no objections.

G. F.A.N.

No report.

H. Golf Course

Jim Randall reported that business has increased at the golf course.

Kelly VanHynning will assess local golf course facilities with operations similar to Square Links in order to plan new programming opportunities and structure marketing techniques.

XII. Old Business

Vice President Ken Blackburn asked how the investigation of wind turbines was proceeding. Mr. Randall replied that he is in receipt of a basic proposal and was waiting for more in-depth information. It was further noted that energy projects do not fall within the government's stimulus plan, and the Illinois Clean Energy Foundation may only approve \$50,000 towards the \$150,000 project.

Commissioner Brian Mulheran inquired about the possibility of installing basketball hoops at Mary Drew Elementary. Jim Randall discussed the issue with the president of the SHSD 161 SCO group, and Jim Randall will follow up with Superintendent Keith Pain for approval.

Commissioner Dave Macek asked for updates on the Matteson de-annexation issue. Jim Randall has been in communication with a representative from The Pointe at Gleneagles subdivision, who stated that a petition completed at filed with the Village of Matteson, where it is currently held at a stalemate.

If residents wish to circulate a second petition, garnering 51% interest in de-annexation, the Board may consider their request.

XIII. New Business

No new business was discussed.

XIV. Adjournment

Ken Blackburn made Motion 09-606 to adjourn the meeting at 7:53 p.m. Jill Simmons seconded. Motion carried.

Respectfully submitted,
Linda Mitchell

PUBLIC HEARING

June 18, 2009

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 Lighthouse Pointe Park development.

I. Call to Order

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

II. Roll Call

Present were: Ken Blackburn, Pam Kohlbacher, Brian Mulheran, and Jill Simmons.

Absent was: Barb Libowitz, Dave Macek, and Jeff Roach

Also present: Cliff Janeliunas, Interim Director of Utilities-Village of Frankfort, and Julie Arvia, Superintendent of Beautification and Natural Areas-Frankfort Square Park District

Residents from the service area in the Lighthouse Pointe subdivision, along with representatives from the Lighthouse Pointe Homeowners' Association were also present. All residents also received an e-mail alert informing them of the time/date/location of the public hearing. Said e-mail message included a summary of the proposed improvements for their review.

III. Public Hearing

Jill Simmons made Motion 09-607 to open the floor for the public hearing. Brian Mulheran seconded. Motion carried.

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 and ran on the Triblocal web site beginning Thursday, June 11, 2009.

In addition, the meeting date, time, and place was published in the June 17th edition of the *The Herald News* local newspaper.

Jim Randall, Executive Director, addressed the public, described the grant process, project plans, the funding process, potential project schedule, and rendered a full site description, along with a subdivision map, highlighting the park site.

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

There was no input regarding any design changes, and all present were in support of the proposed project.

Jim Randall informed all present that the Park Board and staff will maintain an open dialog with residents over the coming year to ensure residents will be kept informed throughout the application and subsequent construction process.

Jill Simmons made Motion 09-608 to close the floor to the public hearing. Brian Mulheran seconded. Motion carried.

IV. Adjournment

Ken Blackburn made Motion 09-609 to adjourn the public hearing at 7:00 p.m. Brian Mulheran seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
June 18, 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, Brian Mulheran, and Jill Simmons.

Also present: Park District Attorney, Richard L. Hutchison
Janet Porter, Executive Director-SSSRA

Absent was: Barb Libowitz, Dave Macek, and Jeff Roach

IV. Public Input

No members of the public were present for input.

V. Correspondence

Jim Randall distributed the following correspondence for Board review:

A. Appreciation

1. Thank you letters from college scholarship recipients and their parents.
2. Thank you letter from Jim Martin, Lincoln-Way East PPS office, for supporting students through our scholarship program.
3. Thank you letter from the LWN Athletic Booster Club for supporting their inaugural Phoenix Phun Run.
4. Thank you letter from Stacy Holland, President of Illinois Philharmonic Orchestra for hosting the IPO Board of Directors event.
5. Thank you letter from P.A.W.S. for donation to their Candlelight Bowl Fundraiser.

B. Complimentary

1. E-mail from Brookside Glen resident, Jeff Gremley, regarding the park district's maintenance efforts throughout the community, in particular, natural areas.
2. E-mail from parent excited about the new Before & After School program, and expressing appreciation for informative brochure.

VI. Presentation of the May 21, 2009 Board Meeting Minutes.

Ken Blackburn made Motion 09-610 to accept the May 21, 2009 Board Meeting Minutes as presented. Brian Mulheran seconded. Motion carried.

VII. Legal Report

Attorney Dick Hutchison reported that he has received confirmation regarding pending property transfer transactions for Lighthouse Pointe and Walnut Creek bike trail.

Mr. Randall reported that the park district has been in contact with Attorney Lyman Tieman, regarding delaying acceptance of Lot 24, designated for a proposed park site, and the site will remain a conservation area. Mr. Randall will forward copies of any and all correspondence regarding this issue to Attorney Hutchison.

VIII. Treasurer's Report

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

Ken Blackburn made Motion 09-611 to accept the Accounts Payable Listing, pending audit. Jill Simmons seconded. Motion carried.

XI. Executive Director's Report

Jim Randall informed the Board that the annual audit is scheduled to begin the week of June 22nd.

The park district inventory was completed by staff and Jim Randall noted that information was sent to Duane for completion.

Following the transfer of LaPorte Meadows property and the pending transfer of Lighthouse Pointe property, approximately 100 acres will be added to the park district. To date, 20% of homes sites are occupied in Lighthouse Pointe, and Mr. Randall noted that residents are supportive and appreciative of park district efforts within the subdivision.

Jim Randall presented the Doc-3 Resolution, authorizing the Lighthouse Pointe Park Development OSLAD Grant application.

Ken Blackburn made Motion 09-612 to adopt the Doc-3 Resolution, authorizing the Lighthouse Pointe Park Development OSLAD Grant application. Brian Mulheran seconded. Motion carried in a vote by voice.

The Island Prairie Park Nature Center grant project is proceeding well. Jim Randall reported that the bandshell is complete, the Nature Center building infrastructure is in, and the planting schedule has been established.

Maintenance is working to stay current with all projects, but weather is impacting their progress.

Julie Arvia, Superintendent of Beautification and Natural Areas has a very competent staff in place. All work independently and have great identification knowledge regarding plants and invasives. The beautification crews have been working on maintenance of park signs, the Lincoln-Way North and Brookside Glen basins, and have transplanted irises from vacant lots to Lincoln-Way North.

Julie Arvia has applied for a USDA permit, allowing her to complete biological control throughout the district.

To date, maintenance personnel have planted eighty 3.5" caliper Autumn Blaze Maple trees throughout park district properties.

Crews have sealcoated 5+ miles of park-owned asphalt paths, and will then sealcoat parking lots.

The Union Creek football field has been regraded and seeded in preparation for the upcoming season.

Jim Randall notified Board Members that homesites in LaPorte Meadows own conservation easements which extend 15' beyond normal property lines. This unusual arrangement will impede the park district's ability to properly maintain properties, and access is limited.

The Wildcats Football organization has made a request to install lighting at the Union Creek field. Mr. Randall will investigate the most cost-effective options available through a local contractor. Additional information will be shared with Board Members as it becomes available.

The park district took delivery of the Black Tie portable restroom on June 19, 2009. Electric service was reconfigured to accommodate the unit, and cameras with a digital recorder were installed, along with 24-hour surveillance signs.

The annual Budget and Appropriation Ordinance was posted thirty days prior to acceptance, as required, on June 23, 2009.

Jim Randall noted that the July Board Meeting was changed from July 16th to July 23rd.

IX. Committee Reports

A. Maintenance

Sufficient information regarding the maintenance department was included in Mr. Randall's July report for Board review.

B. Beautification/Natural Areas

Sufficient information regarding the beautification/natural areas department was included in Mr. Randall's July report for Board review.

C. Recreation

Enrollment in the Summer Day Camp program is down.

The girls softball program is proceeding well, with no issues to report.

D. Special Recreation

Executive Director, Janet Porter was in attendance to present the SSSRA annual report to the Park Board. Following are highlights of Ms. Porter's presentation:

- Service Update
- Recognition of the park district's 20-year involvement
- Instituted online registration
- Lan Oak Park District added, Crete Park District under consideration
- Participation reports and brochures distributed
- Invited Board Members to annual golf outing-September 11th
- Statewide softball event at Union Creek Park on July 12th

E. Finance and Planning

No report

F. Township Planning Commission

DeBo's Dogs is applying for a special use permit to install a drive-in window at their place of business. The Planning Commission approved the request, which will go to the county level for final approval.

G. F.A.N.

Jim Randall informed Board Members that participation in the summer season remains strong.

Jim Randall reported that the park district will install television sets with DirecTV connection will be installed in the fitness center in July.

H. Golf Course

Bob Guler and Kelly VanHyning have been busy soliciting donations for the 4th Annual College Scholarship Golf Tournament, scheduled for July 18, 2009.

X. Old Business

No old business was discussed.

XI. New Business

On behalf of the Wildcats Football Organization, Brian Mulheran thanked Jim Randall for the maintenance the park district continues to do at athletic fields used by the organization.

Mr. Mulheran reported that the Wildcats tower was broken into, and the organization plans to bolt the facility at the end of the season to deter future vandalism.

Commissioner Mulheran inquired as to who may be responsible for erecting a sign at the entrance of the Rainford Farms subdivision, located at the corner of St. Francis and 80th Avenue. Mr. Randall stated the homeowner adjacent to the site owns the property where the sign was slated to be constructed, and he directed Mr. Mulheran to contact the Frankfort Highway Commissioner for guidance.

XIV. Adjournment

Ken Blackburn made Motion 09-613 to adjourn the meeting at 7:40 p.m.
Brian Mulheran seconded. Motion carried.

Respectfully submitted,
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
July 23, 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 Commissioners: Ken Blackburn, Pam Kohlbacher, Barb Libowitz, Dave Macek, Brian Mulheran, Jeff Roach, and Jill Simmons.

Also present were:

Park Attorney, Richard L. Hutchison

Brian Mitchell, Deputy Village Administrator, Village of Matteson

Park District Staff:

Julie Arvia, Superintendent of Natural Areas and Beautification,

Audrey Marcquenski, Superintendent of Recreation,

Cheryl Martin, Superintendent of Early Childhood Programming,

Jeff Mecher, Superintendent of Parks, and

Bob Guler, Supervisor of Golf Operations.

Napoleon Haney, Village Administrator, Village of Matteson

Brian Mitchell, Deputy Village Administrator, Village of Matteson

Brookside Glen Residents

IV. Public Hearing

Ken Blackburn made Motion 09-614 to open the floor for the Public Hearing of the Budget and Appropriation, FY May 1, 2009 through April 30, 2010.

Jill Simmons seconded. Motion carried.

A copy of the Budget and Appropriations Ordinance No. 09-07-224 for fiscal year beginning May 1, 2009 and ending April 30, 2010, was on display at the park district office from June 23, 2009 through July 23, 2009, for public inspection.

A legal ad, noting the date, time, and place of the public hearing was published in the Thursday, July 15th edition of the *Lincoln-Way Sun*.

