

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

May 20, 1998

The following are minutes of a meeting 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 7:31 p.m.

II. Roll Call

Present were: Mark Bickel, Ken Blackburn, Jeff Libowitz, Bob Murphy, Dennis Persic and Jack Williams. Pam Kohlbacher arrived at 7:52 p.m.

III. Public Input

Kathy Zemovich, Summit Hill SCO President, reviewed SCO activities for the upcoming park sponsored Festival.

IV. Presentation of the April 15, 1998 Minutes

Motion 99-304 was made by Ken Blackburn, seconded by Jack Williams, to accept the April 15, 1998 minutes as presented. Motion passed unanimously.

V. Election of Officers

Motion 99-305 was made by Ken Blackburn, seconded by Jack Williams, to open the floor for nominations for President.

Motion 99-306 was made by Ken Blackburn, seconded by Jack Williams, to accept the nomination of Dennis Persic for Park Board President.

Motion 99-307 was made by Ken Blackburn, seconded by Jack Williams to close the nominations. Motion passed unanimously.

Motion 99-308 was made by Ken Blackburn, seconded by Jack Williams, to accept the nomination of Jeff Libowitz as Vice President.

Motion 99-309 was made by Ken Blackburn, seconded by Jack Williams to close nominations. Motion passed unanimously.

Appointments:

- Jim Randall was appointed Board Secretary
- Ken Blackburn was appointed Board Treasurer

V. Election of Officers (continued)

Committees:

Maintenance - Ken Blackburn

Recreation - Pam Kohlbacher, Jeff Libowitz & Jack Williams

Special Recreation - Jim Randall

Planning - Dennis Persic & Mark Bickel

Finance - Mark Bickel & Ken Blackburn

Beautification - Mark Bickel & Bob Murphy

Township Planning Commission - Dennis Persic

Wetlands - Bob Murphy

L.A.P. - Jim Randall

Frankfort Square Youth Commission - Pam Kohlbacher, Jack Williams, and Bob Murphy

Meeting Dates will continue to be the 3rd Wednesday of the month, at 7:30 p.m., at the Park District Building.

Check Signing Authority: Dennis Persic, Pam Kohlbacher, Ken Blackburn, Marge Johnson, Jack Williams and Jim Randall.

Newspaper: The Star

Legal Counsel: Dick Hutchison

Greg Miller, CPA was named as Park District Accountant for Fiscal years 1998-1999.

Tom Gavin, of Robert W. Baird & Company was appointed as Park District Financial Advisor.

VI. Legal Report

Dick Hutchison reported on the Intergovernmental agreement with Will County Sheriff's Department.

VII. Treasurer's Report

The Treasurer's Report was accepted pending audit. Discussions took place on the Accounts Payable Listing. Motion 99-310 was made by Ken Blackburn, seconded by Jack Williams, to accept the Accounts Payable Listing. Motion passed unanimously.

VII. Treasurers Report (continued)

Tom Gavin, of Robert W. Baird & Company, reported on Ordinance #98-00-124 & #98-00-125 for the refinancing of existing Park District Bonds. Mr. Gavin reported that the proposed refinancing will result in an overall savings of \$82,000.00 for the life of the issuance.

Motion 99-311 was made by Ken Blackburn, seconded by Jack Williams, to accept Ordinance #98-00-124 as presented. Motion passed unanimously.

Motion 99-312 was made by Ken Blackburn, seconded by Jeff Libowitz, to accept Ordinance #98-00-125 as presented. Motion passed unanimously.

Motion 99-313 was made by Ken Blackburn, seconded by Jack Williams, on Ordinance #98-00-123 to extend the total loan amount for Union Creek Park Development, not to exceed \$300,000.00. Motion passed unanimously.

VIII. Director's Report

Jim Randall and park staff have been preparing an outline for a park policy manual for board approval. Jim will provide monthly updates until the document is completed.

Jim Randall reported that work is continuing on the planning for the Grand Opening of Union Creek in July. Jim is looking into having a tent installed in case of inclement weather.

IX. Committee Reports

A. Maintenance

The Park District has hired Dancing Waters, Inc. to install a sprinkling system at the front portion of the Community Center.

Jim Randall has been working with Jarrod Krueger, of J.F. New and Associates, inc., to develop a maintenance plan for Island Prairie.

B. Recreation

No report

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C. Special Recreation (SSSRA)

No report

D. Planning

No report.

E. Finance

No report.

F. Beautification

No report.

G. Township Planning Committee

No report.

H. Wetlands

No report.

I. L.A.P.

No report.

J. Frankfort Square Area Youth Commission

No report.

X. Old Business

Jim Randall reported a community meeting has been scheduled for June 15, at 7:00 p.m., at the Park District, to arrange the publicity for the upcoming festival.

XI. New Business

None

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XI. Adjournment

Motion 99-314 was made by Ken Blackburn, seconded by Mark Bickel, to adjourn the meeting at 9:30 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

June 17, 1998

The following are minutes of a meeting 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 7:30 p.m.

II. Roll Call

Present were: Ken Blackburn, Pam Kohlbacher, Jeff Libowitz, Bob Murphy, Dennis Persic and Jack Williams. Mark Bickel was absent.

III. Public Input

Colleen Maranto attended to ask whether the Park District, in conjunction with the YMCA, would be willing to purchase age appropriate park equipment for the playground behind the park district building. The board agreed that there is a need for additional equipment. The Board will take it into consideration when planning for future work on the parks.

IV. Presentation of the May 20, 1998 Minutes

Motion 98-315 was made by Ken Blackburn, seconded by Jack Williams, to accept the May 20, 1998 minutes as presented. Motion passed unanimously.

V. Legal Report

Motion 98-316 was made by Ken Blackburn, seconded by Jeff Libowitz, to accept the Prevailing Wage Ordinance. Motion passed unanimously.

