

MINUTES of a special public meeting of the Board of Park Commissioners of the Frankfort Square Park District, Will and Cook Counties, Illinois, held at the Park District Administration Building, 7540 Braemar Lane, Frankfort, Illinois, in said Park District at 7:00 o'clock P.M., on the 6th day of May, 2010.

* * *

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

The following Park Commissioners were allowed by a majority of the members of the Board of Park Commissioners in accordance with and to the extent allowed by rules adopted by the Board of Park Commissioners to attend the meeting by video or audio conference: None

No Park Commissioner requested to attend the meeting by video or audio conference.

The following Park Commissioners were absent and did not participate in the meeting in any manner or to any extent whatsoever: None.

The President announced that the Board of Park Commissioners next would consider the adoption of an ordinance authorizing the issuance of general obligation alternate bonds and directing the publication of a notice setting forth the determination of the Board to issue such bonds for the purpose of refunding certain of the District's outstanding General Obligation Park Bonds (Alternate Revenue Source), Series 2003, and General Obligation Park Bonds (Alternate Revenue Source), Series 2009, improving the Lighthouse Pointe and 191st Street Parks, and providing for the payment of expenses incident thereto.

Whereupon Park Commissioner Ken Blackburn presented and the Secretary read by title an ordinance as follows, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting and to everyone in attendance at said meeting who requested a copy:

ORDINANCE NO. 10-05-238

AN ORDINANCE authorizing the issuance of General Obligation Park Bonds (Alternate Revenue Source) of the Frankfort Square Park District, Will and Cook Counties, Illinois, in an aggregate principal amount not to exceed \$2,075,000.

* * *

WHEREAS, the Frankfort Square Park District, Will and Cook Counties, Illinois (the "*District*"), is a duly organized and existing Park District created under the provisions of the laws of the State of Illinois, and is now operating under the provisions of the Park District Code of the State of Illinois, as supplemented and amended (the "*Park Code*"); and

WHEREAS, the Board of Park Commissioners of the District (the "*Board*") has determined that it is advisable, necessary and in the best interests of the District to refund certain of the District's outstanding General Obligation Park Bonds (Alternate Revenue Source), Series 2003, and General Obligation Park Bonds (Alternate Revenue Source), Series 2009, to improve the Lighthouse Pointe and 191st Street Parks, and to provide for the payment of expenses incident thereto (the "*Purposes*"); and

WHEREAS, the estimated cost of the Purposes, including legal, financial, bond discount, printing and publication costs and other expenses, will be not less than \$2,075,000, and there are insufficient funds on hand and lawfully available to pay such costs; and

WHEREAS, such costs are expected to be paid for from the proceeds of alternate bonds authorized to be issued at this time pursuant to the Local Government Debt Reform Act of the State of Illinois, as amended (the "*Act*"); and

WHEREAS, it is necessary and for the best interests of the District that the District proceed with the Purposes and in order to raise the funds required therefor it will be necessary for the District to borrow an amount not to exceed \$2,075,000 and in evidence thereof to issue alternate

bonds in an aggregate principal amount not to exceed \$2,075,000, all in accordance with the Act; and

WHEREAS, the revenue source that will be pledged to the payment of the principal of and interest on the alternate bonds will be funds lawfully available in the District's general fund and other funds of the District as may be lawfully available and annually appropriated for such payment; and

WHEREAS, if such revenue source is insufficient to pay such alternate bonds, ad valorem property taxes levied upon all taxable property in the District without limitation as to rate or amount, are authorized to be extended and collected to pay the principal of and interest on such alternate bonds:

NOW, THEREFORE, Be It Ordained by the Board of Park Commissioners of the Frankfort Square Park District, Will and Cook Counties, Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this ordinance are full, true and correct and does incorporate them into this ordinance by this reference.

Section 2. Determination To Issue Bonds. It is necessary and in the best interests of the District to proceed with the Purposes in accordance with the preliminary plans and estimate of cost as described, and that for such purpose alternate bonds of the District are hereby authorized to be issued and sold from time to time in an aggregate principal amount not to exceed \$2,075,000, known as "General Obligation Park Bonds (Alternate Revenue Source)" of the District and bearing such series designation or designations as may be appropriate (the "Bonds").

Section 3. Publication. This ordinance, together with a notice in the statutory form, shall be published in the *Herald News*, the same being a newspaper of general circulation in the

District, and if no petition, signed by 749 electors, the same being equal to 7.5% of the registered voters in the District, asking that the issuance of the Bonds be submitted to referendum, is filed with the Secretary of the Board within thirty (30) days after the date of the publication of this ordinance and said notice, then the Bonds shall be authorized to be issued.

Section 4. Additional Ordinances. If no petition meeting the requirements of applicable law is filed during the petition period hereinabove referred to, then the Board may adopt additional ordinances or proceedings supplementing or amending this ordinance providing for the issuance and sale of the Bonds and prescribing all the details of the Bonds, so long as the maximum amount of the Bonds as set forth in this ordinance is not exceeded and there is no material change in the Purposes described herein. Such additional ordinances or proceedings shall in all instances become effective immediately without publication or posting or any further act or requirement. This ordinance, together with such additional ordinances or proceedings, shall constitute complete authority for the issuance of the Bonds under applicable law.

Section 5. Severability. If any section, paragraph, clause or provision of this ordinance shall be held invalid or unenforceable, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the other provisions of this ordinance.

Section 6. Repealer. All ordinances, resolutions or orders, or parts thereof, in conflict with the provisions of this ordinance are to the extent of such conflict hereby repealed.

Adopted May 6, 2010.


President, Board of Park Commissioners

Attest:



Secretary, Board of Park Commissioners

Park Commissioner Ken Blackburn moved and Park Commissioner Jill Simmons seconded the motion that said ordinance as presented and read by title be adopted.

After a full and complete discussion thereof, the President directed that the roll be called for a vote upon the motion to adopt the ordinance.

Upon the roll being called, the following Park Commissioners voted AYE: Barb Libowitz, Dave Macek, Brian Mulheran, Jeff Roach, Jill Simmons, Ken Blackburn, and Pam Kohlbacher. and the following Park Commissioners voted NAY: None.

Whereupon the President declared the motion carried and the ordinance adopted, and henceforth did approve and sign the same in open meeting and did direct the Secretary to record the same in full in the records of the Board of Park Commissioners of the Frankfort Square Park District, Will and Cook Counties, Illinois, which was done.

Other business not pertinent to the adoption of said ordinance was duly transacted at said meeting.

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



Secretary, Board of Park Commissioners

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

May 20, 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, Barb Libowitz, Brian Mulheran, and Jeff Roach.

Absent were: Dave Macek and Jill Simmons.

Also present was: Park Attorneys, Dick Hutchison and Dave Anders

IV. Public Hearing

Ken Blackburn made Motion 10-693 to open the floor for the Public Hearing of the General Obligation Park Bonds (Alternate Revenue Source), and the Public Hearing of the proposed Crystal Lake Park improvement project. Barb Libowitz seconded. Motion carried.

On May 6, 2010, the park district adopted Ordinance No. 10-05-238 detailing the intent to issue alternate bonds for the purpose of restructuring existing debt in an effort to lower annual debt requirements and reduce annual interest costs.

A Notice of Intent and the adopted ordinance, herein specified, was published in the May 11, 2010 issue of the Herald-News.

A notice of Public Hearing was posted on TribLocal, detailing the date, time, place and intent of the Crystal Lake Park Improvements OSLAD grant application. Notice was also posted at the park district's administrative building no less than 48 hours prior to the meeting.

Mr. Randall reported that a budget of \$147,000 for material cost and labor has been estimated for the Crystal Lake project. Force labor will be used as required grant contribution, for the joint project with the Village of Frankfort.

Mr. Randall detailed the following proposed components of the project: provision of handicapped access, covered fishing pier, landscaping, and a wi-fi hotspot.

A second hearing is scheduled for 6:30 p.m. in advance of the June 17, 2010 Board Meeting. A notice will be posted on TribLocal, and letters of notification will be sent to Crystal Lake Townhome residents via the CLT Homeowner's Association.

The floor remained open for thirty minutes and normal park district business was conducted in the absence of public input regarding the Public Hearings.

Ken Blackburn made Motion 10-694 to close the floor for the Public Hearing of the General Obligation Park Bonds (Alternate Revenue Source) and the Public Hearing of the proposed Crystal Lake Park improvement project. Barb Libowitz seconded. Motion carried.

V. Public Input

No members of the public were present for input.

VI. Correspondence

A. Appreciation

1. Letter from Scott McCreary, Lincoln-Way North science teacher, expressing appreciation for Julie Arvia's assistance with the school's prairie restoration project.
2. Summary of phone message placed by Brookside Glen resident regarding Jeff Mecher's prompt response in rendering requested service to treat dandelions.
3. E-mail received from a BAS student's parents, expressing appreciation for the organization of the program, caring staff, and safe environment that is provided for the children.
4. The Board approved and signed a letter of appreciation recognizing the efforts of the park district's dance instructor, Jill Feingold.

B. Resident Concerns

1. E-mail received from resident expressing concern about a planned construction road installed for the purpose of accessing athletic fields behind Dr. Julian Rogus Elementary School. Mr. Randall further noted that no road will be constructed at this site.

C. Informative

1. E-mail received from a member of Donald Hunter's family regarding his passing on March 23, 2010.
2. E-mail response from Jim Randall, expressing condolences to the Hunter family.

VII. Presentation of the April 15, 2010 Board Meeting Minutes.

Ken Blackburn made Motion 10-695 to accept the April 15, 2010 Board Meeting Minutes as presented. Brian Mulheran seconded. Barb Libowitz abstained. Motion carried.

VIII. Election of Officers

Ken Blackburn made Motion 10-696 to open the floor for nomination of officers. Brian Mulheran seconded. Motion carried in a vote by voice.

Ken Blackburn made Motion 10-697 to nominate Pam Kohlbacher as President. Barb Libowitz seconded. Motion carried in a vote by voice.

Barb Libowitz made Motion 10-698 to nominate Ken Blackburn as Vice President. Brian Mulheran seconded. Motion carried in a vote by voice.

Ken Blackburn made Motion 10-699 to close the floor for nominations. Barb Libowitz seconded. Motion carried in a vote by voice.

IX. Board Appointments

A.

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, not present during this meeting, will be notified of said appointment.

President, Pam Kohlbacher appointed the law firm of Hutchison, Anders and Hickey to serve as legal representation. Mr. Hutchison and Mr. Anders accepted said appointment.

President, Pam Kohlbacher appointed Jim Randall and Jill Simmons to serve as FOIA Officers. Mr. Randall accepted said appointment, and Jill Simmons, absent during this meeting, will be notified of the appointment.

President, Pam Kohlbacher appointed Jim Randall and Jill Simmons to serve as OMA Designees. Mr. Randall accepted said appointment, and Jill Simmons, absent during this meeting, will be notified of the appointment.

B.

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.

C.

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.

C.2

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

D.

President, Pam Kohlbacher appointed Jill Simmons to serve on the Frankfort Township Planning Commission. Ms. Simmons, absent from this meeting, will be notified of said appointment.

D.2

President, Pam Kohlbacher appointed Audrey Marcquenski to the SSSRA Board. Ms. Marcquenski, absent from this meeting, will be notified of said appointment.

E.

Following a full and complete discussion, the Board named the Illinois Treasurer's Pool and Old Plank Trail Community Bank as primary financial institutions to house the park district bank accounts.

X. Legal Report

Attorney, Dave Anders, of the firm Hutchison, Anders and Hickey was introduced to, and addressed the Park Board. Mr. Anders will schedule attendance of Board Meetings on a bi-monthly basis, but will attend as needed.

Mr. Randall acknowledged Mr. Hutchison's wealth of knowledge, and assured the district that Mr. Hutchison and Mr. Anders will continue the same level of service their firm has provided over the past thirty six years.

Mr. Hutchison has been working on several property issues for the district, including defining park deeds, obtaining property tax exemption for various parcels, consulting on property tax bills, and amending deeds with required IDNR language for Lighthouse Pointe Park and the 191st Street Park sites. Mr. Hutchison has also been kept informed regarding all General Obligation Park Bond issues through Chapman and Cutler.

XI. 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 10-700 to accept the Accounts Payable Listing, pending audit. Barb Libowitz seconded. Motion carried.

XII. Executive Director's Report

The Lighthouse Pointe Park bid opening was conducted on Tuesday, May 18th. Mr. Randall noted that the initial estimate of \$300,000 for the four separate contracts is \$100,000 below budget.

Construction of Lighthouse Pointe Park is scheduled to begin on June 14, 2010, and pending delivery of equipment and delays due to weather, the park should be completed by August 1, 2010.

Mr. Randall reported the following lowest bidders of the Lighthouse Pointe Park project will be awarded contracts, pending bid certification:

Bid A: Site Work – George's Landscaping, Inc.

Bid B: Structures (Shelter and Playground Equipment) – Kay Jay Construction, Inc.

Bid C: Tree Placement – Fawn Landscaping & Nursery, Inc.

Bid D: Landscape – Fawn Landscaping & Nursery, Inc.

