

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
May 18, 2023

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. Roll Call

Present were: Ken Blackburn, Phil Cherry, Frank Florentine, Dave Macek, Craig Maksymiak, and Joe Vlosak.

Denis Moore arrived at 7:09 p.m.

Also present were: Ryan Holley, Consolidated Election Electee, Audrey Marcquenski, Executive Director/Board Secretary, and Linda Mitchell, Recording Secretary.

III. Pledge of Allegiance

IV. Public Input

No members of the public were present.

V. Correspondence

Appreciation:

Email with photos received from Girl Scout Troop leader thanking Ed Reidy, Superintendent of Parks, for assisting the Girl Scouts in planting a tree at Rogus School on the April 22, 2023 Scout Clean Up Day.

Email received from a PAWS Animal Shelter fundraising organizer, expressing appreciation for the Park District's support, through donating a foursome of golf at Square Links Golf Course & Practice Center raffle prize for their May 13 event.

VI. Presentation of the April 20, 2023 Board Meeting Minutes.

Joe Vlosak made Motion 23-1835 to accept the April 20, 2023 Board Meeting Minutes as presented. Craig Maksymiak seconded.

Vote on Motion Ayes: Phil Cherry, Frank Florentine, Craig Maksymiak, Denis Moore, Joe Vlosak, Dave Macek, and Ken Blackburn. Abstained: None. Nays: None. Motion passed.

VII. Oath of Office

Phil Cherry, Ryan Holley, and Craig Maksymiak, candidates that were elected to the Office of Park Commissioner at the Consolidated Election held on April 4, 2023, were sworn in to serve four-year terms of office as Park Board Commissioners.

VIII. Election of Officers

Dave Macek made Motion 23-1836 to open the floor for the nomination of officers. Craig Maksymiak seconded. Motion carried in a vote by voice.

Dave Macek made Motion 23-1837 to nominate Ken Blackburn as President. Frank Florentine seconded. Motion carried in a vote by voice.

Craig Maksymiak made Motion 23-1838 to nominate Dave Macek as Vice President. Denis Moore seconded. Motion carried in a vote by voice.

Dave Macek made Motion 23-1839 to close the floor for the nomination of officers. Frank Florentine seconded. Motion carried in a vote by voice.

IX. Board Appointments

President, Ken Blackburn, appointed Audrey Marcquenski to serve as Secretary of the Board of Commissioners. Ms. Marcquenski accepted said appointment.

President, Ken Blackburn, appointed Craig Maksymiak to serve as Treasurer of the Board of Commissioners. Mr. Maksymiak accepted said appointment.

President, Ken Blackburn, appointed the law firm of Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer, P.C. to serve as legal representation.

President, Ken Blackburn, appointed Audrey Marcquenski and Dave Macek to serve as FOIA and OMA Officers. Ms. Marcquenski and Mr. Macek accepted said appointments.

President, Ken Blackburn, appointed Dave Macek to serve as Risk Management and Personnel Liaison. Dave Macek accepted said appointment.

It was decided that the Park District Board Meetings shall be conducted on the third Thursday of each month at 7:00 p.m., and the regular December Board Meeting will be held on Monday, December 4, 2023, at 7:00 p.m., preceded by the Truth in Taxation Hearing at 6:30 p.m. Said meetings will be conducted at the Frankfort Square Park District Administration Building, located at 7540 W. Braemar Lane, Frankfort, Illinois.

It was decided that the Park District's regular August Board Meeting and the regular November Board Meeting will be held at 7:00 p.m. at the Square Links Golf Course Clubhouse, located at 7861 W. St. Francis Road, Frankfort, Illinois.

Check signing authority was granted to the following individuals: Audrey Marcquenski, John Keenan, Ed Reidy, Ken Blackburn, Dave Macek, and Craig Maksymiak.

The Board named the *Daily Southtown* as the newspaper of choice for legal ad publications.

President, Ken Blackburn, appointed Audrey Marcquenski to the LWSRA Board, and John Keenan to serve as an alternate.

The Board named Old Plank Trail Community Bank as the primary financial institution to house Park District bank accounts and Dalena Welkomer was appointed to serve as the Bond Counsel.

X. Legal Report

President, Ken Blackburn, presented Resolution No. 23-05-40, a Resolution Forming a Committee on Local Government Efficiency, a copy of which was provided to each Board Member in advance of said meeting.

Frank Florentine made Motion 23-1840 to approve Resolution No. 23-05-40, a Resolution Forming a Committee on Local Government Efficiency, as presented. Dave Macek seconded.

Ms. Marcquenski noted that residents, Pam Kohlbacher and Bonnie Roach are happy to serve on the Local Government Efficiency Committee. The Committee will meet three times over the next eighteen months, and the meetings will follow regular Board Meetings.

Vote on Motion Ayes: Phil Cherry, Frank Florentine, Ryan Holley, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Abstained: None. Nays: None. Motion passed.

President, Ken Blackburn, presented Resolution No 23-05-41, a Resolution adopting a Section 125 Premium Only Plan for employees that qualify as participants, a copy of which was provided to each Board Member in advance of said meeting, and requested consideration of same.

Craig Maksymiak made Motion 23-1841 to approve Resolution No. 23-05-41, a Resolution adopting a Section 125 Premium Only Plan for employees that qualify as participants, as presented. Phil Cherry seconded.

Vote on Motion Ayes: Phil Cherry, Frank Florentine, Ryan Holley, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Abstained: None. Nays: None. Motion passed.