Dick Hutchison reported on the Intergovernmental Agreement, with Will County Sheriff's Department, to enforce Frankfort Square ordinances.

Dennis Persic asked what steps could be taken toward people parking at Woodlawn Park due to road construction taking place in that area. Dick Hutchison stated if there are "No Parking" signs up, then towing can be enforced.

X. New Business

Jim Randall reported Renee Kosel, Illinois State Representative, successfully acquired a \$100,000 grant for the Frankfort Square Park District. The grant will be used to complete the playgrounds at Indian Trail School and Hilda Walker/Union Creek Park site. The money will be available after November 1st.

XI. Adjournment

Motion 98-322 was made by Jack Williams, seconded by Ken Blackburn, to adjourn the meeting at 8:50 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

July 15, 1998

The following are minutes of a meeting 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 7:27 p.m.

II. Roll Call

Present were: Mark Bickel, Pam Kohlbacher, Jeff Libowitz, Bob Murphy, Dennis Persic and Jack Williams. Ken Blackburn was absent.

III. Public Input

No public input.

IV. Presentation of the June 17, 1998 Minutes

Motion 98-323 was made by Jeff Libowitz, seconded by Jack Williams, to accept the June 17, 1998 minutes as presented. Motion passed unanimously.

V. Legal Report

Jim Randall will review the park ordinances with Dick Hutchison for filing with Will County.

VI. Treasurer's Report

The Treasurer's Report was accepted pending audit. Discussions took place on the Accounts Payable Listing. Motion 98-324 was made by Jeff Libowitz, seconded by Jack Williams, to accept the Accounts Payable Listing. Motion passed unanimously.

VII. Director's Report

Jim Randall reported the final inspection of the electric service at Union Creek will take place this Thursday, at 2:00 p.m.

Jim Randall commended the entire staff for all of their hard work in organizing the festival.

VIII. Committee Reports

A. Maintenance

Jim Randall stated Duane Bettenhausen has expanded the maintenance area with gravel.

B. Recreation

Jim Randall reported the fall brochure is almost finished and will be out early September.

C. Special Recreation (SSSRA)

No report

D. Planning

No report.

E. Finance

Jim Randall reported the park Alternate Bond Ordinance through New Lenox State Bank is complete and the first payment will be September 1st.

F. Beautification

No report

G. Township Planning Committee

Jim Randall reported on plans for building a Walgreen's at Harlem and Rt. 30.

H. Wetlands

No report.

I. L.A.P.

Jim Randall reported Harry Zimmer and Bonnie Roach will have agreed to continue their positions with Lincoln-Way Area Parks for the upcoming year.

J. Frankfort Square Youth Commission

No report.

IX. Old Business

Jim Randall reported a rehearsal for the opening ceremony, of Union Creek Park, is scheduled for Monday, July 20, at 6:00 p.m. In addition, the community groups will do a walk-through at 7:00 p.m.

Jim Randall was asked whether the pet ordinance signs were helping improve the situation throughout the parks. Jim stated he hasn't seen much improvement at this time, though Dennis Persic has seen some improvement at Woodlawn.

X. New Business

No report.

XI. Adjournment

Motion 98-325 was made by Jeff Libowitz, seconded by Mark Bickel, to adjourn the meeting at 8:20 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

August 19, 1998

The following are minutes of a meeting 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 7:52 p.m.

II. Roll Call

Present were: Mark Bickel, Ken Blackburn, Pam Kohlbacher, Jeff Libowitz, Bob Murphy, Dennis Persic and Jack Williams.

III. Public Input

None

IV. Presentation of the July 15, 1998 Minutes

Motion 98-326 was made by Jack Williams, seconded by Jeff Libowitz, to accept the July 15, 1998 minutes as presented. Motion passed unanimously.

V. Legal Report

Dick Hutchison reported he will file Appropriation Ordinance and Levy Ordinance after documents are approved by park board.

Ken Blackburn reported on a confrontation he had with an individual walking dogs at Community Park. Dick Hutchison indicated he would direct a letter to this individual advising him of legal ramifications of non-compliance with park ordinances.

VI. Treasurer's Report

The Treasurer's Report was accepted pending audit. Discussions took place on the Accounts Payable Listing. Motion 98-327 was made by Ken Blackburn, seconded by Jeff Libowitz, to accept the Accounts Payable Listing. Motion passed unanimously.

\$300,000 has been transferred to park accounts enabling final payments to contractors who have completed work at Union Creek Park.

Staff are preparing appropriate documentation for grant reimbursement.

VII. Director's Report

The board authorized Jim Randall to seek bids for additional maintenance storage space.

Jeff Libowitz recommended reviewing the Master Plan for the Park District and develop a listing of current objectives.

VIII. Committee Reports

A. Maintenance

No report

B. Recreation

No report

C. Special Recreation

No report

D. Planning

No report

E. Finance

The general consensus of the board was that the annual audit of the park district be distributed upon completion. If questions arise, Greg Miller, park auditor, may be asked to attend a future meeting.

F. Beautification

Board members requested that staff investigate a community sign for Community Park. Staff will investigate and bring findings to the September board meeting.

G. Township Planning Committee

No report

H. Wetlands

No report

I. L.A.P.

Mark Bickel requested information/attendance figures for L.A.P. usage of the east fieldhouse for recreational programming.

J. Frankfort Square Area Youth Commission

No report

IX. Old Business

No report

X. New Business

No report

XI. Executive Session

Motion 98-328 was made by Ken Blackburn, seconded by Jack Williams to enter into executive session. Motion passed unanimously. Motion 98-329 was made by Bob Murphy, seconded by Mark Bickel to exit executive session. Motion passed unanimously.