Mr. Randall further noted that contractors will be held to their bid price, as no change orders will be approved.

Mr. Randall reported that Senator Maggie Crotty may secure \$25,000 in DCEO grant funding of two existing Island Prairie Park Nature Center components, the asphalt path and interpretive garden granite path.

Jim Randall discussed plans to develop a community-wide survey instrument that would be developed into a master plan. The project would be done in-house by park district staff, saving \$35,000-\$40,000 in contracted costs.

Jim Randall presented two separate design plans for the parcel adjacent to Rogus School, leased through the Joliet Diocese and Summit Hill School District 161. Both plans incorporate earthwork only, with no permanent structures or parking facilities planned. One option includes nine soccer/football practice fields, and the second option would include ten fields. The park district will complete final grading and seeding, and the fields could be ready for use by 2011.

Commissioner Barb Libowitz addressed the Board regarding her resignation from the Park Board. Ms. Libowitz thanked all present, noting her resignation was tendered due to a change of residence.

Vice President, Ken Blackburn expressed appreciation for Ms. Libowitz seven years of service to the community as Park Board Member, and wished her good luck.

A notice of Board vacancy will be posted in the local press, and interested residents may apply to fill the position. Applications will be accepted, reviewed by the Board at the June meeting, and an appointment made at the July meeting. The individual appointed will fill the position until the next Consolidated Election, to be held in April, 2011.

Mr. Randall notified the Board that spectators at a recent Frankfort Square Baseball League game were offended by person(s) smoking while viewing the game from the bleachers. They are asking the park district to take action, i.e. place "no smoking" signs at athletic fields used by the FSBL. Mr. Blackburn feels the onus should be on the FSBL, citing difficulty in enforcing "no smoking" rules in outdoor areas. Mr. Randall will investigate state guidelines, but noted it will not be an issue the park district will address at this time.

XIII. Committee Reports

A. Maintenance

The Wildcats Football organization funded the installation of irrigation at the Union Creek football practice field. Ray Schmitz, Golf Course Superintendent, will renovate and seed both the game and practice field in the coming weeks, also funded through the Wildcats.

Five truckloads of free biosolids were received by the park district and applied to the golf course and football field. Mr. Randall noted that in addition to being fiscally sound, it is a natural alternative to nitrogen-based fertilizer.

Mr. Randall reported that crews are challenged to complete daily maintenance of outdoor facilities due to rainy conditions and early warm weather combining to create an early growing season.

B. Beautification and Natural Areas

Beautification crews, under Julie Arvia's direction, have planted thousands of plugs throughout the district's native areas. Currently, 9,000 plants, grown in the greenhouse from harvested seed, is hardening off at a staging area. Mr. Randall also reported that Ms. Arvia secured a donation of 10,000 cuttings, which are being successfully cultivated in the greenhouse.

Jim Randall informed Board Members about an opportunity to utilize the Lincoln-Way East greenhouse, but noted that the district is looking into funding sources for necessary repair work of the facility.

C. Recreation

The Splash Park will reopen for the season over the Memorial Day weekend.

Mr. Randall detailed the summer series of bandshell concerts planned for this upcoming season.

The Summer Day Camp program has received a tremendous response, which Mr. Randall attributed to the success of the BAS program, as many of the BAS students have registered for this summer offering.

D. Early Childhood

The first outdoor ELC graduation was held this year in the bandshell. Mr. Randall noted that the weather and setting provided a perfect atmosphere for the event.

E. Internet and Technology

Three new CPU's were ordered to replace 2002 models, currently in use.

F. Special Recreation

Mr. Randall reported that the SSSRA garage was bricked today, and the structure should be completed by the end of July.

G. Finance and Planning

Mr. Randall reported that \$91,000 in tax distributions were received by the district today, May 20th, and he anticipated receiving an additional \$250,000 on June 3rd and \$1,000,000 on June 15th. With the impending distributions, the district will not be required to access the Tax Anticipation Warrants, set in place via ordinance, (*ref. April 29, 2010 Special Meeting Minutes*).

Mr. Randall reported that he works daily with the bond counsel firm of Chapman and Cutler and Robert W. Baird regarding alternate financing issues.

H. Township Planning Commission

No report

I. F.A.N.

Mr. Randall reported that the F.A.N. program continues to be a successful offering and participation has increased over the previous year.

J. Golf Course

Jim Randall reported that nine recipients of the 2010 College Scholarship Awards, raised through the 2009 golf tournament at Square Links, were honored on Tuesday, May 18th at Lincoln-Way North.

Mr. Randall noted that golf course revenues are similar to numbers from the 2009 season.

XIV. Old Business

No old business was discussed.

XV. New Business

Mr. Randall informed Board Members about plans set in place to prepare for his June 1st-June 11th absence.

XVI. Adjournment

Barb Libowitz made Motion 10-701 to adjourn the meeting at 8:05 p.m.
Ken Blackburn seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

PUBLIC HEARING

June 17, 2010

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 Crystal Lake Park improvement project.

I. Call to Order

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

II. Attending

Present were: Park Board Members, Pam Kohlbacher, Dave Macek, Brian Mulheran, and Jill Simmons.

Individuals residing within the service area of the proposed park site were also present.

III. Public Hearing

A press release, noting the date, time, and place of the public hearing was published in the *TribLocal*. In addition, residents in the Crystal Lake subdivision of the park site received letters of invitation, and a hearing notice was posted at the park district's administrative office.

Jim Randall, Executive Director, addressed those present, described the grant process, provided renderings of the proposed improvements and displayed photographs of the existing site.

The fishing pier originally planned for installation by the developer never materialized, and Mr. Randall noted that he had numerous conversations with residents expressing the desire to have this improvement completed. Results from community-wide surveys also indicated the need for additional fishing piers and improvements to existing parks.

Mr. Randall explained the project would be a cooperative effort with the Village of Frankfort, and the following amenities could be completed if the grant application is successful.

- Covered pier/picnic location
- ADA accessible path
- Drinking Fountain & Tables/Benches
- Landscaping
- Wi-Fi connection
- Rock Outcropping
- Interpretive signage

Following Mr. Randall's presentation, the floor was open to public, and the following concerns were discussed:

Question: What security will be provided at the park?

Answer: All parks close at dusk per park district ordinance. Police patrol areas and the ordinance is enforceable. Residents with concerns may call the Frankfort Police Department to report suspicious activities.

Question: Will additional lighting be provided?

Answer: No, additional lighting could encourage after-hours usage.

Question: Where will park users outside the area park their vehicles?

Answer: Crystal Lake Park is considered a neighborhood park, not a "collector park". The amenities provided do not generally draw large numbers of users outside the service area; therefore, parking should not present issues.

Question: Can signs noting park hours be posted?

Answer: Yes, signage is listed as one of the planned improvements.

Question: Can an American flag be installed at the park site?

Answer: Yes, but not as part of the grant project. Lighting would be included with this addition.

Question: Will the existing path access the new amenities?

Answer: The existing path, installed by the developer, does not meet the park district standards for width and depth. It may need to be replaced.

Question: What is the timeframe?

Answer: The grant application is due by July 1, 2010. If considered, the park district would then be invited to present their project in Springfield in the fall. Notification would be sent out in January or February, 2011. If selected for grant funding, the project would go to bid in mid-April. Construction could begin in early summer, 2011, and landscaping would be done in the fall of 2011, at which time the project would be finalized.

Residents appreciated the opportunity to learn about the process, and overall expressed the fact the planned improvements were aesthetically pleasing and could add value to their homes.

Mr. Randall will forward renderings via e-mail to all in attendance, and told the residents that he will maintain open communication with them throughout the grant process.

IV. Adjournment

As there was no further business to discuss, the public hearing adjourned at 7:20 p.m.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

June 17, 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 7:25 p.m.

II. Pledge of Allegiance

III. Roll Call

Present were: Pam Kohlbacher, Dave Macek, Brian Mulheran, and Jill Simmons

Absent was: Ken Blackburn and Jeff Roach

IV. Public Input

No members of the public were present for input.

V. Correspondence

The following correspondence was presented for Board review:

A. Appreciation

1. Thank you letters from recipients of 2010 College Scholarship awards
2. Thank you letter from Summit Hill School District 161 for the park district's support of the May 8th 5K Family Run/Walk for Fun.
3. Thank you from Summit Hill Educational Foundation for donation of Square Links gift certificate and golf balls for the fundraising event.
4. Thank you note from the Genis family for the BAS program's assistance in baking cupcakes for the Pediatric Oncology Treasure Chest Foundation fundraiser.

B. Informative

1. Newspaper article detailing the Pediatric Oncology Treasure Chest Foundation fundraiser conducted by the Genis family, highlighting the park district's assistance.

VI. Presentation of the May 20, 2010 Board Meeting Minutes, General Obligation Park Bonds Public Hearing Minutes, and proposed Crystal Lake Park Improvements Public Hearing Minutes.

Jill Simmons made Motion 10-702 to accept the May 20, 2010 Board Meeting Minutes, General Obligation Park Bonds Public Hearing, and proposed Crystal Lake Park Improvements Public Hearing Minutes as presented. Dave Macek seconded. Motion carried.

VII. Consideration of a Bond Ordinance Authorizing the Issuance of General Obligation Park Bonds (Alternate Revenue Source)

President Pam Kohlbacher presented and Jim Randall read by title Ordinance No. 10-06-239 providing for the issue of \$1,870,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2010, requesting consideration of same.

After a full and complete discussion thereof, Dave Macek made Motion 10-703 to adopt Ordinance No. 10-06-239 as presented. Brian Mulheran seconded. Motion carried.

VIII. Consideration of an Escrow Ordinance No. 10-06-240 Authorizing and Directing the Execution of an Escrow Agreement in Connection with the Issuance of General Obligation Park Bonds, (Alternate Revenue Source), Series 2010.

President Pam Kohlbacher presented and Jim Randall read by title Ordinance No. 10-06-240 authorizing and directing the execution of an Escrow Agreement in connection with the issue of \$1,870,000 General Obligation Park Bonds, (Alternate Revenue Source), Series 2010, requesting consideration of same.

After a full and complete discussion thereof, Dave Macek made Motion 10-704 to adopt Ordinance No. 10-06-240 as presented. Jill Simmons seconded. Motion carried.

Jim Randall presented a Bond Purchase Agreement appointing Robert W. Baird & Co., Inc. as Underwriter relating to the \$1,870,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2010, and requested Board acceptance of same.

Brian Mulheran made Motion 10-705, approving the appointment of Robert W. Baird & Co., Inc. as Underwriter through the Bond Purchase Agreement, as presented. Jill Simmons seconded. Motion carried.

Mr. Randall further noted that funds will be extended following the closing, scheduled for June 30, 2010.

IX. Legal Report

Jim Randall reported that Park Attorney, Dick Hutchison, completed title adjustments for park properties located at 191st Street & Brookside Glen Drive in Tinley Park, and a parcel in the Lighthouse Pointe subdivision. Both subject properties required additional IDNR language for permitting.

Attorney, Dave Anders, will be in attendance at the July meeting wherein the Budget & Appropriation Ordinance will be presented for Board adoption.

X. Treasurer's Report

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

Jill Simmons made Motion 10-706 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

Jim Randall reported that due to debt restructure resulting from the General Obligation Park Bond (Alternate Revenue Source), Series 2010, he will revise the current budget and present it advance of the July meeting.

Mr. Randall reported that the park district is under budget in expenses and over budgeted in the revenue column.

XI. Executive Director's Report

Jim Randall's report centered on the various park district committee activities, as herein detailed in Section XII., Committee Reports.

XII. Committee Reports

A. Maintenance

Crews have been focused on seasonal activities, mowing and maintaining all parks and facilities throughout the district.

B. Beautification and Natural Areas

Julie Arvia has been doing a great job with greenhouse plantings. A total of 18,000 natives propagated in the greenhouse will be planted throughout the district during this season's growing period.

Crews have planted annuals at various facilities and at all sign locations.

The Brookside Glen east basin was planted with additional native plantings.

C. Recreation

Summer Day Camp is enjoying larger attendance numbers this season, and the before and after camp has grown also, due in large part to carryover from the BAS program.

Jim Randall reported that a change of venue from the bandshell to the Lincoln-Way North Performing Arts Center for the June 8th Soda concert was necessary, due to inclement weather conditions.

Jim Randall noted the next bandshell concert, Dave "Elvis" Thomas, is scheduled for Tuesday, June 29th.

D. Early Childhood

Jim Randall reported that the Summer Play Camp program is going well, and Cheryl Martin has good staff in place for this offering.

Cheryl Martin has been preparing to open additional 3-year old and 4-year old preschool sessions, as there are sufficient numbers of children on waiting lists for both age groups.

E. Internet and Technology

Jim Randall reported that it was necessary to replace some of the older CPU's, and that there have been some issues with printers that will need to be addressed.

F. Special Recreation

Jim Randall reported that construction of the SSSRA garage is nearing completion, and an August ribbon cutting ceremony is planned.

G. Finance and Planning

Upon completion of budget revisions and the Budget and Appropriation ordinance, Jim Randall will forward copies to Board Members for their advanced review.