President, Ken Blackburn, presented amended travel reimbursement forms for Braemar Dance Center's Company 2023 National Competition Trip to Pigeon Forge, Tennessee, July 19-24, 2023, copies of which were provided to each Board Member in advance of said meeting, and requested consideration of same.

Dave Macek made Motion 23-1842 to approve amended travel reimbursement forms for Braemar Dance Center's Company 2023 National Competition Trip to Pigeon Forge, Tennessee, July 19-24, 2023, as presented. Phil Cherry seconded.

Treasurer, Craig Maksymiak, noted an error on the travel expense forms as they should be close to the same amount with a minor adjustment for mileage. The matter was acknowledged, and the incorrect form will be adjusted accordingly.

Ms. Marcquenski stated the original forms, previously approved, have been updated to reflect the requested two additional nights, and that when staff contacted the hotel, the discounted rate was no longer available, however the amount requested is within allowable parameters.

President, Ken Blackburn, asked if the travel expenses detail dance teacher expenses only and if family members are responsible for their own expenses. Ms. Marcquenski answered affirmatively.

Vote on Motion Ayes: Phil Cherry, Frank Florentine, Ryan Holley, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Abstained: None. Nays: None. Motion passed.

President, Ken Blackburn, presented Resolution No. 23-05-42, a Resolution approving an Intergovernmental Agreement with LWSRA to authorize the continuation of the additional contribution for capital improvement projects to the LWSRA facility, a copy of which was provided to each Board Member in advance of said meeting, and requested consideration of same.

Dave Macek made Motion 23-1843 to approve Resolution No. 23-05-42, a Resolution approving an Intergovernmental Agreement with LWSRA to authorize the continuation of the additional contribution for capital improvement projects to the LWSRA facility, as presented. Phil Cherry seconded.

Ms. Marcquenski reported that our Park Board approved this requested rate continuation over a year ago, however, other LWSRA member agencies did not act as expeditiously, resulting in the need to reintroduce and formalize the action.

Commissioner, Denis Moore, asked Ms. Marcquenski to describe the relationship with LWSRA, to provide a better understanding for newer Board Members. Ms. Marcquenski stated that park districts levy taxes to provide recreational opportunities for individuals with special needs. Our District combines with seven other local park districts, and together all pool their money to support the LWSRA's mission. Their staff is dedicated, dynamic, and passionate about what they do, and they can make a difference in the lives of their participants and their families in ways we, as a traditional recreation provider, could not.

Mr. Maksymiak stated that although we support LWSRA with tax dollars levied for special recreation, not all 100% of the assessment is given to their agency, as the Park District also uses those dollars to support related opportunities.

Vice President, Dave Macek, and LWSRA Foundation President noted the LWSRA staff enjoy what they do, and they do it well.

Vote on Motion Ayes: Phil Cherry, Frank Florentine, Ryan Holley, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Abstained: None. Nays: None.
Motion passed.

XI. Treasurer's Report

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

Craig Maksymiak made Motion 23-1844 to accept the Accounts Payable Listing. Dave Macek seconded.

Vote on Motion Ayes: Phil Cherry, Frank Florentine, Ryan Holley, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Abstained: None. Nays: None.
Motion passed.

XII. Executive Director's Report

Audrey Marcquenski addressed all present for the purpose of honoring Commissioner, Joe Vlosak, on his last official meeting of the Park Board. Ms. Marcquenski first met Mr. Vlosak when he was volunteering for the Park District long before he joined the Park Board. Joe has given his time and efforts in support of this community that included ten years of service as a Park Board Commissioner. During his tenure, Mr. Vlosak was instrumental in the growth of the District and Ms. Marcquenski thanked him for the following accomplishments, noting they are but of few highlights:

- National Gold Medal Grand Plaque Award in 2016
- Completion of two Community-Wide Surveys and Internal Equity Salary Study and Wellness Assessment.
- Approval of the 2018 \$1.4 million "No Tax Increase Mini Referendum" that provided capital improvements and repairs throughout the District.
- Awarding of \$92,000 College Scholarships to 92 high school students from 2014 to 2023.
- Received over \$216,000 in grant dollars for the Island Prairie Park Boardwalk Extension, Community Park Redevelopment, and tree replacement throughout the District.

Mr. Vlosak explained that he first sat in a Park Board Meeting to gain a better understanding of the Park District. Joe said he came at the right time, as there was a Board vacancy. He submitted a letter of interest and was appointed to fill the vacant position. Joe further stated the accomplishments Audrey detailed were a group effort. He also felt it was time to step down and let a new person come on board, and hopefully continue to provide support to our community.

Commissioners, Frank Florentine and Phil Cherry represented the Park District at the May 10 Lincoln-Way East Community Scholarship Night and presented six scholarship awards to well deserving seniors: Maddalyn Alford, Jacob Coulson, Catherine Ehmen, Sabriah Faber, Victoria Lucarelli, and Brooklyn Mortell.

Phil Cherry reported that 185 scholarships were awarded to 145 students and that so many have bright futures ahead, including some going to big ten schools and two that will be attending the University of Iowa on Chick Evans golf scholarships.

Staff have been researching maintenance management software and decided upon a program that will coordinate with RecTrac to assign and receive work orders, schedule inspections, track inventory, and provide reports, etc., for an annual cost of \$5,000. Mr. Florentine asked if the software package would allow for scheduling actions on a regular basis, and Audrey noted it will track and send automatic reminders to staff.

The Park District will enter into an agreement for the 2023 season with GolfNow, a division of NBC Sports that provides an online booking service for tee times that can provide a great marketing tool for Square Links by increasing exposure.