XII. Adjournment

Motion 98-330 was made by Ken Blackburn, seconded by Bob Murphy to adjourn the meeting at 9:45 p.m. Motion passed unanimously.

Submitted by:

Jim Randall

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

August 19, 1998

The following are minutes of a meeting 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 7:30 p.m.

II. Roll Call

Present were: Ken Blackburn, Bob Murphy , Dennis Persic and Jack Williams.
Absent were: Pam Kohlbacher, Mark Bickel and Jeff Libowitz.

III. Presentation of 1998-1999 Budget and Appropriation Ordinance

Jim Randall presented the 1998-1999 Budget and Appropriation Ordinance to the board. Motion 98-331 was made by Ken Blackburn, seconded by Jack Williams. Motion passed unanimously.

IX. Adjournment

Motion 98-332 was made by Ken Blackburn, seconded by Jack Williams to adjourn the meeting. Motion passed unanimously.

Submitted by:

Jim Randall

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

September 16, 1998

The following are minutes of a meeting 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 7:30 p.m.

II. Roll Call

Present were: Ken Blackburn, Pam Kohlbacher, Jeff Libowitz, Bob Murphy, Dennis Persic, and Jack Williams. Mark Bickel was absent.

III. Public Input

No public input

IV. Presentation of the August 19, 1998 Minutes

Motion 98-331 was made by Ken Blackburn, seconded by Jack Williams, to accept the August 19, 1998 minutes as presented. Motion passed unanimously.

Motion 98-332 was made by Ken Blackburn, seconded by Jack Williams, to accept the September 3, 1998 minutes as presented. Motion passed unanimously.

V. Legal Report

Greg Miller gave a quick synopsis of his audit report. Jim Randall then went over Mr. Miller's recommendations that the Budget & Appropriation Ordinance be passed by July 30th, and that the Corporate and Capitol Development Funds be incorporated into one account. The Board agreed upon the recommendations, and Jim will distribute a final draft at the October meeting.

Dick Hutchison gave Jim Randall copies of the certified ordinances for filing to the States Attorney.

Dick Hutchison stated the passing of the budget should be done within the first three months of the new fiscal year, which would be by July 30th.

VI. Treasurer's Report

The Treasurer's Report was accepted pending audit. Discussions took place on the Accounts Payable Listing. Motion 98-333 was made by Ken Blackburn, seconded by Jack Williams, to accept the Accounts Payable Listing. Motion passed unanimously.

VII. Director's Report

Jim Randall reported he would begin taking bids for the construction of a pole barn as part of the expansion of the maintenance storage area. Preliminary estimates will be approximately \$90,000.

Jim Randall asked that an additional Board Meeting be scheduled on September 29, 1998, at 7:30 p.m., to approve the 1998-1999 fiscal year Levy Ordinance.

VIII. Committee Reports

A. Maintenance

Jim Randall received a quote of \$5,500.00, from Sign-A-Rama, for the new Community Park sign. Discussion followed as to the size and location of the sign. Jim will report more at the next meeting.

B. Recreation

No report.

C. Special Recreation (SSSRA)

Jim Randall reported SSSRA's annual golf outing will be held on Saturday, September 19, at Deer Creek in University Park.

D. Planning

No report.

E. Finance

No report.

F. Beautification

No report.

G. Township Planning Committee

No report.

H. Wetlands

Jim Randall stated many good things are happening in the wetlands, and provided pictures for the commissioners review. It was also reported what a great job J.F. Noon & Associates have been doing on the grading and seeding of Brookside Glen.

I. L.A.P.

Jim Randall reported program registration continues to grow. There are currently waiting lists for several of the volleyball programs.

J. Frankfort Square Area Youth Commission

Pam Kohlbacher reported a meeting has been scheduled with Chuck Wanner to discuss what direction the Youth Commission will take during the school year. She will report on the outcome at the next meeting.

IX. Old Business

No report.

X. New Business

Dennis Persic discussed the plans being made for the upcoming school expansions. Discussion followed on the new playground planned for Indian Trail School, and whether it may be better to wait until after the expansion is done before installing the playground. Due to time constraints over the state budget, the playground will need to be completed by July 30, 1999. Jim Randall will meet with Dr. Rogus to get his input and report back to the Board.

XI. Executive Session

Motion 98-334 was made by Ken Blackburn, seconded by Bob Murphy, to into Executive Session to discuss personnel. Motion passed unanimously.

Motion 98-335 was made by Ken Blackburn, seconded by Jack Williams, to go out of Executive Session. Motion passed unanimously.

XII. Adjournment

Motion 98-336 was made by Ken Blackburn, seconded by Jeff Libowitz, to adjourn the meeting at 8:20 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

October 21, 1998

The following are minutes of a meeting 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 7:30 p.m.

II. Roll Call

Present were: Ken Blackburn, Pam Kohlbacher, Jeff Libowitz, Bob Murphy, Dennis Persic and Jack Williams. Mark Bickel arrived at 7:35 p.m.

III. Public Input

No public input.

IV. Presentation of the September 16, 1998 Minutes

Motion 98-326 was made by Ken Blackburn, seconded by Jack Williams, to accept the September 16, 1998 minutes as presented. Motion passed unanimously. Motion 98-327 was made by Ken Blackburn, seconded by Bob Murphy, to accept the minutes of the Executive Session. Motion passed unanimously.

V. Legal Report

Jim Randall distributed copies of the audit for the Board's review.

Dick Hutchison presented Jim Randall with the receipts for the levy, which he will file with Will and Cook Counties.

Dick Hutchison also passed out correspondence on various park district ordinances, and explained the process that will take place for enforcing these ordinances.

VI. Treasurer's Report

Motion 98-328 was made by Ken Blackburn, seconded by Jack Williams, to move \$12,000 from the Corporate Fund to the Recreation, Building and Grounds Fund. Motion passed unanimously.