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

Members of the public who were present did not provide comment regarding the Budget and Appropriation as presented.

Jill Simmons made Motion 09-615 to close the floor for the Public Hearing. Barb Libowitz seconded. Motion carried.

V. Adjournment

Ken Blackburn made Motion 09-616 to adjourn the public hearing at 7:00 p.m. Dave Macek seconded. Motion carried.

VI. Public Input

Mr. Napoleon Haney and Mr. Brian Mitchell, Village of Matteson officials were present on behalf of homeowners of The Pointe at Gleneagles. Residents of this subdivision presented the park district with a Petition of Disconnection, and Mr. Haney noted that residents are anxious to finalize the process.

Jim Randall responded that although the park district was not interested in disconnecting the subdivision, it would be allowed if it is the intent of the majority of homeowners' to de-annex from the park district. Commissioners will review the information and petition as presented, and will prepare a statement regarding a final decision.

Individuals who own homes adjacent to basins in Brookside Glen addressed the Board, requesting the park district's long-term management goal for the shallow-bottom detention basins. Those present expressed their dissatisfaction with the Best Management Practices employed by the park district, in particular voicing concerns regarding the presence of lily pads within the basins.

Julie Arvia, Superintendent of Beautification and Natural Areas, commented on her efforts to address the lily pad issue, and the methods employed to date.

Following a lengthy discussion and exchange of information, it was decided that staff will assemble documentation, i.e. management plans, master plans, history of correspondence, and detailed reports from 3rd party experts in the field of natural area management practices.

In the past, residents requested original design plans for the basins, and park district directed them to either J.F. New, the firm who planted the basins, or the Village of Tinley Park who approved the project, as the park district did not have ownership at the time of development.

It was concluded that the Park Board will visit the Brookside Glen basins, along with similar areas in Tinley Park and Fairfield Glen in order to draw comparisons. They will then review park district maintenance and beautification practices for the basins, and will determine an action plan for continued care that will be presented to the concerned homeowners' at the August Board Meeting.

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
- Thank you to park staff for displaying a welcome home message for Army Specialist Matt Delegatto upon his return home from a tour of duty in Afghanistan

VIII. Presentation of the June 18, 2009 Board Meeting Minutes.

Ken Blackburn made Motion 09-617 to accept the June 18, 2009, Board Meeting Minutes as presented. Jill Simmons seconded. Barb Libowitz and Dave Macek abstained. Motion carried.

IV. Legal Report

Jim Randall presented Ordinance No. 09-07-223, Determination of Prevailing Wages for Board approval.

Ken Blackburn made Motion 09-618 to accept Ordinance No. 09-07-223 the Determination of Prevailing Wages as presented. Dave Macek seconded. Motion carried. Attorney Dick Hutchison will file said Ordinance with Will and Cook Counties as required.

Dick Hutchison reported that the principal legal issue he is working on is the disconnection of the Matteson subdivision.

Mr. Hutchison reported on the following property transfer issues:

- The Brookside Glen Outlot H was deeded to the park district.
- Transfer of Lighthouse Pointe properties and the Walnut Creek bike trail are pending, but proceeding well.

V. Treasurer's Report

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

Ken Blackburn made Motion 09-619 to accept the Accounts Payable Listing, pending audit. Brian Mulheran seconded. Barb Libowitz, Dave Macek, and Jeff Roach abstained. Motion carried.

President, Pam Kohlbacher read Ordinance No. 09-07-224, Budget and Appropriation into the record, and requested Board consideration for passage.

Ken Blackburn made Motion 09-620 to accept the Budget and Appropriation Ordinance No. 09-07-224 as presented. Dave Macek seconded. Park Attorney, Dick Hutchison will file the Ordinance and supporting documents with Will and Cook Counties as required.

VI. Committee Reports

A. Maintenance

Park Superintendent, Jeff Mecher thanked the Park Board for the opportunity to showcase what he and his staff do throughout the year, and detailed the following issues:

- Crews have sealcoated 7+ miles of park-owned bike paths and parking lots, saving the district over \$100,000 in outside contractor fees.
- The Union Creek football field has been under renovation, raising the center 2", seeding, daily mowing, etc. The field is in great condition, and will be ready for the upcoming season.
- Maintenance staff installed 125 posts for the 500' Island Prairie Park boardwalk, saving the district \$50,000+ in outside contractor fees.
- The park district began initial mowing the 90+ acres of the Lighthouse Pointe subdivision, which is nearing completion.
- The planting of over one hundred 3" caliper maple trees throughout the district is well underway.
- The newly purchased Black Tie portable restroom has been well received by the public, and has been used at various venues, i.e. athletic games at Lincoln-Way North, SSSRA event at Union Creek, and will be used at the inaugural Island Prairie band concert.
- Tom Chrusciel heads up the park detail crew; and thanks to his outstanding leadership and attention to detail, the parks are in great shape.
- Jeff concluded by thanking his hard-working, dedicated crew.

President, Pam Kohlbacher, expressed the Board's appreciation for the continuous efforts and dedication of the maintenance department.

Commissioner, Jeff Roach, commented on the professional appearance of the newly sealcoated trails.

B. Beautification and Natural Areas

Julie Arvia, Superintendent of Beautification and Natural Areas thanked the Park Board and park district staff for giving her the opportunity to do what she loves. Julie provided detail on the Beautification Department's responsibilities:

Community Events/Educational Sessions

- A Super-Scout Clean-up was held in March, 2009. Over 120 scouts participated, moving mulch and picking up trash throughout the district. Julie noted it was a phenomenal success, and hopes to make this an annual event.
- The 2nd Annual Earth Day went very well.
- The Lincoln-Way Hockey Club assisted in park clean-up on Sunday, April 26, 2009, following Earth Day.
- Julie Arvia led a Girl Scout tour of White Oak Park in May, 2009, identifying plants and wildlife throughout the facility.
- Julie Arvia educated the Sunshine Pals Play Camp on the Monarch butterfly.

Projects

- Ground cover was planted along the St. Francis retaining wall, and is growing in nicely.
- Annuals were planted at all park signs and major locations throughout the park district.
- Crews transplanted Yellow Flag Iris to various basins and sites.
- Native seeds and plugs were planted at Lincoln-Way North.
- Native seeds were planted at the Brookside Glen South basin.

Nature Center

- 24,000 plugs, shrubs, and trees are in the process of being planted throughout the Island Prairie Park Nature Center project site.

Signage

- Julie developed interpretive signage for islands throughout Lighthouse Pointe.

General Maintenance

- Staff members with herbicide applicator's licenses conduct invasive controls at park district basins.
- Crews weed all sites throughout their growing season, as needed.

President, Pam Kohlbacher noted the work done by Julie Arvia and her Beautification staff is much appreciated, and is evident throughout the community.

C. Recreation

Superintendent of Recreation, Audrey Marcquenski discussed the following program and facility highlights of the Recreation Department:

LWN H.S. & SHJH Facility Usage

- The F.A.N. program was instituted in September, 2008, and thanks to unprecedented access to Lincoln-Way North High School facilities, F.A.N. is the single largest program offered by the park district.
- 569 passes have been sold to date, generating \$56,855 in revenue, 56% over the \$30,000 goal.
- North allows more swimming pool access to the FSPD than is available to other groups at any other Lincoln-Way campus.
- Karate classes are held in the wrestling room.
- Over 1,000 guests attended the 2009 dance recital, held in the Performing Arts Center.
- The air conditioned dance studio and fitness center allow for year-round programming.
- The Guitar Camp program had access to the music department's guitars, enabling participation without purchasing the instrument.
- The tennis courts played host to a variety of tennis classes for students ages 5 and up.
- Two popular special holiday events, Lunch with Santa and Lunch with the Bunny, were held cooperatively with the Lincoln-Way Music Boosters in the LWN cafeteria, accommodating record numbers of guests.

- The park district has been able to accommodate 41 teams, scheduling 334 hours of practice/play time at Lincoln-Way North and Summit Hill Jr. High athletic fields.

General Programming

- According to the 2007 Community-Wide Study, adult fitness topped residents' wish list. Several new adult programs have been created to accommodate this interest.
- The fall brochure was delivered the week of July 20th.
- The recreation department offers over 800 programs annually.
- Audrey Marcquenski supervises 90+ staff members throughout the year.

D. Early Childhood

Superintendent of Early Childhood Programming, Cheryl Martin addressed the Board, thanking them for the opportunity to work with a wonderful and supportive staff, and detailed the following projects and programs she has developed and/or managed throughout the past year:

Early Learning Center

- Preschool teachers are instructed to take complete ownership of their classrooms.
- The following have been added to the existing program, enriching the experience of students and their parents:
 1. Alphabet Book
 2. Word Wall
 3. Pre-reading Centers
 4. Parent/Teacher Conferences
 5. End-of-Year Survey
- Specific 3-year old program goals for the 2009/10 school year include changing special events by adding a Father's Day Feast, enhancing 1-day lessons into longer units, and creation of an extensive nursery rhyme unit.

Recreation

- New programs, Music Together, Kaliedoscope (hands-on science concepts), and a library program for children ages 12-24 months have been successfully introduced.
- Ms. Martin participated in several special events throughout the year, working cooperatively with the recreation department.
- The new Sunshine Pals Play Camp summer program was very successful. Parents offered wonderful feedback regarding this 4 hour program. 294 children were registered throughout the summer months.

Before and After School Program

- Ms. Martin noted the BAS program has been her biggest challenge, and she completed writing the brochure, parent manual, working through logistics of registration, and hired a teaching staff.
- Audrey Marcquenski, Kelly VanHynning, and Cheryl Martin meet almost on a daily basis, planning all aspects of this exciting new offering.
- Parent orientation will take place on Thursday, August 13, 2009.

Future Planning

- The 4-year old ELC Christmas programs will be held at the Lincoln-Way North Performing Arts Center.
- The 4-year old ELC graduation will be held in the new Island Prairie Park bandshell.
- Cheryl will work with Julie Arvie to offer new program opportunities in the Island Prairie Nature Center.
- Cheryl will work on developing a Kinderbridge program, designed for 4-year old children who miss the cut-off for kindergarten. The program would run Monday-Friday during the school year.

President, Pam Kohlbacher stated that the Board is looking forward to the new Before and After School Program, and all the new academic opportunities now available to our youngest park district residents and their families.

E. Special Recreation

No report

F. Finance and Planning

No report

G. Township Planning Commission

No report

H. F.A.N.

Sufficient information was included in the Section VII, B-Recreation.

I. Golf Course

Bob Guler, Supervisor of Golf Operations at Square Links Golf Course thanked the Board for the opportunity to summarize the 2009 season to date:

Operations Revisions, Improving Efficiency

- Purchase of an automated range ball dispensing machine.
- Purchase of a P.O.S. register system, providing analysis with accounting and record keeping.
- Restructuring of staff, replacing high school students with adults.
- Employed starter ranger adults to monitor play, supervise high school rangers, and provide back-up assistance in the club house as needed.
- Extended evening hours until dark to bring in additional revenue.
- Purchased six used riding carts, bringing the fleet total to eighteen. The additional carts are utilized during tournament play and as supplemental units for daily use.