Ms. Marcquenski requested an Executive Session at the end of the meeting for the purpose of reviewing closed session minutes and audio recordings.

XIII. Committee Reports

A. Maintenance

Two new lighted pond fountains were installed at Arbor Park, and Ms. Marcquenski reported that all are getting to the age where they will need replacement.

A jon boat was ordered along with an aquatic weed mower that will attach to the boat and churn up and minimize invasives plants in ponds.

B. Recreation

Ms. Marcquenski congratulated the talented BDC dancers, their instructors, and families on the awesome Showcases that were held on Saturday, May 13 at the Lincoln-Way West Performing Arts Center.

Early Learning Center preschoolers are enjoying end of year field days and the 4-year-old students are practicing for graduation that will be held at Lincoln-Way North.

The newly constructed pergola was painted, and staff are in training for the opening of the Splash Park over Memorial Day weekend.

C. Information Technology

The server transition is now complete.

D. Special Recreation

LWSRA hosted the North American Wheelchair World Basketball Championship at Lincoln-Way North, May 5-7.

The LWSR Foundation will host their annual golf outing fundraisers this summer and Mr. Macek noted that in addition to the event at The Sanctuary in New Lenox on August 11, they will also hold an outing at Green Gardens Country Club on August 18.

Dave Macek reported that two individuals have expressed interest in serving on the LWSR Foundation Board.

E. Finance and Planning

No report

F. Golf Course

There have been intermittent technical difficulties with Toptracer related to the router. An independent contractor is working towards resolving the issue.

Reliable Property Services head groundskeeper, Hunter Rowe, identified black cut worms on the greens and treated them overnight to ensure good results.

G. Office

Sufficient information was included in the monthly report.

H. Risk Management

Sufficient information was included in the monthly report.

I. Community Updates

Park District staff are working with the Maddog Strong Foundation organizers in support of their annual Giving Tree Dedication on June 23 and Miles for Maddog Run/Walk on June 24. FSBL rescheduled their parade to June 24, however, both organizations are in touch and do not expect any conflicts with their respective routes.

Denis Moore inquired about the amount of land owned by the Park District, stating he previously learned it was quite substantial compared to other districts, and would be advantageous to publicize this fact for our taxpayers.

Dave Macek asked if there were any updates on the progress of the 80th Avenue bridge project, and Ms. Marcquenski will be meeting with Village of Tinley Park officials to review this project and other matters pertinent to the Village and Park District.

J. Freedom of Information

There were no FOIA requests received over the past month.

XIV. Old Business

No old business was discussed.

XV. New Business

No new business was discussed.

Commissioner Comments

Phil Cherry thanked Joe Vlosak for all he has done for the residents of our community and for the guidance he and all Board Members have provided to him personally.

Frank Florentine thanked Joe and wished him good luck.

Denis Moore thanked Joe for all his volunteer work over the years that benefited the Frankfort Square Wildcats, Lincoln-Way North Athletic Boosters, and Scouts. He also commended Joe for the great job he has done on the Park Board and knows that we are not saying goodbye.

Ryan Holley thanked Joe Vlosak and stated that he will have big shoes to fill.

Dave Macek agreed with all comments and noted that he originally met Joe while volunteering with the Lincoln-Way Boosters, and wished him the best of luck.

Joe thanked all for their kind words and stated that he appreciated helping the children and residents of the community through all his involvement in youth sports and Scouting, and that although he stayed on four years after his last child aged out, he realized that it's time for new people in the community to step up and become active whether through sports or service on the Park Board.

Craig Maksymiak noted that he appreciates all Joe has done for the community over the years.

Ken thanked Joe for all his years of service to the community and Park Board. Ken also welcomed Ryan Holley and noted that all Board Members are available to answer any questions he may have or offer assistance as needed.

XVI. Executive Session

Dave Macek made Motion 23-1845 to enter into Executive Session at 8:08 p.m. Denis Moore seconded. Motion carried in a vote by voice.

The Park Board reviewed written minutes from closed Executive Sessions from January 19, 2023 and March 16, 2023 to determine if the minutes can be released for public inspection or if they may still require confidential treatment. The Park Board also reviewed verbatim audio minutes from August 19, 2021 to determine if the minutes could be destroyed.

Dave Macek made Motion 23-1846 to go out of Executive Session and return to open session at 8:09 p.m. Craig Maksymiak seconded. Motion carried.

XVII. Consideration of Resolution 23-05-43

Audrey Marcquenski requested consideration to adopt Resolution 23-05-43, a resolution authorizing the release of closed session minutes and the destruction of closed session audio recordings, a copy of which was provided to each Board Member for review in advance of said meeting.

Phil Cherry made Motion 23-1847 to adopt Resolution 23-05-43, as presented. Craig Maksymiak seconded. Motion carried in a vote by voice.

Per Board direction and decision regarding which Executive Session minutes should be released for public inspection and which Executive Session minutes require confidential treatment, Resolution 23-05-42 will be updated with said detail and linked to the May 18, 2023 minutes for public review.

XVIII. Adjournment

Dave Macek made Motion 23-1848 to adjourn the meeting at 8:10 p.m. Frank Florentine seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
June 15, 2023

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

I. Call to Order

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

II. Roll Call

Present were: Ken Blackburn, Phil Cherry, Ryan Holley, Frank Florentine, and Craig Maksymiak.

Absent were: Dave Macek and Denis Moore.

Also present were: Audrey Marcquenski, Executive Director/Park Secretary, and Linda Mitchell, Recording Secretary, Julie Arvia, FSPD resident.