VI. Treasurer's Report (continued)

The Treasurer's Report was accepted pending audit. Discussions took place on the Accounts Payable Listing. Motion 98-329 was made by Ken Blackburn, seconded by Bob Murphy, to accept the Accounts Payable Listing. Motion passed unanimously.

VII. Director's Report

Motion 98-330 was made by Jeff Libowitz, seconded by Jack Williams, to accrue the low bid from Burns Construction of \$45,300.00 for the construction of a 4,000 square ft. maintenance storage facility. Motion passed unanimously. Jim Randall will give the documents to Burns Construction and will provide them with site plans.

Motion 98-331 was made by Jeff Libowitz, seconded by Ken Blackburn, authorizing the use of grant proceedings for the development of two playgrounds and the completion of a maintenance facility adjacent to the park building. Motion passed unanimously.

After discussions with Dennis Persic and Dr. Rogus, it was recommended that the construction of the playground facility at Indian Trail School be delayed until after the April school referendum. Jim will write to Renee Kosel asking that the grant award be changed from Indian Trail to Island Prairie Park.

Jim Randall discussed the implementation of two new policies; rental usage at the picnic shelter; and a procedure as to how the athletic fields will be used. Jim will work on putting together the policies and present a draft to the Board at the November meeting.

VIII. Committee Reports

A. Maintenance

Jim Randall asked for, and received, board approval for the installation of irrigation equipment at the Summit Hill South ball diamond, in the amount of \$8,000.

The board also approved Jim's request for body repair and painting of one of the Park District crew cabs, which sustained damage to the driver's side door this summer. The total cost to the Park District will be \$2,200.00.

B. Recreation

Jim Randall introduced Audrey Pawlowski, the new Superintendent of Recreation, to the Board.

C. Special Recreation (SSSRA)

Jim Randall reported he will be attending the October SSSRA meeting with Audrey, who will act as an alternate in Jim's absence.

D. Planning

Dennis Persic reported the tot lot will be removed from Indian Trail, and will be moved to the new school, at Dr. Rogus' request. He is working on the designs for the new tot lot, which will cost approximately \$50,000.

E. Finance

No report

F. Beautification

No report

G. Township Planning Committee

No report

H. Wetlands

No report

I. L.A.P.

No report

J. Frankfort Square Youth Commission

No report.

IX. Old Business

Jim Randall received a letter from Astro Amusement regarding the scheduling of next year's Community Carnival. Jim will present the dates available at the November meeting.

X. New Business

It was reported the Park District is looking into developing a web site. More details will be provided at the November meeting.

XI. Adjournment

Motion 98-332 was made by Mark Bickel, seconded by Bob Murphy, to adjourn the meeting at 8:55 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

November 18, 1998

The following are minutes of a meeting 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 7:30 p.m.

II. Roll Call

Present were: Mark Bickel, Ken Blackburn, Pam Kohlbacher, Dennis Persic and Jack Williams. Jeff Libowitz arrived at 8:00 p.m. Bob Murphy was absent.

III. Public Input

Dr. Julian Rogus, Superintendent of Schools, and Joe Wrobel, School Board President, attended to give an explanation of the improvements that are to be made to the schools, as well as the plans for the new school.

IV. Presentation of the October 21, 1998 Minutes

Motion 98-333 was made by Ken Blackburn, seconded by Jack Williams, to accept the October 21, 1998 minutes as presented. Motion passed unanimously.

V. Legal Report

Dick Hutchison provided Jim Randall with copies of the deeds for Union Creek Park.

Dick Hutchison also reported on his and Jim Randall's meeting with Will County Sherri Ward, Mr. Moss, and Lt. Moran, regarding the enforcement of the animal ordinance.

VI. Treasurer's Report

Motion 98-334 was made by Ken Blackburn, seconded by Jack Williams, to pass the 1998-99 Bond Abatement Ordinance #127. Motion passed unanimously.

Motion 98-335 was made by Ken Blackburn, seconded by Pam Kohlbacher, to pass the 1998-99 Mini Bond Sale Ordinance #128. Motion passed unanimously.

The Treasurer's Report was accepted pending audit. Discussions took place on the Accounts Payable Listing. Motion 98-336 was made by Ken Blackburn, seconded by Jack Williams, to accept the Accounts Payable Listing. Motion

VII. Director's Report

Jim Randall distributed a copy of the new Frankfort Square Park District Behavior Policy, which will be included in the park brochure. Motion 98-337 was made by Mark Bickel, seconded by Pam Kohlbacher, to pass the Frankfort Square Park District Behavior Policy. Motion passed unanimously.

Motion 98-338 was made by Jeff Libowitz, seconded by Jack Williams, to accept an estimate not to exceed \$10,000, from Sign-A-Rama, for the new Community Park sign. Motion passed unanimously.

Motion 98-339 was made by Jack Williams, seconded by Mark Bickel, to accept the Frankfort Square Athletic Field Usage Policy. Motion passed unanimously.

Jim Randall presented a tentative outline of the Personnel Policy Manual he and the staff have been working on. He hopes to have a policy in place by the end of the fiscal year.

Jim Randall reported this years Recognition Dinner will be February 27, 1999.

Jim Randall asked for board approval to go out to bid for a concrete pad for the maintenance facility. Approval was granted.

It was also reported the Library has been added to the Park District plowing schedule.

VIII. Committee Reports

A. Maintenance

Jim Randall reported there is a possibility of receiving some bushes and/or trees from Saunoris again this year.

B. Recreation

No report

C. Special Recreation (SSSRA)

No report

D. Planning

No report

E. Finance

No report

F. Beautification

No report

G. Township Planning Committee

No report

H. Wetlands

No report

I. L.A.P.

No report

J. Frankfort Square Youth Commission

Pam Kohlbacher followed-up with Chuck Wanner to see if he mailed any letters of interest to members of the Frankfort Square Youth Commission. To date, he had not mailed any letters.