H. Township Planning Commission

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

I. F.A.N.

Jim Randall reported that numbers remain strong over the summer months, due in large part to basketball usage.

J. Golf Course

Jim Randall reported that the golf course is in beautiful condition, and the driving range is healed-in.

Square Links is again hosting Lincoln-Way North golf camps this season.

Jim Randall reported good participation in lessons; and that numbers have increased in the women's league this year, with 32 participants enrolled in the offering.

XIV. Old Business

No old business was discussed.

XV. New Business

Brian Mulheran reported that their Wildcat's Football camp experienced a great turn-out, utilizing both game and practice fields. Mr. Mulheran also noted that the fields are in great condition. Jim Randall approved use of the fields west of Mary Drew, and will check schedules for availability of Frankfort Square School fields for flag football usage.

XVI. Adjournment

Dave Macek made Motion 10-707 to adjourn the meeting at 7:55 p.m.
Brian Mulheran seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
July 15, 2010

The following are Minutes of a meeting and public hearing 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.

Also present was: Park Attorney, Dave Anders

IV. Public Hearing

Ken Blackburn made Motion 10-708 to open the floor for the Public Hearing of the Budget and Appropriation, FY May 1, 2010 through April 30, 2011. Brian Mulheran seconded. Motion carried.

A copy of the Budget and Appropriations Ordinance No. 10-07-242 for fiscal year beginning May 1, 2010 and ending April 30, 2011, was on display at the park district office for public inspection.

A legal ad, noting the date, time, and place of the public hearing was published in the Thursday, July 10th edition of the *Herald News*.

No members of the public were present to provide comment regarding the Budget and Appropriation as presented.

The floor was opened for thirty minutes to while other business not pertinent to the Budget and Appropriations Ordinance No. 10-07-242, was duly transacted at said meeting.

V. Public Input

No members of the public were present for input.

VI. Correspondence

The following items were presented for Board review:

A. APPRECIATION

1. Thank you note from Mike Sieja, LWN PPS office expressing appreciation for support through scholarships awarded to graduating seniors in 2010.
2. Thank you note from Chuck Szoke, Channahon Park District for donation of Square Links gift certificate for their golf outing fundraiser.
3. Thank you letter from Mark McKinnon, Addison Park District for donation of Square Links gift certificate for their annual golf fundraiser outing.

B. INFORMATIVE

1. Birth announcement introducing Brendan Jeffrey Roach, son of Brooke Roach and Commissioner Jeff Roach, born on June 2, 2010.

VII. Presentation of the June 17, 2010 Board Meeting Minutes and June 17, 2010 Public Hearing for proposed Crystal Lake Park Improvement project.

Jill Simmons made Motion 10-709 to accept the June 17, 2010, Board Meeting and Public Hearing Minutes as presented. Dave Macek seconded. Ken Blackburn and Jeff Roach abstained. Motion carried.

VIII. Legal Report

Jim Randall presented Ordinance No. 10-07-241, Determination of Prevailing Wages for Board approval.

Ken Blackburn made Motion 10-710 to accept Ordinance No. 10-07-241 the Determination of Prevailing Wages as presented. Jill Simmons seconded. Motion carried. The park district's law firm of Hutchison, Anders and Hickey will file said Ordinance with Will and Cook Counties and the Secretary of State Index Division, as required.

Park Attorney, Dave Anders reported that his firm continues to seek resolution to issues related the outstanding transfer of the McDonnell parcel to the park district, but the attorney representing the developer has been unresponsive.

Attorney, Dick Hutchison reviewed all matters related to the General Obligation Park Bonds (Alternate Revenue Source) Series 2010.

Mr. Randall reported that Chapman and Cutler will complete documentation for the required alternate bond and abatement ordinances, and Dick Hutchison will render legal opinions for said actions.

Jim Randall will review installment contracts and bond sales with Attorney, Dave Anders.

IX. 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 10-711 to accept the Accounts Payable Listing, pending audit. Jill Simmons seconded. Motion carried.

Jim Randall presented a copy of the Amended 2010-2011 Operating Budget, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting, and requested consideration of same. Said amendment was required due to the change in debt service and bond sale that was completed this month, following the passage of the 2010-2011 Operating Budget, *ref. Motion 10-688, April 15, 2010 Board Meeting Minutes*.

Ken Blackburn made Motion 10-712 to approve the Amended 2010-2011 Operating Budget as presented. Dave Macek seconded. Motion carried.

X. Executive Director's Report

Jim Randall requested Board consideration to complete a fund balance adjustment, transferring \$250,000 from the corporate fund and placing \$125,000 into recreation and \$125,000 in the golf course enterprise fund, thereby reducing the overall deficit in both line items.

Ken Blackburn made motion 10-713 to approve the transfer of \$250,000 from the corporate fund and placing \$125,000 in recreation and \$125,000 in the golf course enterprise fund, as requested. Following a full and complete discussion regarding the golf course balance, Motion carried.

Jim Randall reported that the OSLAD grant application for the proposed improvements in Crystal Lake Park was submitted to the IDNR prior to the July 1st deadline. Mr. Randall also noted that the IDNR historically awards between \$20 million to \$30 million in OSLAD grant funds, but the amount allocated for this year's grant cycle has been reduced to \$11 million.

Jim Randall reported that construction projects, the SSSRA garage, Lighthouse Pointe Park, and the athletic field earthwork on property adjacent to Julian Rogus School, are on hold due to the Local 150 Operating Engineers strike.

Jim Randall reported on an incident at Lincoln-Way North High School, wherein a park district maintenance staff member rolled a tractor on a slope. No injuries or loss of time occurred as a result of the accident, but the tractor's cab was damaged. Mr. Randall presented the incident report and photos taken at the site for Board review. An in-service refresher training session regarding equipment operation will be conducted and attended by maintenance and beautification staff members.

The Board received two letters in interest regarding the vacant Board position, Jeff Libowitz, former Board Member and past president 1995-2002, and John Mutter, and active community member, involved in the Wildcats Football organization and the Frankfort Square Baseball League.

Ken Blackburn made Motion 10-714 to appoint Jeff Libowitz to fill the unexpired Board vacancy. Dave Macek seconded. Following deliberation of the matter, Motion carried in a vote by voice.

Jim Randall reported that the park district received Musco light fixtures and poles from the Naperville Park District. The lights are estimated to be between 6-7 years old, and previously were used to illuminate five baseball fields and two football fields in Naperville. Burke Electric provided transportation of the equipment, the only cost incurred by the district. The lights will be certified over the winter months and the Board will determine placement of the lighting.

Ken Blackburn made Motion 10-715 to close the floor and adjourn the public hearing at 7:30 p.m. Jill Simmons seconded. Motion carried.

President, Pam Kohlbacher read Ordinance No. 10-07-242, Budget and Appropriation into the record, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting, and requested consideration for passage.

Kern Blackburn made Motion 10-716 to accept the Budget and Appropriation Ordinance No. 10-07-242 as presented. Jill Simmons seconded. The park district's law firm of Hutchison, Anders and Hickey will file said Ordinance with Will and Cook Counties as required.

XI. Committee Reports

A. Maintenance

Mr. Randall reported that 6-8 semi-loads of fibar, a wood mulch product, were received and hand spread throughout the parks. Fibar improves the appearance of the sites, but is primarily utilized as a safety measure under playground equipment.

Swamp oak trees were planted at Indian Boundary and Island Prairie parks. Mr. Randall also noted that all trees planted last season, 300+ species, 2"-2 1/2" caliper, are all doing well.

B. Beautification and Natural Areas

Jim Randall reported that the beautification crew is doing a great job maintaining all natural areas throughout the district.

A 3rd crop of plants are being propagated in the green house, bringing the total number of plants to 16,000-18,000 this season.

The Board agreed to a change of venue for the upcoming Board Meeting. The August 19th meeting will be held at the Island Prairie Park Nature Center building. Jeff Mecher, Audrey Marcquenski, and Julie Arvia will present annual summaries for their respective departments.

Jim Randall reported that the park district was nominated for an EPA award, in recognition of the district's efforts in developing and maintaining natural landscapes.

Staff completed on online application process, and the EPA will schedule a site visit of the Island Prairie Park interpretive gardens and Nature center.

C. Recreation

Jim Randall reported that the summer concerts at the Island Prairie bandshell have been well attended. The next concert, Mr. Meyers, a Jimmy Buffet-style performance, is scheduled for Tuesday, August 3rd.

D. Early Childhood

Jim Randall reported that the Sunshine Pals Play Camp summer program has been successful, with 350 children enrolled during the 2010 season.

E. Internet and Technology

Jim Randall met with the park district's contracted IT specialist, Joe Smulevitz of Logical Technical Industries, to discuss web access at the proposed Crystal Lake Park improvement site. Mr. Smulevitz is proposing enlarging web access throughout the community, via satellite or a repeater that would be installed at the Community Center. This improvement could be revisited at later date.

F. Special Recreation

No report.

G. Finance and Planning

Jim Randall reported that he has instituted a monthly expenditure request form to track individual departmental spending. In addition, Jim line item comparison sheets and Treasurer's Reports will be distributed to department heads on a monthly basis, to allow for improved monitoring of the flow of funds through individual line items.

Jim Randall reported that he anticipates resolution to two outstanding DCEO grant disbursements owed to the park district, \$40,000 dating back to 2007, and \$25,000 from the spring of 2010. Said issues are reported to be on the governor's desk and are scheduled for approval and release in August.

H. Township Planning Commission

Jill Simmons reported that the Commission will meet once per quarter, unless issues are presented that would require consideration.

I. F.A.N.

Jim Randall reported that 18,000 participants utilized the LWN facilities during the last calendar year of operation. LWCHS 210 is happy with the functioning of park district programs and usage.

Jim Randall reported that a Tinley Park cheerleading organization requested usage of the field house, gym and concessions at LWN. The request will not be considered due to the fact that the non-resident organization would prevent resident use of the facility for an entire weekend.

Mr. Randall reported that the park district completed a calendar through the month of December and forwarded it to administrators at LWN. The park district is awaiting release of an LWN calendar to avoid usage conflicts between the two entities.

J. Golf Course

Mr. Randall reported that revenues are equal to the previous year.

Mr. Randall informed the Board that the park district has received \$6,900 in donations to date for the July 17th College Scholarship Tournament.

Mr. Randall reported that the Parent/Child Scramble Golf Tournament is filled, with twenty foursomes registered for this annual event.

XII. Old Business

No old business was discussed.

XIII. New Business

It was decided that President, Pam Kohlbacher, and Commissioner, Jill Simmons, will represent the park district at the upcoming annual NRPA Congress, to be held in Minnesota this fall.

XIV. Adjournment

Ken Blackburn made Motion 10-717 to adjourn the meeting at 7:55 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted,
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
August 19, 2010

The following are Minutes of a meeting and public hearing of the Frankfort Square Park District Board of Commissioners held at the Island Prairie Park Nature Center, 7530 W. Braemar Lane, Frankfort, Illinois.

I. Call to Order

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

II. Oath of Office

Newly appointed Commissioner, Jeff Libowitz was sworn in as a voting member of the Frankfort Square Park District Board of Commissioners following a unanimous vote conducted during the July 15, 2010 Park Board Meeting, (*ref. Sect. X, Executive Director's Report, Motion 10-714*).

III. Pledge of Allegiance

IV. Roll Call

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

Also present were: Park District Staff
Julie Arvia, Superintendent of Natural Areas and Beautification
Audrey Marcquenski, Superintendent of Recreation
Jeff Mecher, Superintendent of Parks
Cheryl Martin, Superintendent of Early Childhood
Sharon Koczor, Early Recreation Teacher
Tom Chrusciel and Pat Sullivan, Seasonal Maintenance Staff
Beautification Staff Members

Absent was: Ken Blackburn was in attendance until 8:00 p.m.

V. Public Input

No members of the public were present for input.

VI. Correspondence

The following items were presented for Board review:

A. APPRECIATION

1. Letter directed by American Legion Post 1102 Commander, expressing appreciation for the provision of the Union Creek Park picnic shelter and park staff assistance for their annual picnic.
2. Letter from Jackie Keenan, Athletic Supervisor John Keenan's wife, expressing appreciation for accommodating a medical leave request. Mrs. Keenan also commended the FSPD for its unique programs and facilities, i.e. the Nature Center and interpretive garden that she toured following a recent Island Prairie Park bandshell summer concert.

3. Thank you note from Nick Wozniak, a 2010 College Scholarship recipient.
4. Thank you note from Mary Kruzel, expressing appreciation to Jim Randall for allowing her temporary use of the dog park.
5. E-mail from Bob Wills, expressing appreciation for the professionally managed adult basketball opportunity provided through the F.A.N. program.
6. E-mail from a resident commenting on the positive experience enjoyed during her Splash Park rental, and offering high praise for the staff attendant, Julianna King, who was instrumental in the success of the party.