Community Group/School Usage

- Victor Andrew High School physical education classes use the course, with approximately 250 students in attendance during the spring and fall.
- Frankfort Square Cub Scout groups conduct camps in April.
- Lincoln-Way North boys' camps are taught at Square Links.
- The Lincoln-Way Central annual outing is held at the course.
- Various local church groups hold outings throughout the season.
- High school practice and play will begin in the fall.

Special Events

- Participants enjoyed the 3rd Annual College Scholarship Tournament in July, and a record-setting \$8,900 in sponsorships was received, with four \$1,000 Corporate Sponsors.
- All players received at least \$30 in prizes, with a few valued at over \$100.
- A putting contest is scheduled in August at the practice green.
- Although participation in the scholarship and parent/child tournaments were slightly lower, participation in the 2009 youth tournament increased.

Lessons & Leagues

- Group lessons were expanded this season.
- Three new leagues were introduced, with the Wednesday night ladies league being the most successful. Seventeen ladies registered and enjoyed this offering.

Maintenance

- A large number of trees were planted throughout the course
- Some trees were removed from the 3rd green and 4th tee as part of the Long-Range Master Plan.
- Bridges and fences were painted.

Miscellaneous

- Revenue is down 7% year-to-date.
- The new twilight golf hours have been well-received.
- Staff report that patrons offer compliments daily.

XII. Executive Director's Report

Jim Randall noted that the department heads in attendance all enjoy their jobs, have expanded their roles, and increased their knowledge base throughout employment.

Mr. Randall is very happy with his staff, and further noted that they all take ownership of their positions.

Jim Randall concluded by thanking the department heads for the jobs that they do and the high-level of commitment they have in their duties, noting that these individuals do not often get the recognition they deserve.

President, Pam Kohlbacher expressed her appreciation to the department heads for their presentations, and stated that Board Members are award of all they do, and that Commissioners enjoy the great reputation the park district has due to their efforts.

XIII. Old Business

No old business was discussed.

XIV. New Business

No new business was discussed.

XV. Executive Session

Ken Blackburn made Motion 09-621 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 issue.

Ken Blackburn made Motion 09-622 to go out of Executive Session. Dave Macek seconded. Motion carried in a vote by voice.

XVI. Adjournment

Ken Blackburn made Motion 09-623 to adjourn the meeting at 9:00 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted,
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
August 20, 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 Commissioners: Ken Blackburn, Pam Kohlbacher, Barb Libowitz, Dave Macek, Brian Mulheran, Jeff Roach, and Jill Simmons.

Also present were:

Park Attorney, Richard L. Hutchison

Napoleon Haney, Village Administrator, Village of Matteson

IV. Public Input

Mr. Brian Mitchell and Mr. Haney were present to follow-up on the disconnection of The Pointe at Gleneagles, in Matteson. Mr. Mitchell expressed appreciation to Jim Randall for continually maintaining an open line of communication throughout the process.

Mr. Randall noted that the Park Board intends to move forward with the request for disconnection from the Frankfort Square Park District, and the action should be completed at the September 17th meeting of the Board.

V. Legal Report

Attorney, Dick Hutchison presented a copy of the disconnection ordinance along with a Plat of Disconnection, prepared by the firm of Joseph A. Schudt. Mr. Hutchison is currently working with a representative of Joseph A. Schudt & Associates to determine all property identification numbers for properties located within The Pointe at Gleneagles subdivision.

Mr. Hutchison will present all necessary documents to the Cook County Mapping Department on Friday, August 28, 2009.

Mr. Randall stated the engineering documents required for legal filing will be in place, and the Board can then act upon the request for disconnection at the September Board Meeting.

Jim Randall requested Board approval to direct Mr. Hutchison and Executive Director, Jim Randall, to prepare documents as herein detailed for de-annexation of properties within the Village of Matteson.

Barb Libowitz made Motion 09-624 to direct Park Attorney, Dick Hutchison, and Executive Director, Jim Randall to proceed with document preparation, enabling the de-annexation of properties within the Village of Matteson as requested. Jill Simmons seconded. Motion carried.

Jim Randall requested that the Board authorize Executive Director, Jim Randall, and Park Attorney, Dick Hutchison, to accept properties within the Lighthouse Pointe subdivision, entering into a lease agreement for 6.6 acres of property at a cost not to exceed ten dollars, and accept compensation for native planting maintenance within the subdivision.

Ken Blackburn made Motion 09-625, authorizing the Executive Director and Park Attorney to accept properties within the Lighthouse Pointe subdivision, entering into a lease agreement for 6.6 acres of property at a cost not to exceed ten dollars; and to accept compensation for native planting maintenance within the subdivision as requested. Dave Macek seconded. Motion carried.

VII. Correspondence

A. Thank you

1. Thank you to Commissioners for displaying a memorial message in remembrance of Robert Kall, Cub Scout Pack 101 Cubmaster.
2. Verbal appreciation expressed to a maintenance worker from a Lake in the Glens resident. The homeowner thanked him for the work done throughout the season, and asked that Jim Randall be thanked for the newly planted trees in the Brookside Glen area.
3. A maintenance worker was approached by a mother and her child, thanking him for the work the FSPD does in all the parks.

B. Complimentary

1. Verbal comments expressed to office staff by park district resident Tina Jackovich, stating that the park district does a wonderful job and the work is evident throughout the community.

C. Informative

1. Letter received from State Representative Renée Kosel regarding the passage of a new infrastructure program, "Illinois Jobs Now", which will create grant programs for the provision of capital improvements at parks and recreation districts.

VIII. Presentation of the July 23, 2009 Board Meeting Minutes.

Ken Blackburn made Motion 09-626 to accept the July 23, 2009, Board Meeting Minutes as presented. Dave Macek seconded. Motion carried.

VI. Treasurer's Report

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

Ken Blackburn made Motion 09-627 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

VII. Executive Director's Report

Jim Randall discussed a productive meeting he had with Jan Nation, IDNR Grant Administrator, for the Lighthouse Pointe OSLAD Grant. Ms. Nation was impressed by the overall site and planned park amenities.

Ms. Nation also commented positively on the forward-thinking native basins in Lighthouse Pointe and referred Mr. Randall to an individual C-2000 funding program that would be an excellent resource for native opportunities, grants and programs that could be available to the park district.

Jim Randall and Julie Arvia met with Tony St. Aubin, Unit Manager from J.F. New, to discuss the 191st Street grant project. Mr. St. Aubin will apply for a restoration permit for this project. Mr. Randall anticipates scheduling a meeting with homeowners residing in close proximity to the site, in November or December.

The park district's annual fireworks display, set to patriotic music, will be held in conjunction with Lincoln-Way North Homecoming activities, on September 27th.

Jim Randall informed Board Members that Lincoln-Way North staff and administration will plan and execute the Homecoming parade, but the park district maintenance department will offer traffic control and logistical assistance, as needed.

The new Before and After School Program required intricate planning, ensuring safe transportation of the students. The program began on Wednesday, August 19th, and has been a great experience. Parents who attended the August 13th orientation night were very positive and excited about this new offering.

BAS students are in age-appropriate groups and certified teachers offer homework help in the computer lab, set up in Board Room 1.

Cheryl Martin, Audrey Marcquenski, and Kelly VanHynning spent seven months of planning for the BAS program, and park district staff members have been on hand, assisting as needed.

Registration for this program is currently on hold, as the program now services 54 students. Staff will evaluate the program in the next week or two, to determine future participant numbers.

Vice President, Ken Blackburn asked if staff need chauffer's licenses to transport students from Arbury Hills Elementary School. Mr. Randall noted that the park-owned 17-passenger vans do not require special licensing or insurance regulations. Staff members are trained and must complete 50 hours behind the wheel in the van prior to transporting park patrons.

Jim Randall informed Board Members that the playground equipment at Frankfort Square School was renovated with an epoxy paint finish, and looks like new. Hoffman Park equipment is slated to be the next playground to be renovated.

New park signs and park sign landscaping are scheduled to be completed this year at various park locations.

Julie Arvia, Superintendent of Beatification and Natural Areas applied herbicides to water lilies in the Brookside Glen basin, as scheduled.

Beautification crews are in the process of planting plugs and shrubs in the Nature Center interpretive gardens.

Four staff members will attend prescribed burn training in November.

Construction of the Island Prairie Park Nature Center building is going well, and Jim Randall anticipates completion by the end of September.

The Island Prairie boardwalk is currently under construction.

Jim Randall attended a Wildcat's Football meeting on Wednesday, August 19th, wherein several concerns were discussed and resolved.

VIII. Committee Reports

A. Maintenance

Jim Randall noted the maintenance crew is downsized, due to the start of the school year, but the remaining staff is strong.

B. Beautification and Natural Areas

The main focus of the Beautification crew has been the Island Prairie interpretive gardens, but crews continue to maintain the district's native areas.

C. Recreation

Jim Randall noted that the main focus of the recreation staff has been on the new Before and After School Program, but all programs have been running well, giving testament to the great overall management practices of the department.

D. Early Childhood

The 2009-10 preschool year will begin after Labor Day.

Jim Randall informed the Board that the 3-year old program will operate with one less class this year, but noted that enrollment in this program tends to be cyclical.

Jim Randall noted the BAS program will provide 12 hours of care during day's off of school and snow days, at no additional charge to registrants.

Commissioner, Brian Mulheran asked if the BAS program will expand in the near future, as the program filled quickly and there is a great demand for this service. Mr. Randall stated that expansion of the program depends chiefly upon availability of transportation provided by the school district.

E. Special Recreation

No report

F. Finance and Planning

Jim Randall anticipates that Greg Miller, CPA, Wermer, Rogers, Doran and Ruzon, will complete the annual audit shortly.

G. Township Planning Commission

Commissioner, Jill Simmons reported that no meetings were conducted over the past month.

H. F.A.N.

The second season of F.A.N. will begin on September 1st, reverting back to the seven days per week schedule. Mr. Randall noted that the abbreviated summer schedule still garnered strong numbers of participants.

The television sets are in place in the fitness center, and will be activated on September 1st. Jim Randall stated that the Lincoln-Way administration will not allow usage of this amenity by the faculty, staff, and students, and will be used exclusively by the F.A.N. program.

I. Golf Course

There was limb damage to a tree on the 2nd hole following a recent storm.

Excess fill from the Island Prairie Park Nature Center project will be transported to the golf course and will fill the 4th tee, increasing yardage to 165 yards over water.

Jim Randall reported that golf course revenue is down 6% for the season.

The high school season began. Commissioner, Ken Blackburn asked if the schools pay to use the course. Mr. Randall replied that all high schools pay for course usage, but Lincoln-Way North is not charged, in keeping with our green area maintenance agreement.

Jim Randall noted that the changes instituted this season have been well-received.

XII. Old Business

No old business was discussed.

XIII. New Business

Commissioner, Brian Mulheran thanked Jim for attending the Wildcat's Football meeting on Wednesday evening. Mr. Mulheran also serves as president of this organization, and he noted that Wildcats members must not rely solely upon the park district to clean and maintain the Union Creek field and the concession stand utilized by the football organization, noting that members must take responsibility for their usage.

Mr. Randall commented that the park district is interested in maintaining the good long-standing relationship with the Wildcats, enjoyed through the years, and the park district will continue to work with the organization.