It was suggested that a letter be sent to Don Graves to see what kind of revenue is directed to the Frankfort Square Park District for the Youth Commission.

IX. Old Business

Jim Randall reported the 1999 Carnival dates have been tentatively scheduled for July 7-11, 1999. A contract will be written up and reviewed after the first of the year. Jim did ask that next year the carnival company not house their trailers on site, but at Windy City.

Dennis Persic provided plans for the two new playgrounds. Equipment for Union Creek Park will cost approximately \$55,000, and Community Park, \$45,000. If any board member has anything to add, let Dennis know since he will be ordering the equipment by the end of the month.

IX. Old Business (continued)

Jim Randall passed out his recommendations for park pavilion usage. After some discussion, it was decided that residents would pay no fee, but a \$25.00 deposit. Non-residents would pay \$100.00 fee, plus \$100.00 deposit. The board will review the rules and regulations before the December meeting, where a decision will be made regarding alcohol.

X. New Business

A discussion took place over the request from the School Board to the Park District to use \$150,000 of park money to put wood floors in the gymnasiums at all the school sites. After some discussion, Jim Randall reported he will draft a park district consensus and provide it at the next board meeting.

XI. Adjournment

Motion 98-340 was made by Mark Bickel, seconded by Jack Williams, to adjourn the meeting at 10:00 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

December 16, 1998

The following are minutes of a meeting 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 7:30 p.m.

II. Roll Call

Present were: Ken Blackburn, Pam Kohlbacher, Jeff Libowitz, Bob Murphy, Dennis Persic and Jack Williams. Mark Bickel arrived at 7:32 p.m.

III. Public Input

Phill Cherry and Don Pirkle, of the Frankfort Square Football League, attended to thank the Park District for their support. Bev Vaughn presented the board with cheerleading plaques, awarded during competition, for display at the Park District. Registration will begin in February for the 1999 season.

IV. Presentation of the November 18, 1998 Minutes

The November 18 minutes, under Public Input, was amended to read "Dr. Julian Rogus, Superintendent of Schools, and Alan Pierzchalski, School Board President, attended to give an explanation of the improvements that are to be made to the schools, as well as the plans for the new school."

Motion 98-341 was made by Ken Blackburn, seconded by Bob Murphy, to accept the November 18, 1998 minutes as amended. Motion passed unanimously.

V. Legal Report

Dick Hutchison reported he filed the bond ordinances with the State.

There has been no word yet from the States Attorney regarding the new park ordinances. Postings will be put up, and letters sent to residents, regarding the ordinance on pet clean-up.

VI. Treasurer's Report

The Treasurer's Report was accepted pending audit. Discussions took place on the Accounts Payable Listing. Motion 98-342 was made by Ken Blackburn, seconded by Bob Murphy, to accept the Accounts Payable Listing. Motion passed unanimously.

VII. Director's Report

Jim Randall reported he and Jack Williams met with Spectacular Midways to book dates for the Frankfort Square Carnival in 1999. After receiving an unfavorable letter from Astro Amusement, it was decided to go with a new company. Jim asked for a motion to accept the agreement from Spectacular Midways.

Motion 98-343 was made by Jack Williams, seconded by Ken Blackburn, to pass a resolution to accept the agreement from Spectacular Midways, for the Frankfort Square Carnival to be held July 8-11, 1999. Motion passed unanimously.

Jim Randall reported on his meeting with Wildcat Football to go over the cost for some ideas they have for this years season.

VIII. Committee Reports

A. Maintenance

No report

B. Recreation

Jim Randall reported on the excellent job that was done on the new brochure and praised JoAnn and the recreation staff for the good work.

C. Special Recreation (SSSRA)

Audrey Pawlowski will attend the December 17th meeting of the SSSRA.

D. Planning

Dennis Persic reported the playground specs have been completed. He should hear something by Monday, December 21st. The equipment should arrive in about 6 weeks.

E. Dick Hutchison is still waiting for the title insurance policy for the Union Creek park site. Dick will continue to work on completing the process.

F. Beautification

Jim Randall reported Fawn Landscaping will again donate approximately 30 trees, of various kinds, to the Park District for planting.

Jim also reported some pruning will take place at Community Park to get ready for the installation of the new park sign.

G. Township Planning Committee

No report.

H. Wetlands

No report.

I. L.A.P.

No report.

J. Frankfort Square Youth Commission

No report.

IX. Old Business

Jim Randall reported the playground bid opening would be on Monday, December 22, at 1:00 p.m.

Jim Randall asked for final approval to the Picnic Shelter Utilization Policy. After some discussion, the fees were approved as follows:

1.	Community Groups	\$0 rental fee	\$0 deposit
2.	Residents	\$0 rental fee	\$50 deposit
3.	Non-residents	\$250.00 rental fee	\$100.00 deposit

Registration for Community Groups: February 1st-March 1st

Registration for Residents: March 2nd-April 1st

Registration for Non-Residents: April 2nd -

Motion 98-344 was made by Ken Blackburn, seconded by Pam Kohlbacher, to accept the Picnic Shelter Utilization Policy as amended. Motion passed unanimously.

Discussion then took place on whether to allow alcohol at the park pavillion. Motion 98-345 was made by Ken Blackburn, seconded by Pam Kohlbacher, to accept alcohol usage as part of the Picnic Shelter Utilization Policy. A roll call vote was taken, with 3 votes for, 3 votes against, and 1 abstain. Motion did not carry as submitted. Further discussion will take place at the January meeting.

X. New Business

No new business.

XI. Executive Session

Motion 98-346 was made by Ken Blackburn, seconded by Jack Williams, to go into Executive Session to discuss Personnel. Motion passed unanimously.