III. Pledge of Allegiance

IV. Public Hearing/Public Input

Craig Maksymiak made Motion 23-1847 to open the floor for the Public Hearing of the Budget and Appropriation Ordinance No. 23-06-348 for Fiscal Year May 1, 2023 through April 30, 2024. Frank Florentine seconded. Motion carried in a vote by voice.

Julie Arvia, Park District resident, was present to comment on the Cardno, now Stantec, Natural Areas Site Assessment and Management Report that was posted to the District's website. Ms. Arvia cited the report's assessment that states "The Interpretive Garden is not accomplishing the core goals of park user education and recreation" and recommends the site as a high priority for management. Ms. Arvia is hopeful that since the District committed to securing a report, that it will continue to make improvements to the Interpretive Garden. She has seen progress, with vegetation having been recently mowed and new ramps installed on the boardwalk. Ms. Arvia also noted the site was made possible through a 2008 OSLAD grant and in 2010 was an award-winning landscape. With support and commitment, Ms. Arvia noted it can again be an award-winning landscape.

No other members of the public were present, and the floor for the public hearing remained open for thirty minutes while other business, not pertinent to Budget and Appropriation Ordinance No. 23-06-348, was duly transacted during said meeting.

Phil Cherry made Motion 23-1848 to close the floor and adjourn the public hearing at 7:30 p.m. Ryan Holley seconded. Motion carried in a vote by voice.

V. Correspondence

Ms. Marcquenski shared the following correspondence received over the past month.
A. Informative

Letter received from a resident in the Hunter Woods subdivision requesting a bike rack at Square Links Golf Course and response from the Executive Director noting the Park District will purchase and install a bike rack, as requested.

Letter received from a resident in White Oak Estates subdivision, requesting renovations and upgrades at White Oak Park and response from the Executive Director noting the Park District's playground inspector would schedule a special inspection at this park site.

Letter received from a Park District resident requesting additional benches at Indian Boundary South Park, and response from the Executive Director stating that benches would be ordered and installed this season.

Ms. Marcquenski noted the above letters included good suggestions that will be accomplished.

B. Appreciation

Thank you notes received from recipients of the Park District's 2023 College Scholarship Program awards.

VI. Presentation of the May 18, 2023, Board Meeting Minutes.

Craig Maksymiak made Motion 23-1849 to accept the May 18, 2023, Board Meeting Minutes as presented. Phil Cherry seconded.

Vote on Motion: Ayes: Phil Cherry, Ryan Holly, Frank Florentine, Craig Maksymiak, and Ken Blackburn. Nays: None. Abstained: Motion passed.

Presentation of the May 18, 2023, Executive Session Minutes.

Frank Florentine made Motion 23-1850 to accept the May 18, 2023, Executive Session Minutes as presented. Ryan Holley seconded.

Vote on Motion: Ayes: Phil Cherry, Ryan Holly, Frank Florentine, Craig Maksymiak, and Ken Blackburn. Nays: None. Abstained: Motion passed.

VII. Legal Report

Ken Blackburn read Budget and Appropriation Ordinance No. 23-06-348 into the record, a copy of which was provided to each Board Member in advance of said meeting, and asked for consideration of same.

Craig Maksymiak made Motion 23-1851 to adopt the Budget and Appropriation Ordinance No. 23-06-348 as presented. Frank Florentine seconded.

Ms. Marcquenski noted the Budget and Appropriation Ordinance is an annual requirement that provides leeway in spending, allowing the District, per Park Code, to expense 10% to 15% over its budget.

The Ordinance was displayed in the lobby thirty days prior to adoption and a legal notice was published in the June 7 edition of the *Daily Southtown*, no more than fourteen days or less than seven days prior to adoption. Certified copies of the Ordinance and Certification of Estimate of Revenue will be filed with the Will and Cook County Clerk's Offices

Vote on Motion: Ayes: Phil Cherry, Ryan Holly, Frank Florentine, Craig Maksymiak, and Ken Blackburn. Nays: None. Abstained: Motion passed.

VIII. Treasurer's Report

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

Craig Maksymiak made Motion 23-1852 to accept the Accounts Payable Listing. Phil Cherry seconded.

Audrey Marcquenski reported that the District received \$1,265,621.23 in property tax distributions from Will County this morning.

Vote on Motion: Ayes: Phil Cherry, Ryan Holly, Frank Florentine, Craig Maksymiak, and Ken Blackburn. Nays: None. Abstained: Motion passed.

IX. Executive Director's Report

The first in the 2023 summer series of Path to Reading stories will be installed at Island Prairie Park on Friday, June 16. In addition, the District will purchase and install permanent aluminum sign panels and may recommend a future sign installation as a potential future Eagle Scout project.

Staff met with Planning Resources, Inc. to discuss the redevelopment of Hunter Prairie Park as an OSLAD grant project. Audrey commended Bookkeeper, Sue Baker, for her tenacity in successfully completing the pre-award Grant Accountability and Transparency Act eligibility requirement, per State Statute 30 ILCS 708/1.

Ms. Marcquenski further noted that Hunter Prairie Park was one of four parks originally developed as a grant project in 1981. Redevelopment of this park site, if awarded the grant, would include new playground equipment, community gardens, a walking path, refreshed tennis courts and baseball field, a rain garden and Illinois shade trees. The Park District would be responsible for \$400,000 of the \$800,000 matching fund grant.

Resident input is critical to the process, and community meetings will be held at the Park District's Administration Building on June 28 and July 12 at 7:00 p.m.