Jim Randall reported that upon investigation of the Brookside Glen basin drain pipe, a grate was initially installed, and appears to have been removed. The Village of Tinley Park has been contacted and should reinstall this component.

Commissioner, Barb Libowitz inquired about the recent break-in at the Champions Park concession stand. Mr. Randall reported that individuals gained access to the building through the skylight and stole \$700 worth of concession items. As a result of the break-in, there was approximately \$2,000 in damage to the skylight and rolling shutter. The Will County Sheriff has no leads on the perpetrators at this time.

Park Commissioners will tour park properties at 5:00 p.m. in advance of the September 17th Board Meeting.

XIV. Adjournment

Jill Simmons made Motion 09-628 to adjourn the meeting at 7:39 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted,
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
September 17, 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 Commissioners: Ken Blackburn, Pam Kohlbacher, Barb Libowitz, Dave Macek, Brian Mulheran, Jeff Roach, and Jill Simmons.

Also present were:
Park Attorney, Richard L. Hutchison
Village of Matteson officials and attorney

IV. Public Input

Attorney Joseph Perozzi and officials from the Village of Matteson were in attendance to represent the interests of the Pointe at Gleneagles residents in relation to the disconnection of the subdivision.

V. Legal Report

President, Pam Kohlbacher, presented Ordinance No. 09-09-225, Disconnection of Land in the Village of Matteson, requesting passage of same.

Ken Blackburn made Motion 09-599, approving passage of Ordinance No. 09-09-225, Disconnection of Land, as presented. Jill Simmons seconded. Motion carried.

Attorney Hutchison will file disconnection documentation with Will and Cook Counties.

Mr. Randall noted that the ordinance will be executed at the conclusion of the meeting, and a certified copy will be forwarded to the Village of Matteson.

Park Attorney Richard L. Hutchison and Executive Jim Randall presented documentation for property transfer within the Lighthouse Pointe subdivision, *ref. Motion 09-625, August 20, 2009*. Mr. Randall noted that the majority of property scheduled for transfer came through, and the remainder will be transferred upon receipt of title insurance. Said documents will be executed at the conclusion of the meeting, and certified copies will be delivered to Attorney Hutchison's office for necessary Will and Cook County filings and along with affidavits for tax exempt status.

VI. Correspondence

A. Thank You

1. Note received from the Bertucci family, expressing gratitude to the park district for supporting their sons, two local artists, by placing their art reception information on a park marquee.
2. E-mail received from Jack Kotas, Rockers Fast Pitch Softball Organization, for field usage, enabling the organization to sponsor free camps for girls, ages 7-9.

VII. Presentation of the August 20, 2009 Board Meeting Minutes.

Ken Blackburn made Motion 09-600 to accept the August 20, 2009, Board Meeting Minutes as presented. Brian Mulheran seconded. Motion carried.

VIII. Treasurer's Report

Due to delayed receipt of the August Treasurer's Report, the Board elected to postpone action, tabling consideration until the October meeting, allowing for full review of said financial documents.

IX. Executive Director's Report

Sufficient information was included in Mr. Randall's monthly report to the Board.

X. Committee Reports

A. Maintenance

Sufficient maintenance information was included in Mr. Randall's monthly report to the Board.

B. Beautification and Natural Areas

Sufficient Beautification and Natural Areas information was included in Mr. Randall's monthly report to the Board.

C. Recreation

Sufficient recreation programming information was included in Mr. Randall's monthly report to the Board.

D. Early Childhood

Sufficient early childhood programming information was included in Mr. Randall's monthly report to the Board.

E. Special Recreation

No report.

F. Finance and Planning

No report.

G. Township Planning Commission

Jill Simmons reported that a rezoning issue came before the Commission during the past month. Members of the Township Planning Commission Board approved the request to rezone property located at the southwest corner of Route 30& 80th Avenue from residential to commercial.

H. F.A.N.

No report.

I. Golf Course

No report.

XII. Old Business

No old business was discussed.

XIII. New Business

No new business was discussed.

XIV. Adjournment

Ken Blackburn made Motion 09-601 to adjourn the meeting at 7:14 p.m.
Dave Macek seconded. Motion carried.

Respectfully submitted,
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
October 22, 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 Commissioners: Ken Blackburn, Pam Kohlbacher, Dave Macek, Brian Mulheran, Jeff Roach, and Jill Simmons.

Absent was: Barb Libowitz

Also present were:

Park Attorney, Richard L. Hutchison

Oak Forest High School AP Biology Class

Julie Arvia, Superintendent of Beautification and Natural Areas

Craig Maksymiak, President, Frankfort Square Baseball League

IV. Public Input

Dawn Sasek, AP Biology teacher at Oak Forest High School, accompanied by three of her AP students, presented biotic and abiotic test findings to the Board, following their visit to Island Prairie Park Pond on September 11, 2009. The students also tested Bartel Pond, located at Ridgeland and Vollmer Road in Matteson, in order to draw comparisons between bodies of water located near developments, and those in more remote locations, less likely to be affected by residential run-off.

The findings proved Frankfort Square's Island Prairie pond quality to be good, with a balanced ecosystem and minimal chemicals that affect water quality and wildlife. Bartel tested poor, and the conjecture was that Island Prairie native plantings at water's edge result in natural filtration, while the rip-rap banks at Bartel may contribute to the opposite affect.

Craig Maksymiak, FSBL president, was present to voice his support of the park district's proposed acquisition of property on 84th Avenue & St. Francis Road.

VII. Correspondence

A. Appreciation

1. Jeff Mecher, Park Superintendent received a thank you card from Linda Reichert, for the caring manner in which he worked with her to construct a memorial bench at Crystal Lake Park in honor of her mother.

2. Jim Randall, Executive Director received a thank you card from Sharon Biegel, expressing her appreciation for his compassion and support during her mother's recent illness and passing.
3. Jim Randall, Executive Director received a letter from John Riffice, Post Finance Officer of the American Legion Gold Star Post 1102, expressing gratitude for waiving fees for use of Union Creek Park pavilion for their annual picnic.
4. Letter from Jim Martinek, Manager of the Jr. Griffins, expressing appreciation for field usage.

B. Complimentary

1. Audrey Marcquenski, Superintendent of Recreation received an e-mail from a parent of the BAS program, complimenting Cheryl Martin and the BAS staff for the quality of the new offering.

C. Informative

1. Copy of the October, 2009 Simba & Nala's Dog Park newsletter, created by Kelly VanHyning, Recreation Supervisor.

VIII. Presentation of the September 17, 2009 Board Meeting Minutes.

Ken Blackburn made Motion 09-602 to accept the October 22, 2009, Board Meeting Minutes as presented. Jill Simmons seconded. Motion carried.

V. Legal Report

Secretary, Jim Randall read Ordinance No. 09-10-226, an ordinance amending Ordinance No. 09-09-225, Providing for the Disconnection of Certain Properties in Cook County, into the record, requesting passage of same. Said ordinance will ensure that the disconnection shall apply to the 2009 tax bills.

Ken Blackburn made Motion 09-603 to authorizing the acceptance of Ordinance No. 09-10-226 as presented. Jill Simmons seconded. Motion carried in a vote by voice.

Mr. Hutchison submitted the final plat of disconnection for park files, and will file certified copies of Ordinance No. 09-10-226 with Cook and Will Counties.

Secretary, Jim Randall read Ordinance No. 09-10-227, an ordinance authorizing the execution of purchase of 6+ acres of real estate located on St. Francis Road, Frankfort, Illinois, and the installment contract necessary for financing into the record, requesting passage of same.

Jill Simmons made Motion 09-604, authorizing the passage of Ordinance No. 09-10-227, Providing for the Purchase of Real Estate, as presented. Dave Macek seconded. Motion passed.

VI. Treasurer's Report

On behalf of the Board of Commissioners, President, Pam Kohlbacher accepted the August Treasurer's Report, pending audit, tabled to allow full review due to delayed receipt (*ref. Sect. VIII. Treasurer's Report, September 17, 2009 Minutes*).

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

Ken Blackburn made Motion 09-605 to accept the September Accounts Payable Listing, pending audit. Jill Simmons seconded. Motion carried.

Ken Blackburn made Motion 09-606 to accept the October Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

VII. Executive Director's Report

Jim Randall distributed copies of the Financial Statements, FYE 4/30/09, to Board Members, noting that Greg Miller, CPA from the firm of Wermer, Rogers, Doran and Ruzon LLP would attend a future Board Meeting at the behest of Board Members to answer any questions related to the audit.

Jim Randall discussed the permitting process for the 191st Street Park OSLAD grant project, currently underway through the Army Corp of Engineers. Said permit process was necessary due to the site's wetland status, and which may take ninety days to six months to issuance.

The engineering firm of Brusseau Design Group will revise the current plan in order to satisfy resident concerns. Homeowners living adjacent to the park site requested a buffer area and voiced concerns about tree removal. Mr. Randall further noted that a tree survey was completed for this park site.

The potential Lighthouse Pointe Park project has been well-received by residents in the Lighthouse Pointe and Abbey Woods subdivisions. Mr. Randall detailed the components of the site, along with the long-range path connection plans.

Both park projects herein detailed utilize land matches, eliminating the need for cash outlay by the park district.

Will County issued an occupancy permit for the Nature Center facility, and staff will begin moving equipment and supplies into the building. Upon final payment to the construction firm of Graefen Development, the park district will submit for grant reimbursement through the IDNR.

To date, fifty participants are enrolled in the Before and After School Program, has been very successful. Students are accommodated from 6:30-8:30 a.m. in the Before program, and the After program runs from 2:30-6:00 p.m., Monday through Friday.

The fitness center TV's have been a great addition to the F.A.N. program, and Joe Smulevitz, IT specialist is working to rectify an audio problem in the center.

Jeff Mecher, Superintendent of Park, represented the park district, facilitating road closures and logistical assistance for the Lincoln-Way North Homecoming parade.

VIII. Committee Reports

A. Maintenance

Crews completed the installation of 250+ trees this past season. Mr. Randall reported that a change in ComEd policy states that no planting can be done on property along high tension lines. Therefore, the park district relocated trees planted in these areas to the Lake of the Glens site.

All park signs ordered and received this summer have been placed, and staff will complete the installation of cottage stone walls at the base of the signs.

B. Beautification and Natural Areas

Jim Randall reported that beautification crews completed planting in the interpretive garden, but an additional 6,000 plugs will be planted in the spring of 2010.

Crews continue to clean beds, removing annual and planting 3,000 spring bulbs throughout the district.

The granite path throughout the interpretive gardens is complete, and asphalt paths leading to the band shell and the entrance way to the board walk will be installed the week of October 26th.

Julie Arvia reported that she recently visited Glenview nature center sites, The Grove and the Tyner Center. The Grove has been in existence for 30 years, and the Tyner Center was opened two years ago. Julie found the tours to be insightful and she came away with great ideas for our new facility.

Julie is attending Chicago Wilderness meetings at Lincoln-Way East High School, planning the No Child Left Inside Program.

A membership representative from the organization will visit the park district to discuss membership in Chicago Wilderness.

Julie and two maintenance staff members, Chris Biegel and Neil Kobylarczyk, will attend prescribed burn training sessions in Rock Island, Illinois. Ms. Arvia noted that training will enable the park district to conduct prescribed burns in-house in the future.