Motion 98-347 was made by Ken Blackburn, seconded by Jack Williams, to go out of Executive Session. Motion passed unanimously. No action was taken.

XI. Adjournment

Motion 98-348 was made by Ken Blackburn, seconded by Jack Williams, to adjourn the meeting at 9:32 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

January 20, 1999

The following are minutes of a meeting 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 7:35 p.m.

II. Roll Call

Present were: Mark Bickel, Ken Blackburn, Pam Kohlbacher, Jeff Libowitz, Bob Murphy, and Dennis Persic. Jack Williams arrived at 7:40 p.m.

III. Public Input

No public input.

IV. Presentation of the December 16, 1998 Minutes

The December 16, 1998 minutes, under Old Business, was amended to read "Motion 98-345 was made by Ken Blackburn, seconded by Jack Williams, to accept alcohol usage as part of the Picnic Shelter Utilization Policy."

Motion 99-349 was made by Ken Blackburn, seconded by Bob Murphy, to accept the December 16, 1998 minutes as amended. Motion passed unanimously.

V. Legal Report

Jim Randall commented on the outstanding job Dick Hutchison, Park attorney, did in getting the title insurance policy for Union Creek completed.

VI. Treasurer's Report

The Treasurer's Report was accepted pending audit. Discussions took place on the Accounts Payable Listing. Motion 99-350 was made by Ken Blackburn, seconded by Jack Williams, to accept the Accounts Payable Listing. Motion passed unanimously.

VII. Director's Report

Jim Randall reported he has been working with Renee Kosel on getting the funds released for the State Line Item Grant playground. An amendment was passed to make corrections to the grant, and Jim hopes to have the money available by July 12th. The park equipment should be ordered by the end of the month.

Jim Randall provided the commissioners with a copy of the agreement from Hughes & Dugan on the property behind Dominicks. Jim Randall asked for authorization from the board to accept the agreement as submitted, and authorizing Jim Randall to sign the document. Motion 99-351 was made by Jeff Libowitz, seconded by Ken Blackburn, authorizing Jim Randall to accept, and sign, the final agreement from Hughes & Dugan. Motion passed unanimously.

Jim Randall provided preliminary plans of the Pauling farm site on Route 30.

Jim Randall asked for approval to sell the 1991 Ford Super Duty dump truck, and to replace it with a conventional truck, purchased through the State Bid Program. Motion 99-352 was made by Ken Blackburn, seconded by Bob Murphy, to purchase a new pick-up truck, not to exceed \$25,000. Motion passed unanimously.

Jim Randall reported on the new park sign at Community Park. Because the sign was installed at ground level instead of elevated, he asked the Board whether he should have it raised. It was decided to wait and see whether the sign is vandalized, otherwise it could stay as is.

Jim Randall stated Jeff and Audrey will attend the February meeting to give a report on the state convention they attended in January.

VIII. Committee Reports

A. Maintenance

No report

B. Recreation

Jim Randall reported programming is busy, and registration is doing well.

C. Special Recreation (SSSRA)

Jim Randall reported the SSSRA will be at the February meeting to give an overview of their annual report.

D. Planning

No report.

E. Finance

Jim Randall scheduled a budget review meeting from 6:30-7:30, prior to the February 17th board meeting. He will provide the commissioners with a packet to review a week before the meeting.

F. Beautification

No report.

G. Township Planning Committee

No report.

H. Wetlands

Jim Randall reported a burn will take place in March or April. A herbicide application, and the re-planting of plugs and seeds, will also take place.

I. L.A.P.

No report.

J. Frankfort Square Youth Commission

Pam Kohlbacher asked that the Frankfort Square Youth Commission be permanently taken off the monthly agenda.

IX. Old Business

An open discussion took place whether to vote on alcohol usage as part of the picnic shelter utilization policy. After some discussion, it was decided that the current policy of no alcohol on park property would apply to the picnic shelter for the time being.

X. New Business

No new business.

XI. Executive Session

Motion 99-353 was made by Ken Blackburn, seconded by Jack Williams to go into Executive Session, to discuss Personnel. Motion passed unanimously.

Motion 99-354 was made by Ken Blackburn, seconded by Jeff Libowitz to go out of Executive Session. Motion passed unanimously.

XI. Adjournment

Motion 99-355 was made by Bob Murphy, seconded by Jack Williams, to adjourn the meeting at 9:32 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons

**FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING**

February 17, 1999

The following are minutes of a meeting 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 7:30 p.m.

II. Roll Call

Present were: Mark Bickel, Ken Blackburn, Pam Kohlbacher, Jeff Libowitz, Bob Murphy, Dennis Persic, and Jack Williams.

III. Public Input

No public input.

IV. Presentation of the January 20, 1999 Minutes

Motion 99-356 was made by Ken Blackburn, seconded by Pam Kohlbacher, to accept the January 20, 1999 minutes as submitted. Motion passed unanimously.

V. Legal Report

Dick Hutchison reported he will file the annual tax exemption. Dick also stated he is working on the tax exemption for Community Park and Brookside Glenn.

VI. Treasurer's Report

The Treasurer's Report was accepted pending audit. Discussions took place on the Accounts Payable Listing. Motion 99-357 was made by Ken Blackburn, seconded by Bob Murphy, to accept the Accounts Payable Listing. Motion passed unanimously.

VII. Director's Report

Jim Randall reported the Park District will be expanding the Friday night adult baseball league by adding an additional night game at the Union Creek field, to be played at 6:45 or 7:00 p.m.

VII. Directors Report (continued)

It was reported Mark Kane will be taking over the duty of Charter Organization Representative for park sponsored scout organizations..

The Employee Recognition Dinner is scheduled for February 27th.

VIII. Committee Reports

A. Maintenance

Jeff Mecher attended to give a brief overview of the various workshops and seminars he has attended at the I.P.R.A. convention.