The July 20 Board Meeting agenda will include a resolution authorizing the OSLAD grant application for the Hunter Prairie Park Redevelopment.

Lauterbach and Amen completed the on-site portion of the District's annual audit. Ms. Marcquenski noted this will be the final year with the current audit team. The Board can elect to stay with Lauterbach and Amen, but with a different team. The auditors offered to present the completed report at the August 18 meeting of the Park Board, however, Treasurer, Craig Maksymiak, noted we had a good presentation last year, and President, Ken Blackburn, agreed that audit presentations could be conducted every other year.

Staff began a conversation with Jarrod Scheunemann from Campfire Concepts regarding development of a master plan and strategic plan which could be blended into a single document. Additional information may be available in mid-July.

Ms. Marcquenski has an appointment at Old Plank Trail Community Bank to complete bond payments in advance of their July due dates.

X. Committee Reports

A. Maintenance

Seasonal staff are trained and working hard. Ms. Marcquenski noted it is nice to see the additional help over the summer months, and two college students were welcomed to the Park District the week of June 12.

One of the newly hired mowing contractors was unable to meet expectations, and thanks to the District's multi-contractor system, the contractor's assigned properties were split between two other existing mowing contractors and all is going well.

New playground slides were ordered for Crystal Lake and Kiwanis Parks.

B. Recreation

Preschool staff met their goal to expand registration to pre-Covid numbers by including the early childhood classes with open house events and through community outreach. Thanks to the efforts of this dynamic group, the ELC preschool now has two 3-year-old and two 4-year-old classes for the 2023/2024 school year.

The District's BDC dancers represented the Park District, performing on stage at Breidert Green during the Village of Frankfort's 60423 Day.

C. Information Technology

Sufficient information was included in the June Executive Director's Report.

D. Special Recreation

Ms. Marcquenski asked for Board consideration to provide a \$750 sponsorship for LWSRA's annual golf outing fundraiser to be held on August 18, 2023.

Craig Maksymiak made Motion 23-1853 authorizing the provision of a \$750.00 sponsorship for LWSRA's annual golf outing fundraiser to be held on August 18, 2023, as requested. Ryan Holley seconded.

Vote on Motion: Ayes: Phil Cherry, Ryan Holly, Frank Florentine, Craig Maksymiak, and Ken Blackburn. Nays: None. Abstained: Motion passed.

E. Finance and Planning

No report

F. Golf Course

Driving range and golf sales are up from the previous year, and good weather conditions combined with marketing efforts are credited with the increase. Ms. Marcquenski also noted that over the past two weeks, 90+ new users booked tee times on Teesnap.

Square Links is on GolfNow, an NBC Sports online booking service, which can introduce new golfers to our course and/or provide patrons with another way to sign up for tee times.

Staff have been preparing for the Father's Day weekend, historically the busiest weekend of the year at Square Links.

G. Office

Irene Gama was welcomed to the front office team.

Staff have been busy managing Dog Park memberships, activating and deactivating key fobs, assisting community gardeners, and managing the varied requests they receive on a daily basis.

H. Risk Management

Sufficient information was included in the June Executive Director's Report.

I. Community Updates

The Maddog Strong Foundation will hold its annual events beginning with a tree dedication at Island Prairie Park, known as Maddie's Grove, on Friday, June 23, followed by the Miles for Maddog 10K Run / 5 K Run & Walk on Saturday, June 24. Park Maintenance staff cleaned up the park site in preparation for Friday's event.

J. Freedom of Information

Audrey Marcquenski reported that the District received and responded to the annual FOIA request from the Better Government Association, requesting full payroll expenditures along with information related to elected and appointed officials.

XI. Old Business

Commissioner, Frank Florentine, asked if the additional contribution for capital improvement projects to the LWSRA facility, approved by the Park Board in May had been similarly approved by the other member boards. Ms. Marcquenski noted our District was the first to approve the measure and hopes to learn more during June 20 LWSRA's Board Meeting.

XII. New Business

No new business was discussed.

A. Commissioner's Comments

Phil Cherry noted that Park District staff do not get enough credit for all they do, citing the Ice Cream Social where Erin Kertson was serving ice cream, photographing the event, and emptying garbage. Mr. Cherry commended staff for all the hard work they put in day after day and asked Ms. Marcquenski to share his appreciation.

Frank Florentine reported that neighbors have been enjoying fishing this season, thanks to Ed Reidy and his staff stocking ponds throughout the District.

Ryan Holley stated that he has noticed and appreciates all the efforts throughout the District.

Commissioners discussed use of baseball fields and requests were made for an additional restroom at Kiwanis Park and additional garbage cans by the Indian Trail ballfields.

President, Ken Blackburn, inquired about the status of the restaurant at Square Links, and Audrey noted the owner of Jimbooo's Italian Beef is experiencing a busy catering season, and his restaurant in Thornton has not yet sold, but he has been on-site and is planning to open soon.

XIII. Executive Session

No business came before the Board that required an executive session.

XIV. Adjournment

Craig Maksymiak made Motion 23-1854 to adjourn the meeting at 7:45 p.m. Ryan Holley seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
July 20, 2023

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

I. Call to Order

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

II. Roll Call

Present were: Commissioners Frank Florentine, Ryan Holley, Dave Macek, Craig Maksymiak, and Denis Moore.

Absent were: Commissioners Ken Blackburn and Phil Cherry.

Also present were: Audrey Marcquenski, Executive Director/Park Secretary, and Linda Mitchell, Recording Secretary, residents, Ed and Carlene McGill.