Students attending Hopewell Career Academy, an alternative high school in Joliet, Illinois, worked with the beautification crew to learn about landscaping careers.

C. Recreation

Recreation staff are finalizing preparations for the annual Halloween Party, scheduled for Saturday, October 24th.

The second 5th & 6th grade dance/gym activity night will be held in the Lincoln-Way North field house on Friday, November 13th.

Judging for the second annual Halloween House decorating contest was held on Wednesday, October 21st.

D. Early Childhood

The 3-year and 4-year old classes enjoyed annual hayrides as part of their fall unit, during the week of October 19th.

E. Special Recreation

Jim Randall reported that SSSRA staff are working with the Village of Tinley Park in the permitting process for the proposed SSSRA garage facility.

Bid specifications for construction have been developed, and the project would be financed out of the SSSRA budget, with no financial impact imposed upon member agencies.

F. Finance and Planning

As noted in the Sect. VII of this report, Commissioners received copies of the annual audit, Financial Statements FYE 4/30/09.

G. Township Planning Commission

Jill Simmons reported that the Commission did not meet this past month.

H. F.A.N.

Jim Randall noted that participation in F.A.N. membership and daily usage has increased from the previous year.

The Lincoln-Way West campus offers basketball programming for adults, therefore, North field house usage for adult basketball is down slightly.

I. Golf Course

Jim Randall reported that the golf course is scheduled to close for the season on November 1st.

Current numbers project approximately a 5% decrease from the previous year, and Mr. Randall noted that the course experienced a month of non-playable days early in the season and in October, due to inclement weather.

XII. Old Business

No old business was discussed.

XIII. New Business

No new business was discussed.

XIV. Executive Session

Ken Blackburn made Motion 09-607 to go into Executive Session. Dave Macek seconded. Motion carried.

A legal matter and personnel issue were discussed in Executive Session.

Ken Blackburn made Motion 09-608 to go out of Executive Session. Dave Macek seconded. Motion carried.

XV. Adjournment

Ken Blackburn made Motion 09-609 to adjourn the meeting at 8:05 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted,
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
November 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 Commissioners: Ken Blackburn, Pam Kohlbacher, Dave Macek, Jeff Roach, and Jill Simmons.

Absent was: Barb Libowitz and Brian Mulheran

Also present were:

Park Attorney, Richard L. Hutchison
Brookside Glen residents

IV. Public Input

Residents from the Brookside Glen subdivision were in attendance to discuss the issue of lily pads in the shallow bottom detention basins. Questions regarding eradication were posed, and the Board will discuss the matter and respond via correspondence to Mr. Troy Arnold, the spokesperson for the residents.

President, Pam Kohlbacher, also informed all present that the park district will formulate a policy on treatment of all park-owned basins/ponds over the winter months. Residents will be informed as to when the matter will be placed on a future agenda.

VII. Correspondence

A. Appreciation

1. Email received from Dan Burke, thanking Jim Randall for arranging golf cart transportation to the LWN baseball field for a special needs individual coaching a SWILA 2009 Fall Ball game.
2. Thank you from the Lincoln-Way High School 210 Foundation for Education Excellence for the basket assembled and donated by the park district for their upcoming dinner gala.
3. The Park Board received a letter of appreciation from Cheryl Martin, Superintendent of Early Childhood Programming, for recognition she received from the Board in acknowledgment of her increased responsibilities assumed through the development and operation of the BAS program.

B. Complimentary

1. Email received from a Before and After School Program parent, detailing how pleased she is with the quality of the program and the BAS staff.

C. Informative

1. Mr. Randall presented a letter of response he received from the Department of Energy regarding grants and incentives that are available for renewable energy, possibly enabling the purchase of a wind turbine.

VIII. Presentation of the October 22, 2009 Board Meeting Minutes.

Ken Blackburn made Motion 09-610 to accept the October 22, 2009, Board Meeting Minutes as presented. Dave Macek seconded. Motion carried.

V. Legal Report

President, Pam Kohlbacher read Ordinance No. 09-11-228, authorizing the issue of a bond to pay principal and interest of the General Obligation Park Bonds, Series 2009.

Jill Simmons made Motion 09-612 to authorizing the acceptance of Ordinance No. 09-11-228 as presented. Dave Macek seconded. Motion carried.

Mr. Hutchison will file certified copies of Ordinance No. 09-11-228 with Cook and Will Counties.

President Pam Kohlbacher read Ordinance No. 09-11-229, an ordinance abating taxes heretofore levied for the year 2009 to pay debt service on General Obligation Bonds, Series 2009, 2003, and 2002, requesting passage of same.

Ken Blackburn made Motion 09-613, authorizing the passage of Ordinance No. 09-11-229, as presented. Dave Macek seconded. Motion passed.

President, Pam Kohlbacher read Ordinance No 09-11-230, an ordinance authorizing and installment contract with Old Plank Trail Community Bank to fund the 191st Street Park Improvements OSLAD grant project.

Ken Blackburn made Motion 09-614 authorizing the acceptance of Ordinance No. 09-11-230 as presented. Dave Macek seconded. Motion carried.

VI. Treasurer's Report

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

Dave Macek made Motion 09-615 to accept the Accounts Payable Listing, pending audit. Jill Simmons seconded. Motion carried.

VII. Executive Director's Report

Jim Randall proposed that the December Board Meeting should be held on December 7, 2009, to coincide with the Tax Levy Hearing scheduled on that date, and Park Board members concurred.

The Army Corp of Engineers will need to issue a mitigation permit for the 191st Street Park site, due to the wetland classification of the site.

Jim Randall sought Board approval to lease a 2010 Ford Taurus from Currie Motors, extending payments over a four year term. It was further noted that financing on an existing park district vehicle will be retired this month.

Ken Blackburn made Motion 09-616, approving the lease of a 2010 Ford Taurus with a four year term. Dave Macek seconded. Motion carried.

Jim Randall is working with the Summit Hill School District and the Joliet Archdiocese regarding a potential land lease for property adjacent to Dr. Julian Rogus School. No permanent structures or improvements, outside of grading and seeding would be necessary. Mr. Randall noted the site would house the park district's soccer program in one location, and could potentially be utilized as a football practice field.

Jim Randall was contacted by a Lighthouse Pointe homeowner's association, requesting permission to erect a sign on Outlot F, property owned by the park district located adjacent to St. Francis Road. Said sign would advertise available lots within the subdivision. Board Members will review a rendering of the sign prior to granting approval, and if approved, a two year limit would be imposed, with no renewal.

The Frankfort Square Baseball League contracted the firm of Sportsfield to complete infield renovations to the ball field at Hunter Prairie Park, at no cost to the park district.

VIII. Committee Reports

A. Maintenance

Jim Randall reported that the maintenance department recently completed improvements to the softball field at Champions Park. The infield was dug out and resodded, resulting in a standard softball configuration.

B. Beautification and Natural Areas

Following burn training in Rock Island, Illinois, park district staff, led by Park Foreman, Chris Biegel, conducted successful prescribed burns at the Brookside Glen basins and Island Prairie Park.

Jim Randall discussed the high level of training staff members receive, ensuring the 250+ acres of natural areas owned by the park district are properly maintained. Mr. Randall also reported that staff will develop and implement reasonable district-wide policies regarding maintenance for all natural areas throughout the district.

C. Recreation

Jim Randall reported that the new Before and After School Program continues to enjoy a successful inaugural year.

The new format for the 5th & 6th grade Friday night dances, held at the Lincoln-Way North field house, which incorporates basketball with dancing, has been well-received. Participation was lower for the second offering of the November open gym/dance event, possible due to a conflict with the Hilda Walker Family Night being held on the same evening.

D. Early Childhood

The annual 4-year old Christmas shows will be held in the Lincoln-Way North Performing Arts Center on December 15th.

E. Special Recreation

Jim Randall reported that work continues on the garage site plan, and the permit application was approved by the Village of Tinley Park. The project should go to bid within the next two weeks, and construction could begin shortly thereafter, with concrete finishes delayed until the spring of 2010.

F. Finance and Planning

Jim Randall led a discussion regarding the challenges the park district is facing during this difficult economic climate. Mr. Randall noted that revenues normally utilized to fund capital improvement, such as impact fees, are non-existent, due to no growth within the district. Measures have been put in place in anticipation of the economic downturn, such as alternate bond issues and grant funding, but the Board and staff will be hard-pressed as to how tax dollars should be allocated, to ensure residents enjoy the same level of services they have come to expect from the park district. The focus will be to maintain existing parks/facilities/programming, and be more conservative in the approach to capital improvements.

G. Township Planning Commission

No report.

H. F.A.N.

Participation in the F.A.N. program, through membership and daily usage, remains strong, with numbers equal to or surpassing the previous year.

I. Golf Course

Jim Randall will evaluate expanding the closing date of Square Links, from the current date of November 1st, to later in the month, weather permitting.

Supervisor of Golf Operations, Bob Guler, will attend a meeting of area municipal golf courses on December 2nd, wherein operations and revenues are discussed and compared. Mr. Guler will prepare an end-of-year report, based on findings at the meeting, which will be presented to the Board in January.

XII. Old Business

No old business was discussed.

XIII. New Business

No new business was discussed

XIV. Adjournment

Jill Simmons made Motion 09-617 to adjourn the meeting at 8:20 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted,
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
TRUTH IN TAXATION HEARING MINUTES

December 7, 2009

The following are Minutes of a Truth in Taxation Hearing of the Frankfort Square Park District Board of Commissioners held at the Park District Administration Building.

I. Call to Order

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

II. Roll Call

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

Absent was: Barb Libowitz.

III. Public Hearing

Ken Blackburn made Motion 09-618 to open the Truth and Taxation Hearing for Tax Levy Ordinance #09-12-231. Jill Simmons seconded. Motion carried.

A park district resident was in attendance to express his concerns regarding a perceived tax increase imposed by the park district.

Jim Randall replied that the park district cannot increase taxes arbitrarily, without going to referendum. Mr. Randall further noted that per the property tax cap legislation passed several years ago, individual taxes on a home cannot be increased by more than the Consumer Price Index, or 2%, whichever is lower. The park district, as is the case with all public entities, is required to publish a legal ad, hold a Truth in Taxation hearing, and pass a tax levy ordinance on an annual basis. Passage of the tax levy ordinance allows the park district to take in as much new growth as is available, thereby decreasing the tax rate to homeowners.

Mr. Randall satisfactorily responded to the resident's inquiry; and no further concerns were raised.

IV. Adjournment

Ken Blackburn made motion 09-619 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 7, 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, Dave Macek, Brian Mulheran, Jeff Roach, and Jill Simmons.

Absent was: Barb Libowitz.

Also present: Park Attorney, Richard L. Hutchison

IV. Public Input

No issues were presented for input.

V. Correspondence

A. Complimentary

1. E-mail received by Office Manager, JoAnn Kraft, from resident commenting on excellent quality of the annual Lunch with Santa event.

B. Informative

1. Letter received by Jim Randall, Executive Director, from Nicor Gas stating the charges incurred by damages to gas line during nature center construction would be waived in their entirety.

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

Ken Blackburn made Motion 09-620 to accept the November 19, 2009 Board Meeting Minutes as presented. Jill Simmons seconded. Motion carried.