Since the interior building is being painted, Jeff was asked whether fumes were a concern to the children. Since latex paint is being used, fumes are not a problem.

Jim Randall provided a sample of the tile that will be used to replace the foyer floor, which will be installed over Easter break.

B. Recreation

Audrey Pawlowski gave the board a brief presentation on the State Convention she and Jeff Mecher attended in January.

C. Special Recreation (SSSRA)

Jim Randall reported Peter Pope resigned as the Superintendent of Recreation for SSSRA.

D. Planning

Dennis Persic reported he is still waiting for the Illinois State Line Item Grant proceeds. It is hoped equipment will be ordered allowing for installation during the 1999-2000 maintenance season.

Jim Randall provided the Board with the amended plans for the park donation requirements for the Pauling Farm property. After some discussion, Jim Randall continues to negotiate with Pauling Farm developers.

D. (Continued)

Jim Randall also provided preliminary plans of the Butternut Creek site.

E. Finance

No report.

F. Beautification

It was reported that Fawn Landscaping again donated trees, mostly evergreens, to the Park District.

G. Township Planning Committee

No report.

H. Wetlands

No report.

I. L.A.P.

No report.

J. Carnival

Jim Randall reported a Carnival planning meeting has been scheduled for Monday, March 8th, at 7:00 p.m., at the Park District Community Center.

IX. Old Business

Jim Randall reported he has applied for a building permit with the Will County Building Department for construction of the Pole Barn. Jim hopes to start receiving bids within the month.

X. New Business

Mark Bickel asked whether it would be a good idea to distribute a survey to the residents of Brookside Glen for their recreation and programming needs. Jim

X. (Continued)

Randall stated that since we are only a couple years away from revising the Master Plan, and are anticipating an additional 35% increase in residents to the district, it may be beneficial to wait and send out a survey at that time. No further action was requested at this time.

Audrey Pawlowski reported she has been working with Terre Layng Rosner, of Waubensee Community College, on creating a Web Site for the Frankfort Square community. Terry is working with her students, at no cost to the Park District.

XI. Executive Session

No Executive Session was called.

XI. Adjournment

Motion 99-358 was made by Ken Blackburn, seconded by Jack Williams, to adjourn the meeting at 8:20 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING MINUTES

MARCH 16, 1999

The following are minutes of a meeting 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 7:35 p.m.

II. Roll Call

Present were: Dennis Persic, Jeff Libowitz, Ken Blackburn, Pam Kohlbacher, Jack Williams, Bob Murphy, Mark Bickel.

III. Public Input

No public input

IV. Presentation of the February 17, 1999 Minutes

Motion 99-359 was made by Bob Murphy, seconded by Jack Williams, to accept the minutes of the of the February 17, 1999 minutes as presented. Motion carried unanimously.

V. Treasurer's Report

The Treasurer's Report for February 17, 1999 was accepted pending audit.

Motion 99-360 was made by Bob Murphy, seconded by Jack Williams, to accept the Accounts Payable Listing.

Jim Randall reported that the estimated Will County Equalized Assessed Valuation for the Park District is in excess of \$170,000,000. This E.A.V. represents approximately a 20% increase from the 1998-1999 fiscal year.

The last in a series of Budget meetings was held on March 16, prior to the Board meeting. Jim Randall requested Commissioners contact him directly if they had any additional budget questions prior to approving the 1999-2000 Budget at the April Board meeting.

VI. Legal Report

Dick Hutchison, Park District Attorney, reported that he has been working on getting tax exempt status for several parcels of land the Park District recently acquired.

VII. Directors Report

A resolution provided by the South Suburban Special Recreation Association was presented for approval. Resolution 28 clarifies the offering of recreation programming to all residents and non-residents on a non-discriminatory basis. Furthermore, non-residents requiring additional services may be assessed additional costs attributable to their participation. Motion 99-361 was made by Jack Williams, seconded by Ken Blackburn to accept Resolution 28 as presented. Motion carried unanimously.

Jim Randall requested acceptance of a proposal from Melrose Pyrotechnics, Inc. to provide a fire works display at the July 8 - 11 Community Carnival. The fireworks display will take place on Sunday, July 11, and is being put on to help celebrate the 25th Anniversary of the Park District. Motion 99-362 was made by Jeff Libowitz, seconded by Jack Williams to accept the proposal submitted by Melrose Pyrotechnics, Inc. for the specified amount of \$10,000. Questions arose related to safety, insurance, and cost. A roll call vote was taken. Mark Bickel abstained from voting. The six remaining Commissioners voted in favor of accepting the proposal as submitted.

VIII. Committee Reports

A. Maintenance

Construction will begin on the expanded maintenance facility on or about March 30, 1999.

B. Recreation

Audrey Pawlowski has been working with a Frankfort Square resident in creating a web site for the District.

C. Special Recreation

SSSRA is conducting interviews for the position of Superintendent. It is hoped that a suitable candidate will be in place prior to May 1, 1999.

D. Planning

Jim Randall gave a brief overview of pending development.

E. Beautification

No Report

F. Township Planning Commission

No Report

G. Wetlands

J.F. New and Associates will be assisting park staff in a spring burn. This will begin a substantial wetland renovation project that will take place in the next several months.

H. L.A.P.

The L.A.P. Board met to review the performance of the L.A.P. program over the last year.

I. Carnival

A carnival meeting was held on March 8, 1999. A second in a series of organizational meetings is scheduled for Wednesday, April 27, 1999.

IX. Old Business

No report

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X. New Business

No report

XI. Executive Session

Motion 99-363 was made by Jeff Libowitz, seconded by Ken Blackburn to go into Executive Session to discuss personnel and a potential legal matter. Motion carried unanimously.