III. Pledge of Allegiance

IV. Public Input

Mr. and Mrs. McGill, longtime Park District residents, introduced themselves to the Park Board, noting that their family moved to Frankfort Square because of the highly rated School Districts and Park District and her children participated in FSPD tot programs, providing them with a wonderful start towards kindergarten.

The McGill's were present to discuss concerns regarding the pickleball courts at Champions Park, a facility that is close to their home.

The main issue is that large groups arrive in the early morning and remain, playing pickleball until well past 10:00 p.m. at this lighted facility. The highest level of play occurs on weekends with overflow crowds setting up tents outside the facility as they wait for open courts.

The constant play at the courts causes a noise nuisance for surrounding homeowners, diminishing quality of life.

It appears that the pickleball players come from out of town. The traffic causes congestion, and players show little regard for neighbors as they leave drive through the neighborhood at high rates of speed.

Mrs. McGill asked if hours at this facility could be curtailed, affording residents some peace and quiet. She also suggested that the Board consider charging non-residents a fee to use this taxpayer-supported facility, noting a locked gate with a fob entrance may be installed, similar to the gates at the Dog Park and community gardens.

Vice President, Dave Macek, and Treasurer Craig Maksymiak thanked the McGill's for their input, and Mr. Macek noted that Ms. Marcquenski will review the matter with staff and make recommendations for Board consideration.

V. Correspondence

Ms. Marcquenski shared the following correspondence received over the past month.

B. Appreciation

Thank you note received from Indian Trail's SCO leaders, thanking the Maintenance staff for helping with the school's end of year field days event by filling the dunk tank.

Thank you note and team photo received from the Oak Forest High School JV Softball team, expressing appreciation for the Park District's donation of a foursome of golf with two power carts for their fundraiser. The request for support came from the District's longtime Square Links Clubhouse employee, who is also a teacher and softball team coach.

Thank you note received from a 2023 College Scholarship award recipient.

VI. Presentation of the June 15, 2023, Board Meeting Minutes.

Frank Florentine made Motion 23-1855 to accept the June 15, 2023 Board Meeting Minutes as presented. Craig Maksymiak seconded.

Vote on Motion: Ayes: Ryan Holly, Frank Florentine, Denis Moore, Craig Maksymiak, and Dave Macek. Nays: None. Abstained: None. Motion passed.

VII. Legal Report

Vice President, Dave Macek read Resolution No. 23-07-44, a resolution authorizing the application for an OSLAD grant application for the redevelopment of Hunter Prairie Park into the record, a copy of which was provided to each Board Member in advance of said meeting and asked for consideration of same.

Craig Maksymiak made Motion 23-1856 to authorize Resolution No. 23-07-44, a resolution authorizing the application for an OSLAD grant application for the redevelopment of Hunter Prairie Park as presented. Denis Moore seconded.

Commissioner Denis Moore asked if there are plans to move forward with the Hunter Prairie Park project if the IDNR does not award the Park District with an OSLAD grant. Ms. Marcquenski responded that approval of the resolution simply reflects the District's commitment to the OSLAD matching funds grant program. If awarded a grant, there are options on how to meet the District's financial obligation including using force labor where Park District maintenance staff complete a portion of the work, financing through our local bank, or using a portion of the District's fund balance or budget dollars. The expectation is that the project be completed within two years of IDNR approval.

Ms. Marcquenski further noted that in the event the grant application is unsuccessful, the Park District will move forward with the purchase and installation of playground equipment and then continue the conversation to prioritize projects..

Mr. Macek asked if the plan that is currently displayed at the Community Center was updated following resident input provided during the Hunter Prairie Park Redevelopment public meeting held on June 28. Ms. Marcquenski responded affirmatively, noting that the existing trees that were important to residents are reflected on the plan, as well as three pieces of playground equipment requested by the children that were in attendance that evening which includes a zip line, spinner seat, and climbing web.

To date, the Park District received letters of support from the Superintendents of Lincoln-Way Community High School and Summit Hill School District, Village of Frankfort and Tinley Park officials, local business owners, and residents, an important component of the OSLAD grant application.

Vote on Motion: Ayes: Ryan Holly, Frank Florentine, Craig Maksymiak, Denis Moore, and Dave Macek. Nays: None. Abstained: None. Motion passed.

Vice President, Dave Macek read OSLAD DOC-3 Resolution, a resolution acknowledging and certifying compliance with all terms, conditions, and regulations therein, a copy of which was provided to each Board Member in advance of said meeting and asked for consideration of same.

Ryan Holley made Motion 23-1857 to authorize OSLAD DOC-3 Resolution, a resolution acknowledging and certifying compliance with all terms, conditions, and regulations therein, as presented. Craig Maksymiak seconded.

Vote on Motion: Ayes: Ryan Holly, Frank Florentine, Craig Maksymiak, Denis Moore, and Dave Macek. Nays: None. Abstained: None. Motion passed.

VIII. Treasurer's Report

On behalf of the Board of Commissioners, Vice President, Dave Macek, accepted the June Treasurer's Report, pending audit.

Craig Maksymiak made Motion 23-1858 to accept the Accounts Payable Listing. Denis Moore seconded.

Vote on Motion: Ayes: Ryan Holly, Frank Florentine, Craig Maksymiak, Denis Moore, and Dave Macek. Nays: None. Abstained: None. Motion passed.

IX. Executive Director's Report

The Mayor of Frankfort, Keith Ogle, requested to meet with Park Board President, Ken Blackburn, and the meeting will be scheduled in early August.