VII. Legal Report

President, Pam Kohlbacher read Tax Levy Ordinance No. 09-12-231 for fiscal year 5/1/09-4/30/10 into the record, requesting passage of same.

Jill Simmons made Motion 09-621 to adopt Tax Levy Ordinance No. 09-12-231 for fiscal year 5/1/09-4/30/10, as presented. Brian Mulheran seconded. Motion carried; no discussion.

President, Pam Kohlbacher, read Ordinance No. 09-12-232, an ordinance authorizing the Frankfort Square Park District to enter into a land lease agreement with Summit School District 161 and the Joliet Catholic Archdiocese into the record, requesting passage of same.

Ken Blackburn made Motion 09-622 to enter into a land lease agreement per Ordinance No. 09-12-232 as presented. Jill Simmons seconded. Motion carried.

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.

IX. Executive Director's Report

Jim Randall reported that funds from the bond sale and abatement ordinance passed at the November Board Meeting are being held at Old Plank Trail Community Bank in an interest bearing account. The funds are fully collateralized, ensuring against risk.

Jim Randall led a discussion regarding the 191st Street Park Improvement OSLAD grant project, scheduled to begin in the spring of 2010. Initial plans were revised, based upon resident input offered at the May, 15, 2008 public hearing. Specifically, a berm was added, creating a year-round landscaped buffer between the residences and the park site.

Due to the wetland designation of the site, permitting must be granted through the Army Corp of Engineers. Mr. Randall anticipates the process will take between 1-5 months.

The park is passive in nature, geared towards mature adults living in close proximity to the 191st Street site. Amenities will include a community garden with raised planters, a nature walk path, a horseshoe pit, game tables, and benches.

A second public hearing for the 191st Street Park is scheduled for January 21, 2010, at 6:00 p.m., in advance of the January Board Meeting, and notification with renderings will be hand-delivered to residents living near the park site.

Mr. Randall noted that the project will be completed within the framework of the \$400,000 grant proceeds.

Jim Randall reported that final documentation for reimbursement of the Island Prairie Park Nature Center OSLAD grant project was forwarded to the IDNR, and fund distribution can be rendered within 30 days.

Lori Greene, owner of TSS Photography was contracted to photograph the Nature Center. Photos were then forwarded to RCP Shelters, the provider of the nature center building, bandshell, and several picnic shelters throughout the district, for possible inclusion in their future marketing materials.

Jim Randall received initial topography, provided by the Will County, of the St. Francis ballfield site. Mr. Randall contacted Craig Maksymiak, president of the Frankfort Square Baseball League, to begin discussing long-range planning and potential options for site improvements.

No parking signs were posted at the St. Francis ballfield property, and any "for sale" non-patron vehicles parked at the site may be towed at the owners' expense.

A lease agreement for the property adjacent to Julian Rogus Elementary School was forwarded to Summit Hill School District 161 and the Joliet Catholic Archdiocese. Brookside Glen developer, Eamon Malone, tentatively agreed to do the earthwork at this site. A screening and aggregate road would be installed, allowing cement trucks to access the site, which could then be adapted to a parking area. The only cost incurred by the park district for this 35-acre green space would be for seed, and the park district could utilize the site as a permanent home for its soccer programs, if approved by the school district and archdiocese.

Audrey Marcquenski and Linda Mitchell attended a fraud seminar sponsored by Old Plank Trail Community Bank, and Mr. Randall will review the information received to determine if any changes that would further safeguard information will need to be implemented.

The annual Lunch with Santa, a cooperative program sponsored by the park district and the LWN Music Boosters, was held on December 4th at the Lincoln-Way North cafeteria. Mr. Randall reported that 125 attended the 10:30 a.m. seating, and the Music Boosters sold 700+ tickets for the second seating.

Julie Arvia consolidated Brookside Glen basin information that was provided to residents this past summer, and prepared an abbreviated fact sheet, summarizing maintenance procedures for these areas. The Board will reach a decision on how best to maintain basins throughout the community, and will present the policy at the February Board Meeting.

Jim Randall received an e-mail from a Brookside Glen resident, with concerns regarding the level of water in the detention basin adjacent to his home. Mr. Randall forwarded the concern to the Village of Tinley Park, as the issues would be under the Tinley Park Public Works jurisdiction.

X. Committee Reports

A. Maintenance

Snow removal equipment is ready for operation, and crews completed the first removal of the season.

B. Beautification and Natural Areas

Julie Arvia traveled to Leland, Illinois to pick up 23 flats of free wetland plants donated by Pizzo and Associates, a contractor for the Village of Frankfort.

C. Recreation

The winter/spring brochure is at the printer, and is scheduled for a mid-December mailing. Resident online registration will begin on January 2, 2010.

D. Early Childhood

The annual ELC Christmas shows will be held for the first time at the Lincoln-Way North Performing Arts Center, on December 15th.

E. Special Recreation

Bid results for construction of the SSSRA garage will be announced at a special meeting on December 21, 2009.

F. Finance and Planning

Various funding vehicles were completed at the last meeting of the Park Board.

A wire transfer, based on the \$5,000,000 2002 referendum, will be completed in advance of the January 1st due date.

Mini-bond funds will be distributed on December 15, 2009, and payment will be rendered by December 30, 2009.

Jim Randall has been working with all park district departments to formulate the next fiscal year budget.

The annual insurance application, summarizing all equipment and facilities was forwarded to the park district's insurance agent.

G. Township Planning Commission

Commissioner, Jill Simmons, reported that no meeting of the Commission was held during the past month.

H. F.A.N.

Participation in the F.A.N. program remains strong.

Mr. Randall noted that due to a cheerleading competition hosted by Lincoln-Way North on December 12th, F.A.N. will be closed.

I. Golf Course

Jim Randall reported that Bob Guler, Superintendent of Golf Course Operations, attended the annual summit meeting of municipal golf courses in the area. Mr. Guler will prepare a summary of the meeting for Board review.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Executive Session

Ken Blackburn made Motion 09-623 to enter into Executive Session. Dave Macek seconded. Motion carried in a vote by voice.

An Executive Session was called for the purpose of discussing a personnel issue.

Ken Blackburn made Motion 09-624 to go out of Executive Session. Jill Simmons seconded. Motion carried in a vote by voice.

XIV. Adjournment

Jill Simmons made Motion 09-625 to adjourn the meeting at 7:40 p.m.
Ken Blackburn seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

January 21, 2010

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, Brian Mulheran, Jeff Roach, and Jill Simmons.

Absent was: Barb Libowitz

Also present: Park Attorney, Richard L. Hutchison

IV. Public Input

No members of the public were present for input.

V. Correspondence

A. Complimentary

1. Fax received from resident Karen Haave, regarding statements made by potential new residents, expressing desire to purchase a home within the borders of the Frankfort Square Park District.

B. Appreciation

1. Note received from resident, Katie Davis, thanking Superintendent of Recreation, Audrey Marcquenski, and Superintendent of Parks, Jeff Mecher for their assistance with the organization of a December 12th 5K "Angel March", a childhood cancer fundraiser.
2. Verbal expressions of gratitude conveyed to Maintenance staff by SHSD 161 school personnel and residents for the timely and detailed manner in which they conduct snow/ice removal procedures at the schools and throughout the community.

C. Informative

1. Brusseau Design Group January, 2010 newsletter, includes section on 191st Street Park Development project and testimonial provided by Executive Director, Jim Randall.

VI. Presentation of the December 7, 2009 Truth in Taxation Public Hearing Minutes.

Ken Blackburn made Motion 10-626 to accept the December 7, 2009 Truth in Taxation Public Hearing Minutes as presented. Dave Macek seconded. Motion carried.

Presentation of the December 7, 2009 Board Meeting Minutes.

Ken Blackburn made Motion 10-627 to accept the December 7, 2010 Board Meeting Minutes as presented. Dave Macek seconded. Motion carried.

VII. Legal Report

Secretary, Jim Randall read FOIA/OMA Ordinance No. 10-01-233, into the record, requesting passage of same.

Ken Blackburn made Motion 10-628 to adopt the FOIA/OMA Ordinance No. 10-01-233, as presented. Brian Mulheran seconded. A full discussion regarding processes the park district is adopting to ensure compliance with the newly passed legislation ensued. Motion carried.

Secretary, Jim Randall presented a revised land lease agreement for property located adjacent to Dr. Julian Rogus Elementary School (*ref. Dec. 7, 2009 Legal Report, Motion 09-232*), requesting an amendment to Ordinance No. 09-12-232 in order to reflect revised language provided by legal counsel representing Summit Hill School District 161.

Ken Blackburn made Motion 10-629 to enter into the revised land lease agreement as presented, thereby amending Ordinance No. 09-12-232. Jill Simmons seconded. Motion passed.

The developer of the Walnut Creek subdivision recently filed for bankruptcy, leaving the outstanding matter of property transfer to the park district per the executed Developer Donation Agreement unresolved. Park Attorney, Dick Hutchison reported that the park district cannot lien the property, and the issue must be addressed by the Village of Frankfort or Will County.

Jim Randall reported that he is in discussion with the Joliet Catholic Archdiocese to transact a similar land lease agreement for property adjacent to Summit Hill Junior High that was approved in this session per Motion 10-670.

VIII. Treasurer's Report

Jim Randall reported that the \$400,000 grant distribution for the Island Prairie Park Nature Center OSLAD grant has been received.

The park district realized an increase in revenue, due in part to the Before and After School Program.

Jim Randall reported that Cook County distributions were submitted earlier than anticipated.

Mr. Randall forwarded a request for Property Index Numbers from Cook County for properties that disconnected from the park district in The Pointe at Gleneagles subdivision, in Matteson, to ascertain the net loss of tax revenue.

Jim Randall reported that he is in receipt of 2009 collectible tax levies from Will County, reflecting new tax growth from \$6,000,000 to \$8,000,000. The gain will not offset the loss from the Matteson disconnection, but the tax revenues are greater than earlier anticipated.

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

Ken Blackburn made Motion 10-671 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

IX. Executive Director's Report

A public meeting regarding the Brookside Glen basin issues will be held at 6:00 p.m. on February 18th, in advance of the monthly Board Meeting. Professionals have been secured to present information, the public will have the floor to pose questions and proffer comments. The Board will decide upon a course of action based on sound principals garnered from the resources provided and will then present park policy for basin maintenance at a future meeting.

Following this January 21, 2010 Board Meeting, Jim Randall and Park Board Commissioners will meet with representatives of the Frankfort Square Baseball League to begin planning for improvements to the property on St. Francis & 84th Avenue.

Jim Randall reported that a F.A.N. staff member was threatened by a 16 year old child. The incident warranted a call to the Will County Sheriff's Department who worked with Lincoln-Way North High School officials to address the issue. Mr. Randall further noted that the child is suspended from any park district activities at the North campus, and the child's parent was notified of this action via a certified letter.

Jim Randall continues to work on the FY 2010-2011 budget.

A 2009 golf course summary, prepared by Supervisor of Golf Operations, Bob Guler, was distributed to Board Members for review.

Jim Randall led a discussion regarding the 2010 College Scholarship program. Last year, \$9,000 was raised at the scholarship golf tournament, and it was decided that the scholarship committee will award nine (9) \$1,000 scholarships to the top scoring Lincoln-Way North senior applicants.