Motion 99-364 was made by Jeff Libowitz, seconded by Ken Blackburn, to come out of Executive Session. Motion carried unanimously. No action was taken.

XII. Adjournment

Motion 99-365 was made Ken Blackburn, seconded by Jack Williams to adjourn the meeting at 9:42 p.m. Motion carried unanimously.

**FRANKFORT SQUARE PARK DISTRICT
ABSTRACT OF VOTES MEETING**

APRIL 20, 1999

The following are minutes of a meeting 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 6:04 p.m.

II. Roll Call

Present were: Ken Blackburn, Pam Kohlbacher, Jeff Libowitz, Bob Murphy, and Jack Williams. Mark Bickel was absent.

III. Abstract of Votes

Motion 99-359 was made by Ken Blackburn, seconded by Pam Kohlbacher to accept the Abstract of Votes from the April 13 election as correct. Total votes for Will and Cook Counties were as follows:

Jeffrey Libowitz	875
Pam Kohlbacher	963
Henry Meers	602

Motion passed unanimously.

IV. Motion 99-360 was made by Ken Blackburn, seconded by Jack Williams to adjourn the meeting at 6:07 p.m.. Motion passed unanimously.

FRANKFORT SQUARE PARK DISTRICT BOARD MEETING

April 21, 1999

The following are minutes of a meeting 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 7:30 p.m.

II. Roll Call

Present were: Mark Bickel, Ken Blackburn, Pam Kohlbacher, Jeff Libowitz, Bob Murphy, and Jack Williams.

III. Public Input

No public input.

IV. Presentation of the March 16, 1999 Minutes

Motion 99-361 was made by Ken Blackburn, seconded by Bob Murphy, to accept the March 16, 1999 minutes as submitted. Motion passed unanimously.

V. Election of Officers

Pam Kohlbacher, Jeff Libowitz, and Henry Meers Jr. were sworn in as park Commissioners.

Motion 99-362 was made by Bob Murphy, seconded by Mark Bickel, to open the floor for nominations for President.

Motion 99-363 was made by Ken Blackburn, seconded by Bob Murphy, to accept the nomination of Jeff Libowitz for Park Board President. Motion passed unanimously.

Motion 99-364 was made by Jack Williams, seconded by Ken Blackburn, to accept the nomination of Pam Kohlbacher for Vice President. Motion passed unanimously.

Motion 99-365 was made by Bob Murphy, seconded by Ken Blackburn, to close the nominations.

Appointments:

- ◆ Jim Randall was appointed Park Board Secretary
- ◆ Ken Blackburn was appointed Park Board Treasurer

V. Election of Officers (continued)

Committee's: Jeff Libowitz recommended, and the Board agreed, to wait until the May meeting to appoint Committee Chairmen.

Meeting Dates will continue to be the 3rd Wednesday of the month, at 7:30 p.m., at the Park District Building.

Check Signing Authority: Jeff Libowitz, Pam Kohlbacher, Ken Blackburn, Marge Johnson, Jack Williams, and Jim Randall will have check signing authority.

Newspaper: The Star Newspaper

Legal Counsel: Dick Hutchison

VI. Legal Report

Dick Hutchison reported on the budgeting process for the new fiscal year.

VII. Treasurer's Report

Motion 99-366 was made by Ken Blackburn, seconded by Jack Williams, to adopt the 1999-2000 Budget. Motion passed with six votes for, and one abstained.

Jim Randall explained the reason for the deficit in the Debt Service Fund due to the refinancing.

The Treasurer's Report was accepted pending audit. Discussions took place on the Accounts Payable Listing. Motion 99-367 was made by Ken Blackburn, seconded by Bob Murphy, to accept the Accounts Payable Listing. Motion passed with six votes for. Henry Meers Jr. abstained.

VIII. Director's Report

Jim Randall and Marge Johnson are nearing completion of the Policy Manual. Copies will be provided to Commissioners at the May Board meeting.

Jim Randall provided copies, for review, of the new Lincoln-Way High School Intergovernmental Agreement. He asked that it be reviewed for acceptance at the May 19 Board Meeting.

IX. Committee Reports

A. Maintenance

Jim Randall reported the new maintenance facility is under construction.

It was also reported staff has been busy maintaining the ball fields for the start of the season.

Jim also reported he is in the process of securing a bricklayer to complete the work of extending the existing brick wall separating the maintenance facility from the playground.

B. Recreation

Audrey Pawlowski stated in her report that programming is up, and registration continues to be extremely busy.

C. Special Recreation (SSSRA)

Janet Porter, Director of the South Suburban Special Recreation Association, attended to give an overview of their Annual Report.

D. Planning

No report.

E. Finance

Mark Bickel summarized his findings and concerns after reviewing the Park District insurance documents and park district policies. He suggested that our insurance agent come to a board meeting to discuss these concerns and possible revisions.

F. Beautification

No report.

G. Township Planning Committee

No report.

H. Wetlands

Jim Randall reported that a burn took place on April 14.

Jim Randall also reported that the Brookside Glen development has contracted with our wetlands consultants to help them develop a wetlands which will be part of the Park District.

I. L.A.P.

Jim Randall reported efforts are being made to update the fitness facility.

J. Carnival

Jim Randall reported a second Carnival planning meeting will be held on Wednesday, April 28th, at 7:00 p.m., at the Park District Community Center. Notification went to all community groups.

X. Old Business

- A. Construction of the pole barn began on April 12th.
- B. The landscape plan is being updated for the Hughes & Dugan development, which will include walking paths, a fishing pier, etc.
- C. The development of the Pauling Farm project will begin within the next couple of months.

XI. New Business

None

XII. Adjournment

Motion 99-368 was made by Bob Murphy, seconded by Ken Blackburn, to adjourn the meeting at 9:05 p.m. Motion passed unanimously.

Submitted by:

Jill Simmons