Ms. Marcquenski reported that the District's Positive Pay system, available through Old Plank Trail Community Bank, successfully identified two fraudulent checks, saving the Park District a total of \$7,308.19.

The Park District received a request from a representative of the U.S. Fish and Wildlife Service, who expressed an interest in conducting a US geological survey on the rusty patched bumble bee at Island Prairie Park. The proposed survey is being completed as part of a national bumble bee recovery plan, and our park was identified as a good spot to conduct this research. The Park District will be provided with a copy of the group's survey results.

Ms. Marcquenski is currently reviewing a proposal submitted by Campfire Concepts to develop a combined master plan/strategic plan. The plan will be brought before the Park Board for consideration at the August or September meeting.

Ms. Marcquenski noted that the August Board Meeting will be held at the Square Links Clubhouse, as was decided during the May 18 organizational meeting of the Park Board.

The first Local Government Efficiency committee meeting will be held on September 21, following the regular Board Meeting, and the first draft of the required report will be provided to committee members in advance of this meeting.

The second book in the 2023 Path to Reading series, *Giraffe's Can't Dance*, will be installed at Community Park the week of July 31. This well-accepted project that was introduced in 2022, and moving forward, will be displayed with permanent mounts.

X. Committee Reports

A. Maintenance

The newly hired full-time Maintenance staff member has been absent over the past month due to illness, and is expected to return on Monday, July 31.

Work continues at Champions Park, and to date the fencing and overgrown arborvitaes have been removed. The warning track will be excavated, and the spoils will be used to infill the JV North athletic field to rectify erosion issues at this site.

Maintenance staff replaced railings at the Woodlawn Park fishing pier and will likewise make repairs at the Community Park pier.

B. Recreation

The District's BDC Company dancers returned from the National competition in Pigeon Forge, Tennessee, and Ms. Marcquenski reported that although it was their first time on a national stage, they did remarkably well, exceeding all expectations and earned multiple trophies and awards. The group, consisting not only of dancers and teachers, but family members, comprised a group of 300+, and all are interested in making this an annual event. Commissioner, Frank Florentine asked if travel costs remained within budget, and Ms. Marcquenski noted that she is awaiting final numbers.

This evening's concert at the Island Prairie Park lakeside bandshell is being performed by John Falsey, FSPD laborer and piano teacher, and Dave Gorka, FSPD's IT contractor.

C. Information Technology

Sufficient information was included in the June Office summary.

D. Special Recreation

Ms. Marcquenski, President of the LWSRA Board, reported that the July 18 Board Meeting detailed the large number of programs offered by the agency and that its summer day camp recorded its highest enrollment numbers, and will conclude in two weeks.

Dave Macek, President of the LWSR Foundation, reported that the August 11 golf fundraiser at The Sanctuary Golf Course in New Lenox has been sold out, however the August 18 golf fundraiser at Green Garden Country Club in Manhattan has foursomes available. Sponsorships are going well, and donations have exceeded those received for the 2022 golf outings, with all money raised benefiting LWSRA.

Mr. Macek reported that two open LWSR Foundation Board Member seats were filled, however the Foundation is looking to fill the recording secretary position.

Keith Wallace, LWSRA Executive Director, has been named USA Wheelchair Softball Coach of the Year.

E. Finance and Planning

No report.

F. Golf Course

Mr. Macek inquired about the restaurant operation at Square Links, and Ms. Marcquenski responded that the owner of Jimbooo's Italian Beef has not yet sold his building in Thornton and is providing intermittent service at Square Links, however he continues to pay rent, per the services agreement.

G. Office

Mr. Florentine commended staff for their efforts in saving the Park District \$2,600 in copier costs over the past year.

Mr. Florentine also inquired about computer issues encountered at the Splash Park this season, requiring manual operation of the components. Ms. Marcquenski reported that replacement of the controls would shut down the facility for the remainder of the season, therefore, repairs will be postponed until the fall.

Ms. Marcquenski reported that front office staff do a phenomenal job in managing daily phone calls that cover a wide variety of matters and requests, ensuring all receive the answers and services the community has come to expect from the Park District.

H. Risk Management

Sufficient information was included in the Executive Director July report.

I. Community Updates

Mr. Macek asked if there were updates regarding the proposed development at 80th Avenue and 191st Street. Ms. Marcquenski responded that the District received a preliminary plan that includes a small tot lot with playground equipment at the northern most boundary of our District and that the developer will meet with FSPD staff in the coming weeks.

J. Freedom of Information

Audrey Marcquenski reported that the District received and responded to two FOIA requests for information over the past month, as detailed in the FOIA cost spreadsheet linked to the July Board Meeting agenda.

The first was from NBC Chicago inquiring about the cost of FOIA's incurred by requests that reach the level of PAC review, of which the District had none.

The second FOIA requested all communication regarding approval, inclusion, rejection, concerns, or complaints related to Scout leaders or parents of BSA Scouts from January 2020 to date. Ms. Marcquenski noted this request involved a great deal of staff time and attorney costs, and served as a good reminder that all Park District documents and communication are public record and subject to FOIA.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

A. Commissioner's Comments

Mr. Moore commended John Keenan on his summer band concert selections, noting he has heard good things about the performances from residents and neighbors.

Mr. Florentine expressed appreciation for the great job staff continue to accomplish on a daily basis.

XIII. Executive Session

No business came before the Board that required an executive session.

XIV. Adjournment

Craig Maksymiak made Motion 23-1859 to adjourn the meeting at 7:46 p.m. Frank Florentine seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
August 17, 2023

The following are Minutes of a meeting of the Frankfort Square Park District Board of Commissioners held at the Square Links Golf Course & Practice Center Clubhouse, 7861 W. St. Francis Road, Frankfort, Illinois.