B. INFORMATIVE

1. Biographical entry published in Chicago in 1890, referencing Joseph Hunter, Sr., an original settler in Frankfort Square, whose family donated parcels of land to the park district enabling establishment of Hunter Prairie and Community Parks.
2. Letters from Donald J. Hunter, great grandson of Joseph Hunter Sr., approving use of biographical piece and sketch provided by his family. Framed version of edited biographical piece and sketch of original homestead is displayed in the park district's board room.

VII. Presentation of the July 15, 2010 Board Meeting Minutes

Jill Simmons made Motion 10-718 to accept the July 15, 2010, Board Meeting Minutes as presented. Dave Macek seconded, Jeff Libowitz abstained. Motion carried.

VIII. Legal Report

Secretary Jim Randall presented General Limited Park Bonds documentation provided by bond counsel, Chapman and Cutler for the passage of the district's annual abatement, per ordinance, requesting approval to execute an order calling a public hearing on September 16, 2010 concerning the intent to sell \$106,000 General Limited Obligation Park Bonds.

Jill Simmons made motion 10-719 approving the execution of an order calling a public hearing concerning the intent to sell \$106,000 General Obligation Park Bonds. Brian Mulheran seconded. Motion carried.

IX. Treasurer's Report

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

Dave Macek made Motion 10-720 to accept the Accounts Payable Listing, pending audit. Brian Mulheran seconded, Jeff Libowitz abstained. Motion carried.

Jim Randall reported that the approved transfer of funds to the recreation and golf course funds, (*ref. July 15 Minutes, Section X. Executive Director's Report, Motion 10-713*) was completed. Additional actions, i.e. buying down existing debt via the bond sale and completing various projects on schedule will further improve the district's financial condition.

X. Executive Director's Report

Jim Randall will present a revised budget and request consideration of same during the September meeting.

Jim Randall reported that a claim was filed with ComEd due to a recent outage causing failure of a 10-ton air conditioning unit and subsequent replacement. Two additional 10-ton units have exhibited the same mechanical failures, requiring replacement, and invoices will be forwarded to ComEd for compensation.

Mr. Randall reported that Lighthouse Pointe Park and the athletic fields adjacent to Julian Rogus School, are well underway and both projects should be complete by mid-September.

The annual park tour for Board Members will begin at 6:00 p.m. on September 16th, immediately followed by the normal Board Meeting.

Jim Randall reported that Square Links revenue is down \$10,000-\$15,000 from the previous year, but with a change to debt service, high school team usage and cooler fall weather, the financial condition should improve.

The park district applied for a DCEO grant in the amount of \$25,000 for an existing project, and was approved for funding. Mr. Randall noted the State of Illinois currently owes the district \$65,000, and funds are scheduled to be released in August.

XI. Committee Reports

A. Maintenance

Jeff expressed appreciation to the Board for the opportunity to present a review the maintenance department, noting that the main focus has been on cost saving measures and maintaining existing properties and facilities.

1. Approximately 1,200 yards of fibar was spread throughout parks and playgrounds. This material provides a safe base, helping to ensure the park district takes due care to ensure that playground injuries are minimized.
2. Staff members seal coated 5.5 miles of bike paths and five parking lots, resulting in a cost savings of \$80,000 by not outsourcing this task. The annual applications also add to the long-term life of the pavement.
3. The Lighthouse Pointe Park project is nearing completion, and maintenance crews will seed areas throughout the site.
4. Crews maintain 28 baseball/softball fields on a daily basis.
5. The 14 restrooms located throughout the parks are cleaned daily, including weekends and holidays.
6. The 17 acres of irrigated property are inspected regularly, a process that takes 2 day to complete.
7. Park properties are fertilized with 110 bags of fertilizer on a monthly basis.
8. With record amounts of rainfall, the 9 park district mowers worked to keep up with the demands of this growing season.

9. Jeff commended two seasonal staff members, Tom Chrusciel and Pat Sullivan, noting that their dedication and attention to detail ensure that our parks and community meet the standards residents have come to expect from the FSPD.

B. Beautification and Natural Areas

Julie Arvia thanked the Board and Jim Randall for their leadership in restoration of natural areas and their commitment to the environment which enabled the establishment of the beautification department. Ms. Arvia also commended Jeff Mecher and his maintenance crew for their assistance, in particular Chris Biegel and Neil Kobylarczyk for their work in prescribed burns.

Ms. Arvia's annual report detailed the following highlights:

1. Nature Center demonstration garden planting, consisting of 179 shrubs, 16,830 native plugs and 1.5 acres of native seed mix.
2. Burn training, enabling prescribed burns to be conducted in-house.
3. Annual planting of approximately 3,000 profusion zinnias at all park signs and throughout the district's landscaped areas.
4. Mulch received through the Frankfort Township saved the district \$1,500.
5. Planting of 23,210 native plugs, grown in the Nature Center's greenhouse.
6. The initial greenhouse test planting, the Micro Green Project, enabled the production and donation of 100 pounds of lettuce greens that were donated to Day Break Shelter.
7. Propagation of 31,781 native plugs, conservatively estimated at a value of \$31,781.
8. Development of the Natural Areas Policy and Ordinance.
9. Establishment of the Island Prairie Christmas Bird Count and monthly bird counts.
10. Volunteer opportunities
11. Nature Center programming and monthly open house and tour events
12. Park district assistance with Lincoln-Way North High School's native prairie planting project.
13. Potential utilization of Lincoln-Way East greenhouse.
14. Nomination and completion of Illinois EPA Conservation and Native Landscaping Award application.
15. Involvement with Hickory Creek Watershed Planning Group.
16. Julie introduced her beautification staff members to the Board.

C. Recreation

Audrey Marcquenski reported that her department oversees 800 programs annually, and offered the following annual updates:

1. The Before and After School program is now entering its second year. Cheryl Martin will provide details during her November presentation.

2. Increased enrollment in Summer Day Camp, resulting in a 60% increase in revenue to almost \$50,000.
3. Continued growth of the F.A.N. program at Lincoln-Way North with 1,825 passes issued during the 2009-10 season, and 2,160 paid single-day attendees.
4. Park programming at Lincoln-Way North, i.e. karate, fitness classes, and special events, resulting in 4,643 people participating in these offerings.
5. The FSPD is granted more usage of the LWN pool than any other park district receives at all four Lincoln-Way schools, resulting in 200 hours of pool time, enabling 41 party rentals and 55 family swims.
6. Scheduling of private team usage of Lincoln-Way North facilities, enabling 332 hours of indoor practice space and 152 baseball and softball games this year.
7. Summer concert series at the Island Prairie Park bandshell that included the following performances:
 - SODA, a variety of music enjoyed by adults and children alike, (held indoors at the LWN Performing Arts Center, due to inclement weather).
 - Dave “Elvis” Thomas, performed to an audience of 250
 - Summit Hill summer band
 - Little Nashville, return engagement
 - Mr. Myers, a reggae-style Caribbean rock band

D. Early Childhood

Cheryl Martin addressed the Board for the purpose of acknowledging two special early childhood instructors, Maria Dreon Pennington and Sharon Koczor, commending them for their dedication to the park district and students, creativity in preparing and executing programs, and strong work ethic, going above and beyond to ensure successful execution of programming.

E. Internet and Technology

Jim Randall reported on the addition of FinTrac, a financial component of the RecTrac online registration program. Installation will cost \$25,000, with an additional fee of \$10,000 for implementation and training. The improvement will be completed in the next fiscal year and fully integrate the park district’s online system.

F. Special Recreation

No report

G. Finance and Planning

No report

H. Township Planning Commission

Jill Simmons reported that with no business to discuss, no meeting of the Planning Commission was conducted this past month.

I. F.A.N.

Jim Randall reported that the new season of F.A.N. operation will begin on September 1st.

J. Golf Course

Jim Randall informed the Board that an employee golf outing, organized by Bob Guler, Supervisor of Golf Operations and Kelly VanHyning, Recreation Supervisor, is scheduled for Saturday, October 2nd at 3:00 p.m. Board Members, staff, and spouses are welcome to register, and 100% of the proceeds will subsidize the College Scholarship Program.

XII. Old Business

No old business was discussed.

XIII. New Business

No new business was discussed.

XIV. Adjournment

Jill Simmons made Motion 10-721 to adjourn the meeting at 8:22 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted,
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
September 16, 2010

The following are Minutes of a meeting and BINA public hearing 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: Pam Kohlbacher, Jeff Libowitz, Dave Macek, Brian Mulheran, Jeff Roach, and Jill Simmons.

Ken Blackburn arrived following the public hearing adjournment.

Also present was: Dave Anders, Park District Attorney

IV. BINA Public Hearing

A public hearing was held for the purpose of receiving public comments on the proposal to sell bonds of the district in the amount of \$106,000. A complete copy of the public hearing minutes is attached hereto.

No members of the public were present to provide comments.

Jill Simmons made Motion 10-722 to adjourn the public hearing. Dave Macek seconded. Motion carried.

V. Public Input

No members of the public were present for input.

VI. Correspondence

The following items were presented for Board review:

A. APPRECIATION

1. E-mail from Erika Randall, missionary to Penampang, Malaysia, expressing appreciation for the park district's donation of t-shirts, sent to the school children.
2. Thank you letter from Lana Graser, LWSRA Executive Director, thanking the park district for providing scholarship funds from its special recreation fund enabling a special needs resident to continue participating in the organization's fall adult day care program, Day by Day.

B. INFORMATIVE

1. LWSRA's Day By Day fall program information, detailing events enjoyed by participants.

VII. Presentation of the August 19, 2010 Board Meeting Minutes

Brian Mulheran made Motion 10-723 to accept the August 19, 2010, Board Meeting Minutes as presented. Dave Macek seconded. Ken Blackburn abstained. Motion carried.

VIII. Legal Report

Jim Randall discussed the need to follow-up on the long-standing issue regarding the transfer of a small parcel of property from McDonnell Development to the park district. Dave Anders, Park Attorney, acknowledged that the issue remains on his calendar.

CPA Greg Miller has requested a letter of indemnification from the park district attorney for FYE 4/30/10 audit.

Mr. Randall will forward a notice regarding the upcoming Illinois Association of Park District's legal symposium to Mr. Anders.

Dave Anders will communicate with bond counsel attorney, Lynda Given, from the firm of Chapman and Cutler, regarding the alternate bond issue, scheduled for November, 2010 approval.

VIII. Treasurer's Report

Jim Randall presented the Amended 2010-2011 Operating Budget, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting, and requested consideration of same. Said amendment was required due to the change in debt service and bond sale that was completed in July, 2010, following the passage of the 2010-2011 Operating Budget, *ref. Motion 10-688, April 15, 2010 Board Meeting Minutes*. Mr. Randall further noted that due to the park district is in the best financial condition since the passage of the \$5,000,000 referendum, due to the July bond sale and deferment of debt obligations.

Ken Blackburn made Motion 10-724 to approve the Amended 2010-2011 Operating Budget as presented. Jill Simmons seconded. Motion carried.

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

Ken Blackburn made Motion 10-725 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

X. Executive Director's Report

Jim Randall reported the SSSRA garage construction is complete, and commented that the new facility integrates with the existing administration building and surrounding park site.

Jim Randall reported that the Lighthouse Pointe Park is nearing completion and should be finalized within the next few days.

The 39-acre athletic field adjacent to Julian Rogus Elementary School is 96% complete, with some slight grading at the entrance that remains. Mr. Randall commended the maintenance staff for their efforts in seeding and spreading of 40 loads of biosolids on a timely basis, further noting that grass has already begun to grow at this site.

Mr. Randall presented preliminary renderings of a potential improvement to the clubhouse and maintenance facility at Square Links Golf Course. Said project would only be considered if an 80/20 grant funding source becomes available. The proposed improvement would entail a smaller clubhouse with a picnic shelter, and a separate maintenance building.

The annual park tour was scheduled for November 14, 2010, from 5:30 p.m.-7:30 p.m.

Jim Randall anticipates receiving the completed park district annual audit within two weeks.

Jim Randall reported that an audit of the park district's unemployment insurance resulting in increased premiums due to a reclassification of preschool and office staff will be appealed.

Jim Randall informed the Board that he is considering a re-evaluation of the 191st Street Park grant project due to extensive cost overruns precipitated by permit parameters set by the Army Corps of Engineers and also due to opposition from residents within the service area of the park site. The site could be improved through removal of dead trees and installation of a picnic shelter and benches at a cost of \$26,000 to \$28,000.

Vice President Ken Blackburn agreed that if cost overruns of \$100,000 are anticipated, it would be in the best interest of the district to expend funds where needed.

XI. Committee Reports

A. Maintenance

Jim Randall noted maintenance employees have been overwhelmed with major projects, and that seasonal staff have returned to school.

B. Beautification and Natural Areas

Jim Randall reported that Julie Arvia and her staff have had a successful year, managing the greenhouse and maintaining natural areas throughout the district.

Crews will plant the bioswale at Lighthouse Pointe Park and winterize all landscaped beds throughout the district.

Julie Arvia met with representatives from JF New and Will-South Cook Soil and Water Conservation District to tour the district's native areas. Supplemental information, based on tour discussions, will be added to the Native Management Plan to ensure the document remains current.

C. Recreation

Before and After School Program registration has had a substantial increase in participation.