Due to a change in status regarding a property issue, Jim Randall informed the Board that an Executive Session would not be required in this session.

X. Committee Reports

A. Maintenance

Jim Randall sought Board approval to secure the Skate Park facility from unauthorized after-hour use by either purchasing diamond plate fabric for the upper sections of the fencing, or having a post extension/cable system installed. A proposal for the latter system reflected a cost of approximately \$12,000. The Board agreed that if funding is available, the expense could offset the constant vandalism repairs and liability potential, and approved improvements at Mr. Randall's discretion.

B. Beautification and Natural Areas

Julie Arvia, Superintendent of Beautification and Natural Areas, planted the first crop of micro greens (lettuces) in the greenhouse. If successful, the greens will be harvested and donated to a local charity or food pantry. Native plants will be planted in March and transplanted throughout the park district during the growing season.

C. Recreation

Jim Randall reported strong participation in the Day Off Escapades program, an off-shoot of the Before and After School Program.

D. Early Childhood

Cheryl Martin, Superintendent of Early Childhood Programming, will introduce a 5-day preschool option for 4 ½ year old children who may be ready for a full school week.

E. Special Recreation

Jim Randall reported that the bid opening was conducted, and Graefen Development was awarded the bid to construct the SSSRA garage.

F. Finance and Planning

Financial issues were addressed in this meeting Section VIII., Treasurer's Report.

G. Township Planning Commission

Commissioner, Jill Simmons, reported that no meeting of the Planning Commission was conducted.

H. F.A.N.

Jim Randall reported that strong participation in the F.A.N. program continues.

I. Golf Course

No report

XI. Old Business

No old business was discussed.

XII. New Business

Jim Randall reported that the park district will take an active part in the Brookside Glen St. Patrick's Day parade, scheduled for Saturday, March 13th. The park district will advertise the event, make restrooms available at the baseball fields, and two park district trucks will participate in the parade.

Brian Mulheran, President of Wildcats Football, expressed appreciation to Jim Randall on behalf of his organization, citing that due to Mr. Randall's his efforts and assistance, the league has doubled in size and the cheerleading program has expanded.

Jim Randall reported that he is working on a deal to purchase field lights from Naperville, and will forward information regarding the matter as it becomes available.

XIII. Adjournment

Ken Blackburn made Motion 10-672 to adjourn the meeting at 7:50 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

February 18, 2010

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 8:10 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.

IV. Public Input

No members of the public were present for input.

V. Correspondence

A. Informative

1. Letter of notification received from the Illinois Department of Natural Resources regarding approval of \$400,000 in OSLAD grant funds for the development of the Lighthouse Pointe Park project was presented for Board review.
2. Jim Randall distributed a Cook County notice, acknowledging receipt of required annual debt service and audit e-filing, completed by CPA, Greg Miller.
3. Jim Randall presented a letter of invitation received from Lincoln-Way North High School for the upcoming Senior Honor's Night. Park Board President, Pam Kohlbacher, and Commissioner Jill Simmons may represent the park district, along with Audrey Marcquenski, at the May 18th Senior Honor's Night in order to present the 2010 College Scholarships awarded by the park district.

B. Appreciation

1. Jim Randall presented a copy of Old Plank Trail Community bank's website display of the St. Francis ballfield sign, acknowledging funding through Old Plank Trail Bank.

VI. Presentation of the January 21, 2010 Board Meeting Minutes and Truth in Taxation Public Hearing Minutes.

Ken Blackburn made Motion 10-673 to accept the January 21, 2010 Board Meeting Minutes and Truth in Taxation Public Hearing Minutes as presented. Jill Simmons seconded. Barb Libowitz abstained. Motion carried.

VII. Legal Report

Jim Randall reported on the following legal matters on behalf of Park Attorney, Dick Hutchison:

Mr. Hutchison is working to resolve an issue wherein property located on the north side of Magnolia Drive, west of Laurel Drive in Frankfort Township has yet to be deeded to the park district. Said title is currently held by Cole Taylor Bank as Trustee, and Mr. Hutchison has contacted the attorney representing the developer to complete parcel dedication.

The Illinois Department of Revenue denied property tax exemption for a leased parcel in Lighthouse Pointe. Mr. Randall noted that the property is designated as the site for the park development approved for OSLAD grant funding. Upon receipt of the executed Project Agreement from the IDNR, the park district will accept ownership of said parcel and reapply for tax exempt status.

VIII. 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 10-674 to accept the Accounts Payable Listing, pending audit. Jill Simmons seconded. Motion carried.

IX. Executive Director's Report

Jim Randall requested Board consideration to increase the minimum legal bid limit from \$2,000, established in 1974, to \$20,000.

Jill Simmons made Motion 10-675 to increase the minimum legal bid amount to \$20,000, as proposed. Brian Mulheran seconded. Motion passed in a vote by voice.

Jim Randall reported that the executed lease agreement was received from Summit Hill School District 161 for property located adjacent to Dr. Julian Rogus Elementary School, per Ordinance No. 09-12-232. Mr. Randall continues to pursue a similar agreement with the Joliet Catholic Archdiocese for a contiguous parcel, *ref. Sect. VII. Legal Report, January 21, 2010 Board Meeting Minutes.*

Jim Randall noted the much-needed improvement of acoustical ceiling tile replacement in the lobby and park district main office, is complete.

Jim Randall informed the Board that he has received the following complaints from park district residents:

Issue: Lack of ice conditions at the Union Creek hockey rink.

Response: A minimum of 17° Fahrenheit must be maintained for approximately 10 days in order to establish a base of ice.

Issue: Snowmobiles on boulevards.

Response: The activity is not taking place on park district property, therefore the park district cannot take corrective action. The resident was directed to contact either the Tinley Park Police Department, or the Will County Sheriff.

Issue: A resident expressed a concern that the park district was installing barbed wire around the skate park.

Response: A barrier is under construction, *ref. Sect. X. Committee Reports, A. Maintenance, January 21, 2010 Board Meeting Minutes*, and Mr. Randall noted the material used is not barbed wire, but a fabric that will deter after-hour access of the locked facility.

Board Members agreed to a March 11, 2010 at 7:00 p.m. budget meeting.

Jim expressed appreciation to Julie Arvia, Jeff Mecher, Audrey Marcquenski, Linda Mitchell, and Deb Cancialosi for their assistance with the organization and execution of the February 18th public hearing. A special thank you was expressed to Board President, Pam Kohlbacher, for administrating the hearing on behalf of the Board and staff.

X. Committee Reports

A. Maintenance

The maintenance department has been busy with normal winter operations.

B. Beautification and Natural Areas

The first crop of micro greens was harvested and donated to Daybreak Shelter, a local charitable organization.

C. Recreation

The next 5th & 6th grade open gym/games night will be held at the Lincoln-Way North field house on Friday, February 19th.

Jim reported that two Daddy/Daughter dances are scheduled for Saturday, February 20th, and Saturday, February 27th.

BAS continues to enjoy a successful inaugural year of operation.

D. Early Childhood

The January 30th Early Learning Center registration went well, and Jim Randall reported strong numbers for the 2010-2011 school year.

E. Special Recreation

Soil borings were completed at the site of the garage that will be constructed at the SSSRA administrative office building.

Audrey Marcquenski is serving on the SSSRA's budget committee, and was also elected to serve as the Board treasurer.

F. Finance and Planning

Jim Randall continues to work on the 2010/2011 budget, and a first draft was delivered to Board Members for initial review.

Measures to restructure debt were put in place in anticipation of the economic downturn, and the budget reflects a conservative approach. Mr. Randall also noted that the disconnection of the Matteson properties will have a negative impact on the budget.

Funding vehicles for the 191st Street and Lighthouse Pointe Parks OSLAD grant projects will be completed and forwarded to Board Members. Funds in the amount of \$800,000 for the projects will artificially inflate the budget, and Jim Randall stated that both projects will be completed either within or slightly under budget.

The Island Prairie Park Nature Center loan will be paid off on February 19th, with recently received grant proceeds.

G. Township Planning Commission

Jill Simmons reported that the Township Planning Commission did not conduct a meeting over the past month.

H. F.A.N.

Participation remains strong, and Jim Randall reported that due to recent minor incidents experienced during F.A.N. hours of operation, the park district increased supervision from two to three staff members.

I. Golf Course

Jim Randall reported that Ray Schmitz, Superintendent of Golf Course Operations is scheduled to begin course preparations on March 15th.

The official opening date is April 1st, but if conditions permit, staffing and equipment is in place to open earlier.

Mr. Randall reported that there is no set closing date for this year's operation, and weather will dictate the end of the season.

XI. Old Business

Commissioner, Barb Libowitz asked if the park district would receive property tax revenue from homes in Lighthouse Pointe. The Frankfort Square Park District will not receive property tax revenue, but will receive all developer impact fees, land donation, and grant funds to develop a park site.

XII. New Business

President, Pam Kohlbacher reported that Summit Hill School District 161 Board President, Sean Doyle, publicly congratulated the Frankfort Square Park District for their recent success in obtaining the \$400,000 Lighthouse Pointe OSLAD grant.

XIII. Adjournment

Ken Blackburn made Motion 10-676 to adjourn the meeting at 8:22 p.m. Jill Simmons seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

March 18, 2010

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, Pam Kohlbacher, Barb Libowitz, Dave Macek, and Jill Simmons.

Absent was: Brian Mulheran and Jeff Roach.

Also present was: Park Attorney, Dick Hutchison

IV. Public Input

No members of the public were present to provide input.

V. Correspondence

A. Complimentary

1. E-mail from Lisa K. Drzewiecki, SSSRA Superintendent, complimenting Jim for the park district's community beautification efforts.
2. E-mail from Laurie McIntyre, California resident, expressing approval of park district's retention basin native restoration efforts.

B. Appreciation

1. Thank you note received by Julie Arvia from resident, Murial Cozzi, for enabling her family to take part in the Disney Give a Day/Get a Day volunteer program. The Cozzi family appreciated the educational experience and commented positively on FSPD initiatives.
2. Thank you note received by Jim Randall from resident Lisa Mutter, regarding an FSPD golf gift certificate benefit donation for park district family in need.

VI. Presentation of the March 18, 2010 Board Meeting Minutes.

Ken Blackburn made Motion 10-677 to accept the February 18, 2010 Board Meeting Minutes as presented. Jill Simmons seconded. Motion carried.

VII. Legal Report

Jim Randall requested Board approval to accept property in the Lighthouse Pointe subdivision. Said parcel is to be donated to the park district via the established Developer Donation Agreement, and is the site of the Lighthouse Pointe Park Development OSLAD grant project.

Barb Libowitz made Motion 10-678 authorizing the acceptance of property located within the Lighthouse Pointe subdivision, per the established Developer Donation Agreement. Dave Macek seconded. Motion carried.

President, Pam Kohlbacher read Ordinance No. 10-03-234, an ordinance authorizing an installment contract with Old Plank Trail Community Bank to fund the Lighthouse Pointe Park Development OSLAD grant project.