Mr. Randall reported that one day fall programming is experiencing a higher rate of registration than the six week offerings, possibly due to the current economic climate. Staff will include an increased level of one day programming in the winter/spring brochure to meet this need.

D. Early Childhood

Jim Randall reported that 204 students are enrolled in the Early Learning Center preschool program, but approximately 6-10 students may drop out if they are accepted into the Summit Hill School District's at-risk Preschool for All program.

E. Internet and Technology

No report

F. Special Recreation

Jim Randall and Audrey Marcquenski participated in the annual SSSRA's golf outing on September 16th, and Mr. Randall reported that the organization raised approximately \$10,000 through this event.

G. Finance and Planning

Jim Randall reported that due to the alternate financing currently in place, the operating budget has increased flexibility which will serve the district well with the uncertainty in the EAV and anticipated downturn in property tax proceeds.

H. Township Planning Commission

Commissioner Jill Simmons reported that no zoning issues have been presented over the past year. Members of the commission will be forwarding a letter to Frankfort Township in order to discern the role and ascertain proper procedures of the committee.

I. F.A.N.

Jim Randall reported that F.A.N. participation remains strong, further noting that during the previous season, 18,000 users were served by this program.

Mr. Randall and park district staff continue to work with Lincoln-Way North staff to receive the school's calendar information in order to properly schedule all agreed upon park district and community group usage of the facility.

J. Golf Course

No report

XII. Old Business

No old business was discussed.

XIII. New Business

Mr. Randall reported that filing petitions for the April 5th Consolidated Elections will be available through the park district beginning September 21, 2010. A legal ad informing the public of this matter will be published in the September 19th edition of the *Herald News*.

XIV. Adjournment

Ken Blackburn made Motion 10-726 to adjourn the meeting at 8:00 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted,
Linda Mitchell

MINUTES of a regular public meeting of the Board of Park Commissioners of the Frankfort Square Park District, Will and Cook Counties, Illinois, held at the Park District Administration Building, 7540 Braemar Lane, Frankfort, Illinois, in said Park District at 7:00 o'clock P.M., on the 16th day of September, 2010.

* * *

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

The following Park Commissioners were allowed by a majority of the members of the Board of Park Commissioners in accordance with and to the extent allowed by rules adopted by the Board of Park Commissioners to attend the meeting by video or audio conference: None.

No Park Commissioner requested to attend the meeting by video or audio conference.

The following Park Commissioners were absent and did not participate in the meeting in any manner or to any extent whatsoever: Ken Blackburn (arrived after the Public Hearing was adjourned).

At 7:00 o'clock P.M., the President announced that the next agenda item for the Board of Park Commissioners was a public hearing (the "*Hearing*") to receive public comments on the proposal to sell \$106,000 General Obligation Limited Park Bonds (the "*Bonds*") for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, for the payment of outstanding obligations of the District, and for the

payment of the expenses incident thereto, and explained that all persons desiring to be heard would have an opportunity to present written or oral testimony with respect thereto.

The Executive Director/Secretary opened the discussion and explained that the reasons for the proposed issuance of the Bonds were as follows: To provide facilities and/or payoff any outstanding debt over the course of the next fiscal year.

Whereupon the President asked for additional comments from the Park Commissioners. Additional comments were made by the following:

None.

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

None.

Whereupon the President asked for oral testimony or any public comments concerning the proposed issuance of the Bonds. Statements were made by the following:

None.

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

Park Commissioner Jill Simmons moved and Park Commissioner Dave Macek seconded the motion that the Hearing be finally adjourned.

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

Upon the roll being called, the following Park Commissioners voted AYE: Jeff Libowitz, Dave Macek, Brian Mulheran, Jeff Roach, Jill Simmons, and Pam Kohlbacher.

The following Park Commissioners voted NAY: None.

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

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

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



Secretary, Board of Park
Commissioners

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

Absent was: Brian Mulheran and Jeff Roach.

IV. Public Input

No members of the public were present for input.

VI. Correspondence

The following items were presented for Board review:

A. INFORMATIVE

1. E-mail from SSSRA Executive Director, Janet Porter, regarding the completion of the new garage facility.
2. E-mail exchange concerning the establishment of a formalized intergovernmental agreement between the Frankfort Square Park District and the Village of Tinley Park.

B. LETTERS OF SUPPORT

1. Letters of support from community groups for the PARC grant application, enabling the construction of a new clubhouse/maintenance garage at Square Links Golf Course.

B. APPRECIATION

1. E-mail from U. of I. student expressing appreciation to staff for assistance with her study of the FSPD to complete University of Illinois Parks & Tourism coursework.

VII. Presentation of the September 16, 2010 BINA Public Hearing Minutes and September 16, 2010 Board Meeting Minutes.

Ken Blackburn made Motion 10-727 to accept the September 16, 2010, Board Meeting Minutes as presented. Dave Macek seconded. Motion carried.

VIII. Legal Report

Jim Randall presented an Intergovernmental Agreement for Use of Lincoln-Way High School Facilities, and requested approval and execution of same. Said agreement has a term of fifty-seven months, terminating on June 30, 2015.

Ken Blackburn made Motion 10-728 to enter into the Intergovernmental Agreement for Use of Lincoln-Way High School Facilities as presented. Jill Simmons seconded. Motion carried.

Jim Randall presented the executed Village of Tinley Park Parking Lot Regulation Agreement Ordinance No. 2010-O-034/FSPD Ordinance No. 07-01-204, an agreement approving parking lot regulations for Union Creek Park, Hilda Walker School, and the SSSRA Administrative Office, and requested consideration of same.

Ken Blackburn made Motion 10-729 to formally adopt the executed Village of Tinley Park Parking Lot Regulation Agreement Ordinance No. 2010-O-034/FSPD Ordinance No. 07-01-204, as presented. Dave Macek seconded. Motion carried.

VIII. Treasurer's Report

Jim Randall reported that line item transfers previously approved to fund historically problematic accounts are reflected in the September Treasurer's Report.

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

Jill Simmons made Motion 10-730 to accept the Accounts Payable Listing, pending audit. Jeff Libowitz seconded. Motion carried.

X. Executive Director's Report

Jim Randall reported that Lighthouse Pointe Park construction is complete. A final packet will be forwarded to the IDNR in November, and Mr. Randall anticipates grant fund reimbursement will be received in late December or early January.

Jim Randall will update Board Members upon receipt of plan revisions for the 191st Street Park site.

Petitions and letters of support will be included in the PARC grant application for the proposed improvements to the Square Links clubhouse and maintenance garage. Mr. Randall noted that this grant opportunity is highly competitive, and if the initial application is denied, the park district can reapply in the next grant cycle.

No information is available regarding funding of the 2011 OSLAD grant. Mr. Randall remains hopeful that the park district's application for improvements at Crystal Lake Park will be considered.

The park district is still waiting for grant proceeds from State of Illinois legislative grants totaling \$65,000 for two separate grant projects.

Jim Randall reported that Julie Arvia completed water quality testing at Woodlawn Park pond, the site of the recent fish kill. All levels are within the normal range. The IDNR fisheries biologist stated that reduced oxygen levels may be responsible for this normal occurrence. In an effort to inform the public, notices were posted at the site, letters were delivered to homes within the immediate service area of the park, and the local press covered the story.

Jim Randall anticipates FinTrac will be installed in January, 2011, and the program will be tested for one year prior to going online.

CPA Greg Miller forwarded a preliminary draft of the audited 2009-2010 financial statements, and he is completing necessary filings. Jim Randall will forward final drafts of the annual audit to Board Members when complete.

Jim Randall was contacted by Chris King, President of Robinson Engineering, regarding an environmental grant that could provide improvements to the baseball field facility on St. Francis Road. The Illinois Green Infrastructure Grant could provide an 80%-20% match, enabling installation of a permeable paver parking lot, detention basin/native plantings/bio-swale, improved site drainage, tree planting, minor wetland restoration/rain garden with interpretive signage, and a green roof picnic shelter with rain barrels. The deadline for the grant application is December 15, 2010.

XI. Committee Reports

A. Maintenance

Jim Randall reported that the maintenance staff has been busy with winterization projects, aerovation, plug mulching, and winter prep of ball diamonds, in addition to normal duties.

Crews have also been repairing damage to the Indian Trail picnic shelter roof.

Jim Randall is exploring the idea of installing fixed garbage cans next to picnic shelters to discourage vandals from using portable units to gain access to picnic shelter roofs.

B. Beautification and Natural Areas

Beautification crews are putting final touches on natural and planted areas throughout the district.

Jim Randall reported that the Village of Frankfort may replace native plantings from village-owned islands in the Lighthouse Pointe subdivision to a more traditional landscape, per resident request. As previously agreed upon, the park district will no longer maintain the islands in perpetuity for the village, if the original design was revised. The park district will attempt to salvage healthy plant stock after removal.

C. Recreation

Jim Randall reported that participation for the upcoming Halloween Party is down.

Various recreation programs, i.e. BAS, preschool, Halloween Party, have been enjoying hayrides, courtesy of the maintenance department.

D. Early Childhood

Jim Randall reported that the sixth session of the ELC's 3-year old class was cut due to the number of children that were approved for the SHSD 161 Free Preschool for All Program. Remaining students were placed in other sessions, and teachers from the dissolved class were given an option to work the BAS program to maintain hours.

Jim Randall informed the Board that the ELC registration deposit will be raised from \$50 to \$75, and once the school year begins, the deposit will be non-refundable. The change was necessitated by the amount of work required to restructure the program once the free preschool is approved after the start of the school year.

E. Internet and Technology

No report

F. Special Recreation

The new garage is complete, and SSSRA vans now occupy the space.

G. Finance and Planning

Jim Randall reported that the annual alternate bond sale will be completed at the November Board Meeting. Documents will be forwarded to Board Members for review prior to passage.

Bob Guler, Cheryl Martin, and Deb Cancialosi will present annual reports during the November Board Meeting.

The Oak Forest biology class will present water quality test results from Bartel and Island Prairie ponds at the November Board Meeting.

Jim Randall consulted with Lynda Given, Bond Counsel for the firm of Chapman and Cutler, regarding the legality of securing interest-only grant fund loans. Ms. Given agreed to work with the park district if grant awards necessitate this type of funding vehicle.

H. Township Planning Commission

Jill Simmons reported that a meeting of the Planning Commission is scheduled for December, unless zoning issues precipitate the scheduled meeting date.

I. F.A.N.

Jim Randall reported that the F.A.N. program continues to do well, with active participation in all areas.

Jim Randall led a discussion regarding issues of group usage for LWN facilities and fields by outside groups. The park district may consider charging out-of-district groups for usage, noting that surrounding communities charge up to \$80 per hour for field usage. Due to this fact, many groups do utilize their communities, but submit request to the park district for free usage.

J. Golf Course

Although play has picked up over the last month, with October 2010, \$7,000 above the October, 2009, figure, Jim Randall noted that revenues are still \$21,000 to \$22,000 below last season. The course will remain open as long as possible, with hopes that good weather will increase revenue levels. Currently, daily receipts average between \$500-\$900, and limited staff at the end of the season further reduce operating costs. A financial report will be presented during the November meeting.

XII. Old Business

No old business was discussed.

XIII. New Business

President Pam Kohlbacher proposed the idea of naming new parks in honor of individual who were very supportive of the Frankfort Square community. A discussion regarding potential individuals and ways in which commemoration could be incorporated, and the Board agreed to visit the issue during subsequent meetings.

XIV. Adjournment

Ken Blackburn made Motion 10-731 to adjourn the meeting at 7:35 p.m. Jill Simmons seconded. Motion carried.

Respectfully submitted,
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
November 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 7:00 p.m.

II. Pledge of Allegiance

III. Roll Call

Present were Commissioners: Pam Kohlbacher, Ken Blackburn, Jeff Libowitz, Dave Macek, Jeff Roach (*arrived 7:10 p.m.*), and Jill Simmons.

Absent was: Brian Mulheran

Also present were:

Dave Anders, Park District Attorney

Park District staff:

Cheryl Martin, Superintendent of Early Childhood Programming

Deb Cancialosi, Superintendent of Internet and Technology

Robert Guler, Supervisor of Golf Operations

JoAnn Kraft, Office Manager

IV. Public Input

No members of the public were present for input.

V. Correspondence

The following items were presented for Board review:

A. APPRECIATION

1. Letter from Lincoln-Way High School's Foundation for Educational Excellence, thanking the park district for its continued support of their annual fundraiser through the donation of a golf-themed gift basket.

B. COMPLIMENTARY

1. E-mail from parent of an ELC student commending Cheryl Martin, Superintendent of Early Childhood Programming, and her staff for the quality preschool program and caring staff.

VI. Presentation of the October 21, 2010 Board Meeting Minutes.

Ken Blackburn made Motion 10-732 to accept the October 21, 2010, Board Meeting Minutes as presented. Jill Simmons seconded. Motion carried.

VII. Legal Report

Jim Randall presented the Annual Abatement Ordinance No. 10-11-243 abating the tax hereto levied for the year 2010 to pay the principal of an interest on General Obligation Park Bonds (Alternate Revenue Source), Series 2010, 2009, 2003, and 2002, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting, and requested consideration of same. A complete copy of the Minutes and Ordinance is attached hereto.

Jim Randall presented Ordinance No. 10-11-244 providing for the issue of General Obligation Limited Tax Park Bonds, Series 2010A, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting, and requested consideration of same. A complete copy of the Minutes and Ordinance is attached hereto.

Ken Blackburn made Motion 10-733 to adopt the Annual Abatement Ordinance No. 10-11-243 and General Obligation Limited Tax Park Bonds, Series 2010 A Ordinance No. 10-11-244 as presented. Dave Macek seconded. Motion carried.

Park Attorney, Dave Anders, attended the 2010 IAPD Legal Symposium on November 4th, and offered the following highlights that may pertain to the park district:

1. Per the Health Reform Act, seasonal employees may be considered full time and be eligible for benefits. Jim Randall noted that the number of hours per week scheduled for seasonal employees falls below the minimum requirement for benefit eligibility.
2. The park district will eventually be required to disclose the premiums paid per employee as this benefit is scheduled to become taxable income.
3. The Family Medical Leave Act is not for biological families only. Jim Randall noted the issue is addressed in the park district's personnel policy manual.
4. General use ordinance samples are available on the IPRA website.
5. A policy regarding disclosure notices should be drafted for employees and elected officials when utilizing the social media, i.e. Facebook, Twitter, etc. Jim Randall noted that the park district does not utilize social media.
6. When receiving FOIA requests, the park district can seek approval from the PAC officer if unsure about matters of invasion of privacy.

VIII. Treasurer's Report

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

Jeff Libowitz made Motion 10-734 to accept the Accounts Payable Listing, pending audit. Jill Simmons seconded. Motion carried.

IX. Executive Director's Report

Jim Randall included sufficient information in his monthly Board report.

X. Committee Reports

A. Maintenance

Mr. Randall reported that maintenance crews are conducting normal winterization of outdoor facilities.

Maintenance has been working with the FSBL to complete improvements to park district baseball fields. Mr. Randall noted that 150 tons of dirty granite was ordered through Kafka Granite that will be applied to the infields.

B. Beautification and Natural Areas

Minor repairs to the Island Prairie greenhouse are complete.

Julie Arvia cleaned and sanitized the greenhouse in preparation for the Micro Greens Project.

The park district received a donation of thirty-three 3" caliper Locust trees from Greener Gardens Sod Farm. The trees will be healed in at the golf course over the winter, and planted throughout the district in the spring of 2011.

C. Recreation

Jim Randall reported that the winter/spring brochure will be delivered to residents on or about December 15th.

D. Early Childhood

Cheryl Martin, Superintendent of Early Childhood Programming, thanked the Board for the opportunity to provide the following annual updates:

1. Father's Day Feasts were added to the preschool Thanksgiving celebrations, and two annual 4-year old events enjoyed new venues last year; the Christmas shows were performed at the LWN Performing Arts Center, and one class was able to hold graduation exercises in the Island Prairie bandshell.
2. There was a need to restructure the preschool program due to a staff change and the loss of students to the free Preschool for All Program, offered through SHSD 161. Mrs. Martin commended her staff for the professional manner displayed throughout the changes encountered, noting the students were transitioned very well.
3. The summer and fall brochures offered 136 early childhood programs. The Sunshine Pals Play Camp was the most popular, with enrollment increasing from 247 students in 2009 to 318 in 2010.
4. The Before and After School Program continues to grow, with 77 students enrolled and twenty-three staff members employed. Mrs. Martin noted that due to the size of the program, all park district staff are involved to ensure a safe and happy environment is provided.

E. Internet and Technology

Deb Cancialosi, Superintendent of Internet and Technology, spoke about FinTrac, the next software package the park district will invest in, and the benefits it will provide.

1. FinTrac is the next phase of software that operates as a companion to the park district's RecTrac registration software.
2. The general ledger includes operation statements, balance sheets, and transaction history.
3. Purchase orders will be incorporated into accounts payable and general ledger to ensure accurate bookkeeping.
4. An automated time management and employee scheduling system will be available through Time Management, and the accountant would access records directly from the software, eliminating the need to send hard copies of time sheets to the off-site accountant.
5. Payroll accounting would accommodate automatic or manual check writing, W-2 processing, direct deposit, and ACH file transfers.

F. Special Recreation

No report

G. Finance and Planning

Jim Randall reported that the first Cook County distribution was received.

The annual audit was completed and copies were distributed to Board Members. Mr. Randall noted that Greg Miller, CPA from the firm of Wermer, Rogers, Doran and Ruzon completed all necessary filings. Mr. Miller would be available to attend a future Board meeting to discuss the district's financial statements, upon request.

H. Township Planning Commission

A zoning issue was brought before the Commission regarding a request for a variance in Lincoln Estates. The general consensus was that if the issue was approved at the county level, the Commission would concur.

Members of the Commission continue to work towards gaining a better understanding of the group's charter.

I. F.A.N.

F.A.N. continues to be a popular programming choice among residents. Numbers to date exceed last year's entire revenue.

A 5th & 6th grade dance will be held at the LWN field house on Friday, November 19th.

J. Golf Course

Bob Guler, Supervisor of Golf Operations summarized the 2010 season.

1. Although a record for the most revenue in the month of April was set this season, poor weather conditions and the economy resulted in a 6% decrease from the 2009 season.
2. Weekend and weekday rounds were down, but discounted groups, the seniors, ladies, and youth golfers, increased by 2%.
3. Golf specials, i.e. April all-day golf, reduced Twilight golf rates, and the September buy one round, get one round free, increased business.
4. Debt restructuring, cost controls, and lower over-all wages will generate a surplus of over \$50,000 annually for at least the next ten years.
5. The Parent/Child, Youth, and College Scholarship Tournaments were well attended, with \$9,350 raised through the College Scholarship Tournament. This number matched the 2009 record-setting year.
6. The Ladies Wednesday Night League nearly doubled this year, from 17 participants in 2009, to 31 in 2010.
7. Regular activities kept the course busy with group and private lessons, golf camps and outings, SSSRA, a junior high and four high school golf teams, and Andrew P.E. classes.
8. The park district is considering fixed fee memberships, special programs, and additional leagues to increase revenue in 2011.

K. Office

JoAnn Kraft, Office Manager, outlined details for various program registration procedures.

1. Databases must be established in order to register participants. To date, approximately 5,000 households have been entered into RecTrac.
2. The Before and After School Program is entered through the Daycare Registration portion of RecTrac. Various forms, i.e. emergency contact, medical, filed trip permission forms are required. Picture ID cards are provided to each child enrolled in BAS.
3. BAS registrations are double-checked, to ensure the accuracy of weekly rosters.
4. F.A.N. memberships consist of 63 family, 11 couples, 18 single, and 4 senior passes. Residency of registrants must be determined via three forms of identification, required by Lincoln Way High School District 210.
5. To date, 122 dogs are registered at Simba and Nala's Dog Park. In addition to registering the family members and dogs, staff must verify and track shot records to ensure all are up-to-date.
6. During this past fiscal year, May 1, 2009-April 30, 2010, a total of 17,337 registrations have been received, 57% online, and 43% were done through the front office.

XII. Old Business

No old business was discussed.

XIII. New Business

No new business was discussed.

XIV. Adjournment

Ken Blackburn made Motion 10-735 to adjourn the meeting at 7:49 p.m. Jill Simmons seconded. Motion carried.

Respectfully submitted,
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
TRUTH IN TAXATION HEARING MINUTES

December 6, 2010

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: Jeff Libowitz.

III. Public Hearing

Ken Blackburn made Motion 10-736 to open the Truth and Taxation Hearing for Tax Levy Ordinance No. 10-12-245. Jill Simmons seconded. Motion carried.

No member of the public were present for input

IV. Adjournment

Ken Blackburn made motion 10-737 to close and adjourn the Truth in Taxation Hearing at 7:00 p.m. Dave Macek seconded. Following a vote by voice, motion passed.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

December 6, 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: Jeff Libowitz.

IV. Public Input

No members of the public were present for input.

V. Correspondence

No correspondence was presented.

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

Ken Blackburn made Motion 10-738 to accept the November 18, 2010 Board Meeting Minutes as presented. Dave Macek seconded. Brian Mulheran abstained. Motion carried.

VII. Legal Report

Jim Randall reported that Park Attorney, Dave Anders completed necessary bond filings for Tax Abatement and General Obligation Park Bond Ordinances that were approved during the November 18, 2010 Board Meeting, *ref. Sect. VII, Legal Report, Motion 10-733*.

VIII. Consideration of Tax Levy Ordinance No. 10-12-245 for fiscal year 5/1/10-4/30/11

Secretary, Jim Randall read Tax Levy Ordinance No. 10-12-245 for fiscal year 5/1/10-4/30/11 into the record, requesting passage of same.

Mr. Randall noted there may be an overall decrease between 6%-8% for the next year, with a 10% decrease in EAV. Property tax bills may reflect an increase in the percentage rate, but overall contributions to the park district will be at or below current levels.

Ken Blackburn made Motion 10-739 to adopt Tax Levy Ordinance No. 10-12-245 for fiscal year 5/1/10-4/30/11, as presented. Jill Simmons seconded. Motion carried; no discussion.

IX. Treasurer's Report

Due to the early scheduling of the December meeting, the Treasurer's Report was not available for consideration. Action regarding said report will be postponed until the regularly scheduled January meeting of the Park Board.

Jill Simmons made Motion 10-740 to accept the Accounts Payable Listing, pending audit. Ken Blackburn seconded. Motion carried.

X. Executive Director's Report

Jim Randall reported that the IDNR denied funding for the Crystal Lake Park Improvements OSLAD grant application. The project can be revised and re-submitted for funding consideration in a future grant cycle.

Mr. Randall discussed the new IEPA Permeable Paver grant opportunity that would enable improvements at the St. Francis ball field site.

Robinson Engineering will complete the application and engineering at no cost to the district, unless approved for funding.

Julie Arvia and Linda Mitchell prepared information that will be incorporated into the final application.

The grant would enable the installation of a permeable paver surface parking lot, construction of a picnic shelter, improved drainage at site, and incorporate tree planting and natural plantings to improve quality of water that flows into the Hickory Creek watershed. The 75%-25% match would offer a dramatic visual and environmental improvement to this highly visible entryway to the Frankfort Square community.

Jim Randall presented the latest revision of the 191st Street Park Improvement plans. The original design with a boardwalk through wetlands would require costly site monitoring by the Army Corps of Engineers which could feasibly add \$12,000 to \$50,000 in expenses, greatly exceeding the available grant dollars provided by the IDNR.

The new 191st Street rendering, tentatively approved by the IDNR due to extensive permitting requirements, would incorporate all planned improvements in a 1.5 acre area of the site, and eliminate wetland intrusion.

Board Members were in favor of the revision, which will be presented to residents in the park's service area through information packets delivered to their homes after January 1, 2011. Residents will also be encouraged to provide input during the January 20, 2011 Board Meeting.

XI. Committee Reports

A. Maintenance

Crews have been plowing snow throughout park-owned facilities and school parking lots.

B. Beautification and Natural Areas

Julie Arvia has been attending various meetings to expand learning and networking opportunities, i.e. the Hickory Creek Watershed Group, Grow Food-Economy at JJC, and connects to Stewart Network webinars monthly.

C. Recreation

The annual Lunch with Santa was held at Lincoln-Way North on Saturday, December 4th. This cooperative effort, with the LWN Athletic Boosters, was a well attended, successful event.

D. Early Childhood

The ELC Christmas shows will be performed on the evening of December 15th, at the LWN Performing Arts Center.

E. Internet and Technology

The FinTrac program is scheduled to be installed in late February, 2011.

F. Special Recreation

No report

G. Finance and Planning

Jim Randall reported that the 2011-2012 budget process will begin in January.

H. Township Planning Commission

Jill Simmons reported that no meeting of the Commission was held over the past month.

I. F.A.N.

Jim Randall reported that daily pass sales have increased by 4%.

J. Golf Course

Square Links closed for the season.

XII. Old Business

No old business was discussed.

XIII. New Business

No new business was discussed.

XIV. Adjournment

Ken Blackburn made Motion 10-741 to adjourn the meeting at 7:10 p.m.
Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

January 20, 2011

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

I. Call to Order

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

II. Pledge of Allegiance

III. Roll Call

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

Absent was: Ken Blackburn and Jeff Libowitz.

Also present: Park District Attorney, Dave Anders
Consolidated Election Candidates, Anthony Granata and
Craig Maksymiak.
191st Street Park site residents: Elissa and Anthony Kara, Ed
Dikun, and Cassie and Roberto Ramirez.

IV. Public Input

Jim Randall, Executive Director, reviewed the park rendering, revised per excessive permitting requirements imposed by the Army Corps of Engineers, due to wetland intrusion, and public concerns regarding tree removal and a pathway in close proximity to adjacent single family home.

There will be no improvements within the prescribed wetland area, eliminating permitting costs which would exceed the \$400,000 grant funds awarded for this project. Invasives will be treated and dead/dying trees and underbrush will be removed.