Dave Macek made Motion 10-679, authorizing acceptance of Ordinance No. 10-03-234 as presented. Jill Simmons seconded. 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 10-680 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

IX. Executive Director's Report

Public Hearing

Jim Randall sought Board approval to execute a design proposal in the amount of \$4,500 with Hitchcock Design Group, for a preliminary rendering of park improvements proposed for Crystal Lake Park. Said improvement project could be developed as a grant project in the 2010 OSLAD grant cycle. An approximate expenditure of \$80,000 for potential improvements could include a fishing pier, shaded structure, and would be a wi-fi hotspot. If approved by the IDNR, the park district matching funds output would be \$40,000, which could be equitably split with the Village of Frankfort. The Board authorized Jim Randall to execute a design proposal with Hitchcock Design Group.

Jim Randall sought Board approval to execute a proposal with ElectriTech for the provision of a wind turbine that would be installed at Square Links Golf Course. Said improvement would cost \$75,000-\$85,000, and 60% of the expenses could be incurred through a 50/50 matching grant through the DCEO, and 10% incurred through an Illinois Clean Energy grant. Mr. Randall noted the money expended by the park district, approximately \$40,000, could feasibly be recouped within two years, via energy savings through carbon credits reversed metered to ComEd. The Board elected to table the project and will revisit the issue during the next fiscal year. Jim Randall will arrange a field trip for this summer, allowing Board Members to visit a site that installed the same wind turbine model.

Jim Randall is investigating the potential for a federally-funded capital improvement project at Square Links Golf Course, and will provide renderings and additional information to the Board in the coming weeks.

Jim Randall is studying a matter regarding the Illinois Department of Labor minimum wage requirements, and will report back to the Board with his findings.

The park district's current Master Plan, dated 2004, should be updated, and Mr. Randall will study firm's that could offer this service.

Jim Randall continues to work towards establishing a lease agreement for property owned by the Joliet Catholic Archdiocese, adjacent to Dr. Julian Rogus School.

Jim Randall continues to work with Robinson Engineering to finalize an updated park district map. Said map will include an aerial overlay of the district.

The park district's RecTrac online registration system was updated, offering stronger security measures for residents who pay for services by credit card, as credit card information will no longer be housed by the park district, but will go directly to credit card companies.

X. Committee Reports

A. Maintenance

Jim Randall reported that the new security fencing is in place at the Skate Park, *ref. Sect. X. Committee Reports, A. Maintenance, January 21, 2010 Board Meeting Minutes*, and replacement panels are on order to complete improvements at this site.

B. Beautification and Natural Areas

Jim Randall reported that interpretive signage was installed along the Island Prairie boardwalk and along the interpretive garden paths. This improvement finalizes the Island Prairie Park OSLAD grant project.

Julie Arvia and staff successfully planted seeds harvested from park district plants, and 9,000 plants are currently growing in the greenhouse. The native plugs will be installed throughout the district.

The park district will hold the 3rd annual Earth Day Celebration on Saturday, April 17th.

Julie Arvia organized a Super Scout Clean-up, which will take place on Saturday, March 20th.

C. Recreation

The summer brochure is at the printer and will be delivered to residents on or about March 26th.

D. Early Childhood

No report.

E. Special Recreation

No report.

F. Finance and Planning

Jim Randall noted that the park district will receive an impact fee for a single building permit that was recently issued.

G. Township Planning Commission

Jill Simmons reported that the Township Planning Commission did not conduct a meeting over the past month.

H. F.A.N.

No report.

I. Golf Course

Jim Randall reported that the golf course is being prepared for an April 1st season opening, weather permitting.

XI. Old Business

Ken Blackburn inquired about plans for the existing concessions stand building on the St. Francis ballfield property. Jim Randall responded that there are no current plans for the structure. The focus will be to address turf and grading issues, and re-grade the parking lot.

Pam Kohlbacher noted that Lincoln-Way North Park has an unfinished appearance, and asked what the current plans are for the site. Jim Randall will visit the site and address her concerns.

XII. New Business

No new business was discussed.

XIII. Executive Session

Ken Blackburn made Motion 10-681 to go into Executive Session. Dave Macek seconded. Motion carried.

An Executive Session was held for the purpose of discussing personnel salary, benefits, and positions for the upcoming fiscal year.

Dave Macek made Motion 10-682 to go out of Executive Session. Jill Simmons seconded. Motion carried.

XIV. Adjournment

Ken Blackburn made Motion 10-683 to adjourn the meeting at 8:10 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

April 15, 2010

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, Brian Mulheran, Jeff Roach, and Jill Simmons.

Absent was: Barb Libowitz and Dave Macek.

Also present was: Park Attorney, Dick Hutchison

IV. Public Input

No members of the public were present for input.

V. Correspondence

A. Complimentary

1. E-mail from Howard Sloan, Assistant Village Administrator, Village of Frankfort, commenting favorably on the Natural Areas Maintenance Policy and draft ordinance.
2. E-mail from Mayor Jim Holland, Village of Frankfort, expressing support of park district efforts to create and maintain natural wetland areas.

VI. Presentation of the March 18, 2010 Board Meeting Minutes.

Ken Blackburn made Motion 10-684 to accept the March 18, 2010 Board Meeting Minutes as presented. Jill Simmons seconded. Brian Mulheran abstained. Motion carried.

VII. Legal Report

Secretary, Jim Randall, read Amending Ordinance No. 10-04-235, authorizing a lease agreement with the Joliet Diocese, noting revision of original agreement, (*ref. Dec. 7, 2009 Legal Report, Motion 09-232*), to amend Ordinance No. 09-12-232 in order to reflect a renewal rate reduction from 25 years to 5 years, and include annual compensation to the Diocese in the amount of \$1,412.89 for park district usage.

Ken Blackburn made Motion 10-685 authorizing the acceptance of Ordinance No. 10-04-235, detailing amendments as presented. Jill Simmons seconded. Motion carried.

President, Pam Kohlbacher read Ordinance No. 10-04-236, an ordinance providing for uniformity in management standards of all natural areas owned by the Frankfort Square Park District.

Ken Blackburn made Motion 10-686, authorizing acceptance of Ordinance No. 10-04-236 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.

Jill Simmons made Motion 10-687 to accept the Accounts Payable Listing, pending audit. Ken Blackburn seconded. Motion carried.

IX. Executive Director's Report

Jim Randall presented the 2010-2011 Operating Budget for Board approval.

Jill Simmons made Motion 10-688 to accept the 2010-2011 Operating Budget as presented. Ken Blackburn seconded. Motion carried.

Jim Randall reported that the Levy Edit report was received.

Mr. Randall requested Board approval to hire a full time maintenance employee at the rate of \$12 per hour with the customary benefits package, effective May 1, 2010.

Ken Blackburn made Motion 10-689 approving the hiring of a full time maintenance employee with rate and benefits as requested. Brian Mulheran seconded. Motion carried.

Jim Randall reported that the health insurance benefit was revised, raising deductibles from \$2,500 to \$3,000 for single coverage, and \$5,000 to \$6,000 for family and employee w/spouse coverage.

The 191st Street Park tree survey was completed by a licensed arborist, and recommendations were made to remove dead and dying trees in order to maintain a woodland canopy. Mr. Randall reported that all trees have been tagged, and additional trees may be added.

JF New will submit for permit application through the Army Corps of Engineers, and Mr. Randall anticipates receiving a permit within three months of submission.

Residents in the service area of the park site will be notified that revised plans, based on their input, will be presented for their review during the June meeting.

Jim Randall reported that the Lighthouse Pointe Park project will go to bid shortly, and will be slated for construction prior to the 191st Street Park, due to minimal permitting requirements of this site.

Jim Randall will meet with the Hitchcock Design Group to discuss the potential joint project with the Village of Frankfort for park improvements at Crystal Lake Park. Renderings will be available for Board review prior to the July Board Meeting.

Mr. Randall noted that Park Attorney, Dick Hutchison has been working on several issues, transferring 6.9 acres of property in Lighthouse Pointe to the district, while also pursuing tax exempt status on several district-owned parcels.

Mr. Hutchison is also working with the McDonnell Development attorney towards finalizing an older land transfer issue.

X. Committee Reports

A. Maintenance

Mr. Randall reported that with the beginning of the spring season, crews have begun mowing, fertilizing high-use athletic fields, spot spraying dandelions, and preparing parks for usage.

Maintenance staff members are working to correct minor infield drainage issues at the St. Francis baseball fields.

B. Beautification and Natural Areas

Prescribed burns have been successfully completed at Lighthouse Pointe subdivision, the Brookside Glen basins, and Crystal Lake and Island Prairie Parks. Crews will then begin invasive controls in these areas.

Jim Randall is considering a change of venue for the May Board Meeting to the Island Prairie Park Nature Center building.

C. Recreation

Jim Randall reported on a tremendous response to the summer brochure program offerings.

Registration for the Summer Day Camp began on April 15th, and Mr. Randall anticipates increased enrollment based on the success of the Before and After School Program.

Participation in the higher grades of Girls Softball is down slightly, and with fewer teams, Mr. Randall noted organization of the program has presented challenges.

A discussion regarding field usage ensued, and Mr. Randall will evaluate the possibility of charging groups outside of Frankfort Square in coming seasons.

D. Early Childhood

Mr. Randall reported that due to a home invasion incident that occurred in Tinley Park, Cheryl Martin ensured the safety of the preschool classrooms by locking the main entry door from the lobby and monitored traffic in and out of the area throughout the day.

E. Internet and Technology

Deb Cancialosi has been investigating hardware and software upgrades planned for the next fiscal year.

Jim Randall reported that during an upgrade of the dog park lock system, the data base was lost.

Mr. Randall noted that no credit card information is housed at the park district, but is transmitted directly to credit card companies.

F. Special Recreation

Jim Randall reported that the concrete slab was poured for the garage on April 15th.

G. Finance and Planning

Jim Randall noted the passing of the 2010-2011 Operating Budget during the Executive Director's section of this meeting.

Mr. Randall informed Board Members that he will meet with staff in the first week of May for annual reviews.

H. Township Planning Commission

Jill Simmons reported that the Will County Assessor attended a recent meeting of the Planning Commission, and Ms. Simmons will forward notes from the meeting to Jim Randall's attention.

Mr. Randall reported that the Assessor attended an FIPC meeting, wherein he stated that quick sales and foreclosures may be included in the market valuation of homes. If this legislation is approved at the state level, it could result in financial difficulties for government entities.

I. F.A.N.

Jim Randall noted that participation has decreased 40-45% from the peak winter months, but reported record registration during the past year, along with increased men's basketball usage, walk-in registrations, and pool party bookings.

J. Golf Course

Jim Randall reported that as of Tuesday, April 13th, 2010, revenue surpassed the entire month of April 2009.

The course is in excellent condition, thanks to the diligent efforts of Ray Schmitz and his crew.

Bob Guler has staffing in place and has been conducting training of new employees.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Executive Session

Ken Blackburn made Motion 10-690 to go into Executive Session. Jill Simmons seconded. Motion carried.

An Executive Session was held for the purpose discussing a legal matter.

Ken Blackburn made Motion 10-691 to go out of Executive Session. Brian Mulheran seconded. Motion carried.

XIV. Adjournment

Ken Blackburn made Motion 10-692 to adjourn the meeting at 7:35 p.m. Jeff Roach seconded. Motion carried.

Respectfully submitted:
Linda Mitchell