The new rendering includes all planned amenities; the community gardens, picnic shelter w/game tables, and horseshoe pits in a ½ acre area of the existing site.

Mr. Randall opened the floor to resident comments and questions, and the following matters were discussed:

Residents were concerned about lighting, parking, and the safety of park users crossing Brookside Glen Drive to access the park site, and whether pets will be allowed.

Mr. Randall reported that safety lighting will be installed under the eaves of the picnic shelter, serving as a vandalism deterrent and will enable police to patrol the site after dark. There are no current plans to install a parking lot, but the issue could be revisited at a later date if deemed necessary. Mr. Randall will contact the Village of Tinley Park to request crosswalk markings. Leashed pets are allowed at all FSPD park sites, and pet owner clean-up is required.

Mr. Randall reported a public bid will be conducted in late-February, contracts awarded in March, and construction will begin soon thereafter. Residents will receive a construction timeline via e-mail.

V. Correspondence

A. APPRECIATION

1. Correspondence received from a park district family, expressing appreciation for the great experiences provided through park district programming for their children and the entire community.
2. Thank you letter received from the Frankfort Township Food Pantry for the donation of 15 bags of fresh salad mix grown and harvested from the Nature Center greenhouse.

B. INFORMATIVE

1. Local press articles in the *Trib Local*, *Frankfort Patch*, and *Southtown Star*, regarding the park district's receipt of the 2010 Conservation and Native Landscaping Award from the U.S. EPA and Chicago Wilderness.
2. E-mail from Sean Doyle, SHSD 161 Board President, inviting the park district to participate in an intergovernmental cooperation panel.

B. CONGRATULATORY

1. Congratulatory notice received from Olivieri Brothers Architects, concerning the 2010 Conservation and Native Landscaping Award recognizing the achievements of the Island Prairie Park Nature Center/Interpretive Gardens.

VI. Presentation of the December 6, 2010 Board Meeting Minutes.

Dave Macek made Motion 11-742 to accept the December 6, 2010 Truth in Taxation Public Hearing Minutes and December 6, 2010 Board Meeting Minutes as presented. Jill Simmons seconded. Motion carried.

VII. Legal Report

Attorney Dave Anders reviewed the ongoing issue of the McDonnell property transfer. The parcel is in trust, and the developer may be unwilling to pay fees and back taxes on the unimproved lot. Mr. Anders believes a settlement of \$1,000 could be negotiated, and Jim Randall, with Board consent, approved paying the necessary fees to bring closure to this longstanding issue.

VIII. Treasurer's Report

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

Jill Simmons made Motion 11-743 to accept the Accounts Payable Listing, pending audit. Brian Mulheran seconded. Motion carried.

IX. Executive Director's Report

Jim Randall reported that final documents, required following the IDNR's grant appraisal of the Lighthouse Pointe Park project, will be forwarded.

Park district staff and Board Members, Pam Kohlbacher and Dave Macek will attend the 2010 Conservation and Native Landscaping Awards ceremony on January 28th, to receive the award, recognizing the Island Prairie Park Interpretive Gardens.

Mr. Randall acknowledged Anthony Granata and Craig Maksymiak, Park Board candidates for the upcoming Consolidated Election.

Mr. Randall scheduled a budget meeting at 6:30 p.m. in advance of the February 17, 2011 Board Meeting. The first draft of the budget will be provided to Board Members in advance of the February meeting.

Jim Randall requested an Executive Session at the conclusion of this evening's meeting to discuss a personnel matter.

Jim Randall recommended delaying the purchase of FinTrac software for one year, enabling the software provider to correct various issues inherent in the new program.

Jim Randall met with firms regarding the creation of a new master plan/survey, but noted that staff will develop a survey internally that can be included in a future brochure.

Mr. Randall reported that several cost-saving measures are being explored, such as a more affordable tri-annual brochure and increased liability deductibles for vehicle and property insurance coverage. The park district's workers' compensation policy will also be re-audited to correct possible errors in employee classification.

The recreation staff is exploring social media, Facebook and Constant Comment as a way to publicize park district news. Neither media site will be interactive.

A new epoxy finish floor will be completed at the Square Links Golf Course clubhouse and maintenance area.

X. Committee Reports

A. Maintenance

Jim Randall reported that the Village of Tinley Park agreed to provide an annual stipend to the park district as compensation for maintenance services provided in Brookside Glen, boulevards on 80th and 88th Avenues, and in the Odyssey subdivision.

Jim Randall reported on the planned improvements at the Lincoln-Way North campus, which will include additional access paths to athletic fields and site lighting of the paths. Lincoln-Way North will fund the proposed improvements.

Maintenance crews have been working to ensure good ice conditions at the Union Creek hockey rink, and the lights have been repaired. The ice rink at Champions Park has been problematic, as the retaining wall around the rink was damaged.

Professional grout cleaning was completed in the preschool restrooms and ceramic tile was re-grouted in the main ELC hallways.

B. Beautification and Natural Areas

Julie Arvia completed a revision of the Natural Areas Management Plan for the 2011 season.

C. Recreation

The Family Faire is scheduled for March 12, 2011 at Lincoln-Way East. Area park districts, churches, and local businesses will participate in this annual family event.

Staff will review the issue of a fee assessment charged to non-community groups requesting field usage.

Jim Randall notified the Board the dance instructor, Jill Feingold, will resign her position this summer, due to a job transfer. A qualified replacement will be hired as soon as possible, enabling Ms. Feingold to work with the individual prior to her resignation.

D. Early Childhood

The Early Learning Center Preschool registration for the 2011/2012 school year will take place on January 29, 2011.

E. Internet and Technology

The park district may purchase a software package that would enable staff to forward individualized e-mail blasts to residents.

F. Special Recreation

The SSSRA is researching options to house the agencies' funds, as their current bank will no longer provide collateral for their existing bank accounts.

G. Finance and Planning

Jim Randall reported that new growth figures are deficient, and property values decreased between 4%-5%. The park district will make necessary budgetary adjustments to prepare for the reduction in property tax revenues.

H. Township Planning Commission

No report.

I. F.A.N.

Jim Randall reported that F.A.N. participation remains strong.

J. Golf Course

Jim Randall and Bob Guler, Supervisor of Golf Operations are working on plans to institute family, individual, and driving range passes for the upcoming season.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Executive Session

Jill Simmons made Motion 11-744 to go into Executive Session. Dave Macek seconded. Motion carried.

A personnel matter was discussed in Executive Session.

Dave Macek made Motion 11-745 to go out of Executive Session. Brian Mulheran seconded. Motion carried.

XIV. Adjournment

Dave Macek made Motion 11-746 to adjourn the meeting at 7:50 p.m. Brian Mulheran seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

February 17, 2011

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, Jeff Libowitz, Dave Macek, and Brian Mulheran.

Absent was: Jeff Roach and Jill Simmons.

Also present: Craig Maksymiak, Consolidated Election Candidate

IV. Public Input

No members of the public were present for input.

V. Correspondence

A. APPRECIATION

1. Letter received from Keith Pain, Superintendent of SHSD 161, commending the park district for its outstanding snow removal at all school facilities during the recent blizzard.
2. Thank you letter sent by Julie Arvia, Superintendent of Beautification and Natural Resources, to teacher and students at St. Cajetan Catholic School regarding donation of milk cartons to use as planter in the greenhouse.

VI. Presentation of the January 20, 2011 Board Meeting Minutes.

Dave Macek made Motion 11-747 to accept the January 20, 2011 Board Meeting Minutes as presented. Brian Mulheran seconded. Ken Blackburn and Jeff Libowitz abstained. Motion carried.

VII. Legal Report

Jim Randall presented an Intergovernmental Agreement by and between the Village of Tinley Park and the Park District regarding provision of and payment for maintenance services, requesting approval of same. Said agreement details jointly undertaken responsibilities relating to maintenance of listed properties that the park district previously agreed to accept ownership and responsibility of, and includes an annual stipend of \$8,500 paid to the park district for services as detailed.

VIII. Legal Report

Jim Randall presented an Intergovernmental Agreement by and between the Village of Tinley Park and the Frankfort Square Park District regarding provision of and payment for maintenance services, requesting approval of same. Said agreement details jointly undertaken responsibilities relating to maintenance of listed properties that the park district previously agreed to accept ownership and responsibility of, and includes an annual stipend of \$8,500 paid to the park district for services as detailed.

Ken Blackburn made Motion 11-748 authorizing the adoption of the Intergovernmental Agreement by and between the Village of Tinley Park and the Frankfort Square Park District as presented. Dave Macek seconded. Following a full and completed discussion, Motion carried.

IX. Treasurer's Report

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

Dave Macek made Motion 11-749 to accept the Accounts Payable Listing, pending audit. Brian Mulheran seconded. Motion carried.

X. Executive Director's Report

Jim Randall requested authorization to move forward with a debt certificate with and 18-month term, 3.5% interest rate in the amount of \$400,000 through Old Plank Trail Community, with funds extended on April 1, 2011, to meet expenses for the 191st Street Park OSLAD grant project. No penalty will be assessed for early repayment.

Ken Blackburn made Motion 11-750, authorizing the Executive Director to move forward with a debt certificate through Old Plank Trail Community Bank as presented. Dave Macek seconded. Motion carried.

Jim Randall reported that the requested re-audit of the park district's workman's comp classification resulted in \$14,000 savings to the district.

Jim Randall is working with the park district's insurance agent regarding a change to automobile deductibles.

An authorizing debt certificate ordinance, *ref. above Motion 11-750* will be presented for consideration at the March Board Meeting.

Arborist, Paul Beebe, Arbor Care, will begin tree removal of unhealthy species at the 191st Street Park development site will begin on Monday, March 7th. An overlay of trees to be removed will be added to the existing site plan and forwarded to residents who live within the park's service area.

Jim Randall requested a budget meeting to be held at 6:30 p.m. on March 17th, in advance of the regular Board Meeting.

The inclusion of staff in the budget has provided a better understanding of the process.

Jim Randall presented a copy of the athletic field usage policy, a copy of which was forwarded to Board Members prior to the meeting for advanced review, and requested consideration of same. Said policy includes a \$25 fee per use for non-resident teams. Use of Lincoln-Way North fields, Frankfort Square Baseball League usage, and park district-sponsored field usage are exempt.

Ken Blackburn made Motion 11-751 to adopt the field usage policy as presented. Jeff Libowitz seconded. Following a full and complete discussion, Motion carried.

The Frankfort Square Baseball League agreed to pay a park district seasonal staff position for exclusive detailed maintenance of their fields for the upcoming season. Jim Randall provided a letter to Craig Maksymiak, FSBL President, outlining the proposal.

An online opinion survey was developed and will be posted online with the release of the summer brochure.

Jim Randall presented a proposed rate structure for Square Links Golf Course passes, a copy of which was provided to Board Members prior to the meeting for advanced review, and requested consideration of same.

Ken Blackburn made Motion 11-752, authorizing the golf pass rate structure as presented. Jeff Libowitz seconded. Following a full and complete discussion, Motion passed.

Mr. Randall noted after the initial year, the issue can be revisited and revised if deemed necessary.

Jim Randall reported that the new floor finish for Square Links clubhouse and maintenance garage is now complete. The four step process was offered at a substantial discount, and will provide a durable, long lasting finish.

Jim Randall reported that the Community Center foyer area will be repainted.

Jim Randall presented the US EPA awards plaque that was awarded to the Island Prairie Park interpretive gardens.

President, Pam Kohlbacher inquired about the GASB process, specifically asking if the fixed asset reports are utilized by park district personnel. Mr. Randall stated that the inventory, conducted annually by Duane Meyers, park district accountant, details all purchases and improvements over \$2,500, and schedules depreciation of older vehicles and equipment. Due to the large document size, staff typically access insurance renewal inventories, which is completed on an annual basis and details vehicles, tools and equipment, and park district properties.

- XI. Committee Reports-Mr. Randall included sufficient information of all departments/committees in his monthly report; no further reports were rendered in session.

A. Maintenance

No report

B. Beautification and Natural Areas

No report

C. Recreation

No report

D. Early Childhood

No report

E. Internet and Technology

No report

F. Special Recreation

No report

G. Finance and Planning

No report

H. Township Planning Commission

Commissioner, Dave Macek, reported that no meeting of the Frankfort Township Planning Commission was conducted over the previous month.

I. F.A.N.

No report

J. Golf Course

XII. Old Business

No old business was discussed.

XIII. New Business

No new business was discussed.

XIV. Executive Session

Ken Blackburn made Motion 11-753 to go into Executive Session. Dave Macek seconded. Motion carried.

A personnel matter was discussed in Executive Session.

Ken Blackburn made Motion 11-754 to go out of Executive Session. Brian Mulheran seconded. Motion carried.

XV. Adjournment

Ken Blackburn made Motion 11-755 to adjourn the meeting at 7:35 p.m. Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

March 17, 2011

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

I. Call to Order

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

II. Pledge of Allegiance

III. Roll Call

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

Absent was: Brian Mulheran

Also present were: Dave Anders, Park Attorney and Craig Maksymiak, Consolidated Election Candidate

IV. Public Input

No members of the public were present for input.

V. Correspondence

The following correspondence was presented for Board review:

A. Appreciation

1. Letter and certificate received from the Tinley Park P.A.W.S. Animal Shelter, expressing appreciation for park district's donation to the organization.
2. Letter from Frankfort Township, acknowledging donation of Micro Greens (salad greens) to the Food Pantry.
3. Letter from Dr. Gardner, LWN Principal, expressing appreciation to Jim Randall and the maintenance staff for assistance with snow removal following the February 2nd blizzard. The park district's efforts contributed to a safer environment for guests of the February 9th Senior Series performance.

VI. Presentation of the February 17, 2011 Board Meeting Minutes

Ken Blackburn made Motion 11-756 to accept the February 17, 2011 Board Meeting Minutes as presented. Dave Macek seconded. Jeff Roach abstained. Motion carried.

VII. Legal Report

Consideration of a Debt Certificate Ordinance

President Pam Kohlbacher presented and Secretary Jim Randall read by title, Ordinance No. 11-03-246, authorizing and providing for an installment purchase agreement for the purpose of paying the cost of capital projects at the 191st Street Park Development site, and providing for the issue of \$400,000 Debt Certificates, Series, 2011.

After a full and complete discussion thereof, Dave Macek made Motion 11-757 to adopt Ordinance No. 11-03-246 as presented. Jill Simmons seconded. Motion carried.

Consideration of an Installment Note Contract Ordinance

President Pam Kohlbacher presented and Secretary Jim Randall read by title, Ordinance No. 11-03-247, authorizing and providing for an installment note contract in the amount of \$43,797.65 with Old Plank Trail Community Bank for the purpose of funding the purchase of a Toro Groundmaster 4000-D.

After a full and complete discussion thereof, Ken Blackburn made Motion 11-758 to adopt Ordinance No. 11-03-247 as presented. Jill Simmons seconded. Motion carried.

Park Attorney, Dave Anders reported on the progress of the long-standing issues involved in the transfer of McDonnell property, *ref. January 20, 2011 Board Minutes, Section VII, Legal Report*. Mr. Anders will ensure no mortgage against the property exists, and will order a title search of the parcel, if deemed necessary.

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 11-759 to accept the Accounts Payable Listing, pending audit. Dave Macek seconded. Motion carried.

Jim Randall reported that the February Treasurer's Report reflected a positive balance, and proactive measures, i.e. alternate financing and reduction in expenditures rectified various fund deficits.

IX. Executive Director's Report

Jim Randall requested Board approval to purchase a new Ford Truck to update the park district's fleet at a cost of \$44,000. Said vehicle would be utilized for fifth wheel trailering and plowing in the winter. An annual Ford Credit lease payment of \$8,000 would replace the vehicle replacement debt that expired with the final purchase of two park vehicles in the fall of 2010.

Ken Blackburn made Motion 11-760 authorizing the purchase of a new Ford Truck as presented. Dave Macek seconded. Motion carried.

Jim Randall reported that bid results for the 191st Street Park Development project came well under the projected budget.

Tree removal at the 191st Street Park site has begun, and although Mr. Randall has fielded some concerns from area residents, the majority of comments have been positive, and residents were kept current with all planning phases of the project via email and mass mailings.

Jim Randall discussed contracting with an outside cleaning service for the Community Center.

Jim Randall sought Board approval to amend the current health insurance benefit provided to full time employees. The coverage would provide 80/20 copay with a \$2,950 deductible for singles, and a \$5,900 deductible for families. The amended coverage would provide a net savings of 1.1% to the district.

Ken Blackburn made Motion 11-761, authorizing the amendment to health insurance benefits as presented. Dave Macek seconded. Motion carried.

Jim Randall reported on a change in coverage, whereby the park district will self-insure for losses to equipment valued at less than \$5,000. Catastrophic coverage will be maintained, and liability will not be reduced.

Jim Randall reported that following the receipt of \$400,000 in OSLAD grant funds for the Lighthouse Pointe Park Development project, the debt has been repaid.

The district currently has two outstanding grant applications, and Jim Randall remains optimistic about the EPA grant for improvements to the St. Francis ballfield site, but does not believe sufficient funding exists to provide a grant for the Square Links clubhouse/maintenance garage project.

Jim Randall reported that twenty-eight college scholarship applications have been received, and Pam Kohlbacher, Jill Simmons, and Dave Macek agreed to serve on the scholarship judging committee.

Jim Randall reported that an executed copy of the intergovernmental agreement with the Village of Tinley Park has been received and placed on file, *ref. February 17, 2011 Minutes, Motion 11-748, Sect. VIII., Legal Report.*

X. Committee Reports

A. Maintenance

Crews have begun spring clean-up of parks throughout the district, and baseball fields are now ready for practices.

Jim Randall reported on the operation of a tub grinder, taking waste landscape material and recycling into mulch that will be stored at Indian Boundary South Park and used throughout park sites. This cooperative effort with the Frankfort Township Road District could net the park district an annual savings that could exceed \$20,000.

B. Beautification and Natural Areas

The micro greens project has supplied several pounds of lettuce to the Frankfort Township Food Pantry. The township normally receives non-perishable items, and is grateful for this healthy option made available to patrons of the Food Pantry.

Seasonal staff members have returned, and are busy with spring-clean up throughout the district.

Julie Arvia has been successful in securing volunteers, and the majority of whom are individuals from Master Gardener programs seeking to complete requirements of their courses.

C. Recreation

The new environmentally-friendly summer brochure will be delivered to residents on or about March 24, 2011.

The online survey can be linked through the park district's website, and will provide future direction and be used as a tool to prepare the next Master Plan, in-house.

Park district staff represented the FSPD at the annual Family Faire, held at Lincoln-Way East on Saturday March 12, 2011.

D. Early Childhood

Jim Randall reported that registration for the 2011/2012 school year is going well.

E. Internet and Technology

Jim Randall reported that two new computers were installed, replacing older equipment.

F. Special Recreation

No report

G. Finance and Planning

Work continues on the 2011/2012 budget, and the next budget meeting is scheduled for April 21st at 6:30 p.m., in advance of the Board Meeting.

H. Township Planning Commission

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

I. F.A.N.

Participation in the F.A.N. program continues to be strong, but Mr. Randall noted that attendance historically decreases in April.

The F.A.N. schedule will be reduced to 2-3 days over the summer months, as participation declines.

J. Golf Course

Jim Randall reported that the golf course is ready to open and the greens have been mowed. Square Links will officially open on April 1st, however if 2-3 days of good weather conditions exist, the course could open earlier.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

XIII. Executive Session

Ken Blackburn made Motion 11-762 to go into Executive Session. Dave Macek seconded.

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

Ken Blackburn made Motion 11-763 to go out of Executive Session. Dave Macek seconded. Motion carried.

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March 17, 2011
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XIV. Adjournment

Ken Blackburn made Motion 11-764 to adjourn the meeting at 8:30 p.m.
Dave Macek seconded. Motion carried.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING

April 21, 2011

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

I. Call to Order

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

II. Pledge of Allegiance

III. Roll Call

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

Also present were: Craig Maksymiak and Anthony Granata, newly elected Park Board Commissioners.

IV. Public Input

No members of the public were present for input.

V. Correspondence

No correspondence was presented.

VI. Presentation of the March 17, 2011 Board Meeting Minutes

Jill Simmons made Motion 11-765 to accept the March 17, 2011 Board Meeting Minutes as presented. Dave Macek seconded. Brian Mulheran abstained. Motion carried.

VII. Legal Report

Consideration of a Work Contract Ordinance

President Pam Kohlbacher presented and Secretary Jim Randall read by title, Ordinance No. 11-04-248, identifying work contracts to an Installment Purchase Agreement for the 191st Street Park Development project, *ref. March 17, 2011 Board Minutes, Sect VII. Legal Report, Motion 11-757.*

After a full and complete discussion thereof, Jeff Libowitz made Motion 11-766 to adopt Ordinance No. 11-04-248 as presented. Jill Simmons seconded. Motion carried.

VIII. Treasurer's Report

Jim Randall presented the Final Draft of the 2011/2012 Operating Budget, a copy of which was provided to Board Members for review prior the April meeting, and requested consideration of same.

Jim Randall noted that the current balance shows dramatic improvement, and the debt restructuring resulted in an excellent financial condition for the district.

Jill Simmons made Motion 11-767 authorizing the adoption of the 2011/2012 Operating Budget as presented. Jeff Libowitz seconded. Motion carried.

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

Jeff Libowitz made Motion 11-768 to accept the Accounts Payable Listing, pending audit. Jill Simmons seconded. Motion carried.

IX. Executive Director's Report

Jim Randall anticipates receiving official Consolidated Election results from Will and Cook Counties on or about April 26th. The Oath of Office will be administered during the May 19th Board Meeting.

Jim Randall asked all outgoing and current Board Members to meet at 6:00 p.m. on May 19th, in advance of the regular Board Meeting, to take photographs and register for park district I.D. cards.

The Village of Tinley Park approved a permit for the 191st Street Park Development site. Mr. Randall will negotiate a reduction of the \$8,031 permit fee.

Jim Randall provided updates on the 191st Street Park construction, anticipating site excavation to begin in early spring and completion by July 4, 2011.

Jim Randall is working with Lincoln-Way North to provide improvements at the schools athletic fields. Amenities including security lighting, fencing, accessible paths, and solar lighting have been approved by the school's administration. The park district will provide logistical support and jointly apply for an energy grant through Illinois Clean Energy, but 98.8% of the estimated \$70,000 in costs will be paid for by Lincoln-Way. Said project will dramatically improve accessibility to the sports complex.

The College Scholarship judging committee completed scoring of the twenty-eight scholarships received, and nine high school seniors will be awarded \$1,000 scholarships during the LWN Senior Honor's Night event, held on May 17, 2011.

The April 14th Easter Egg Hunt and Lunch With the Bunny special events went well, with 400+ attending the hunt. Recreation staff will work to reformat these popular offerings in 2012.

The newly instituted membership pass program at Square Links assisted in maintaining a revenue stream, as early season inclement weather conditions have hampered play at the course.

X. Committee Reports

A. Maintenance

Park Superintendent, Jeff Mecher recently attended the NRPA Certification Course, Playground Safety Inspection Course for recertification.

The main focus of the maintenance department has been on maintaining ball fields throughout the district.

The administration building's foyer was repainted over spring break.

B. Beautification and Natural Areas

Crews successfully completed spring prescribed burns at various park district locations.

Julie Arvia, Superintendent of Beautification and Natural Areas, secured a donation of 1,500 native plant seedlings from Kankakee Nature Conservancy.

Two beautification staff members completed herbicide training and will receive a chemical operator's license.

C. Recreation

A new dance instructor, Donette Cannonie, was hired to replace the outgoing instructor, Jill Feingold. Ms. Cannonie will work with Jill and be introduced to dance program families during the annual May 14th Dance Recital.

Twenty-four teams are registered in the adult summer softball league.

Participation is down in the girls softball program. Low enrollment resulted in dropping the 6th-8th grade levels, and Mr. Randall cited the increased demand for more competitive play offered through the growing number of travel teams in the area.

D. Early Childhood

The ELC preschool is preparing for their end-of-year events, with Mother's Day Teas, picnics, and graduation practices.

E. Internet and Technology

To date, the park district's Facebook account has seventy-one "friends".

The Board approved Jim Randall's request for distribution of I.D. passes for Commissioners and full-time staff, enabling usage of F.A.N. and the golf course.

F. Special Recreation

The park district will work with its bond counsel to extend alternate bonds to fund final payout on an outstanding SSSRA bond issue.

G. Finance and Planning

Jim Randall noted the passage of the 2011-2012 Operation Budget *ref. Motion 11-767*, and commented on the outstanding financial position of the district.

H. Township Planning Commission

Commissioner, Jill Simmons reported that no zoning issues were addressed by the Planning Commission this past month.

I. F.A.N.

Jim Randall reported that great participation numbers for the year, along with minimal expenses, have resulted in recouping the park district's original investment in the program.

J. Golf Course

Forty-seven membership passes have been sold to date.

The course is in great shape, but since opening for the season on April 1st, there have only been four days of good, playable weather conditions.

XI. Old Business

Jim Randall met with representatives from the Wildcats Football Organization, and discussed lighting of practice fields. Mr. Randall will assess the lights the park district received last year through the Naperville Park District and determine cost to certify the fixtures. There is power at Champions Park, and the district can expand the practice area, utilizing green space near the reclamation plant.

Permanent lower pole lighting could be installed at Union Creek Park fields, and Mr. Randall will contact the Village of Tinley Park to determine feasibility, and conduct a public meeting to allow resident input on the matter.

Jim Randall will provide background information to new Board Members regarding the lily pad issue in park district-owned Brookside Glen basins.

XII. New Business

No new business was discussed.

XIV. Adjournment

Jill Simmons made Motion 11-769 to adjourn the meeting at 7:32 p.m.
Jeff Libowitz seconded. Motion carried.

Respectfully submitted:
Linda Mitchell