I. Call to Order

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

II. Roll Call

Present were: Ken Blackburn, Phil Cherry, Frank Florentine, Ryan Holley, Dave Macek, and Craig Maksymiak.

Absent was: Denis Moore.

Also present were: Audrey Marcquenski, Executive Director/Board Secretary, Linda Mitchell, Recording Secretary, and Mr. & Mrs. Sherman, Mr. & Mrs. McGill, and Mr. & Mrs. Janssen, Frankfort Square residents.

III. Pledge of Allegiance

IV. Public Input

Patty Sherman addressed the Park Board, noting she and her family lived in their home on Rosewood Drive in Frankfort Square for over 25 years and they made many outdoor improvements and enjoyed recreating in their backyard until the pickleball courts were constructed 50' from their property line, 80' from their bedroom window. The Sherman's son is an audio engineer, and he measured the sound, revealing that from a distance of 100' from the pickleball court, the test revealed a noise level of 70 decibels (dB), or 8 times the dB in typical residential areas. The sound produced by a pickleball paddle is alarming and was measured at 1,200 hertz (hz). This level of hz awakens the brain, setting off anxiety with relentless noise.

In addition to the noise levels, some of the players drive recklessly through the neighborhood, are belligerent and verbally abusive, insulting the residents with foul language and physical threats.

Ms. Sherman appreciates that the Board and staff are listening to the residents and that the hours have been adjusted from 9:00 a.m.-6:00 p.m., however, individuals are ignoring the posted hours and playing at least an hour after the courts close.

Ms. Sherman noted that the majority of the pickleball players are not residents and do not support the facility with their tax dollars. She asked the Board to consider permanently closing any pickleball courts that are within 100' of homes and replacing them with a pollinator or community gardens to help restore peace to the neighborhood.

Carlene McGill cited a recent article about the rise in popularity of pickleball, but that it also causes disruption to the quality of life for those that reside near pickleball courts.

Ms. McGill expressed appreciation to Audrey Marcquenski for listening to the residents and for working towards a solution, noting that she and her neighbors have been dealing with pickleball issues since 2020. Mr. McGill noted that he appreciates the game and healthy pursuits enjoyed by occasional players, however, non-resident groups that arrive as early as 6:45 a.m., setting up tents and large coolers, yelling, and swearing every weekend, have made it difficult for families within the Park District to play. Mr. McGill recounted a situation where a 10-year-old neighbor used to play pickleball with his friends, but league players have chased them away, stating they reserved the courts. Out of town residents have also been observed driving recklessly in the parking lot shared by the Mary Drew facility where the Park District conducts children's programming.

Audrey Marcquenski has studied the issue and stated that she shared some ideas with the Park Board and Ms. McGill but will need time to make changes that can include ordinances and improvements with a goal to mitigate noise and discourage group and tournament play. These changes will take time to ensure proper legal recourse, and ideas will be brought before the Board prior to taking action.

President, Ken Blackburn stated that the Park District will keep all options open and will incorporate changes prior to the 2024 season opening.

V. Correspondence

No correspondence was presented.

VI. Presentation of the July 20, 2023 Board Meeting Minutes.

Dave Macek made Motion 23-1860 to accept the July 20, 2023, Board Meeting Minutes as presented. Craig Maksymiak seconded.

Vote on Motion: Ayes: Phil Cherry, Frank Florentine, Ryan Holley, Craig Maksymiak, and Dave Macek. Abstained: Ken Blackburn. Nays: None. Motion passed.

VII. Legal Report

President, Ken Blackburn read by title and requested consideration of Ordinance 23-08-345, An Ordinance Amending Policies for Remote Participation, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting.

Craig Maksymiak made Motion 23-1861 to adopt Ordinance 22-08-345, as presented. Dave Macek seconded.

Vote on Motion: Ayes: Phil Cherry, Frank Florentine, Ryan Holley, Craig Maksymiak, Dave Macek, and Ken Blackburn. Nays: None. Motion passed.

Ken Blackburn read by title and requested concertation of a Comprehensive Plan Services Proposal provided by Campfire Concepts, a copy of which was provided to each member of the Board of Park Commissioners prior to said meeting.

Treasurer, Craig Maksymiak, inquired about the cost of the proposal, stating it had increased from previous Campfire Concept proposals. Ms. Marcquenski noted the proposal outlines a different product that includes a master plan and strategic plan that will involve a more involved process including Board and staff interviews. The price for this plan is reasonable and within budget.

Dave Macek made Motion 23-1862, authorizing Ms. Marcquenski to accept the Comprehensive Plan Services Proposal provided by Campfire Concepts, as presented. Phil Cherry seconded.

Vote on Motion: Ayes: Phil Cherry, Frank Florentine, Ryan Holley, Craig Maksymiak, Dave Macek, and Ken Blackburn. Nays: None. Motion passed.

Ken Blackburn presented travel reimbursement forms for senior trip coordinators' meal and incidental expenses to be incurred during the trip to Niagara Falls, Ontario Canada, October 8-14, copies of which were provided to each Board Member in advance of said meeting and requested consideration of same.

Craig Maksymiak made Motion 23-1863, approving travel reimbursement forms for trip coordinators meal and incidental expenses to be incurred during the trip to Niagara Falls, Ontario Canada, October 8-14, as presented. Phil Cherry seconded.

Commissioner, Frank Florentine felt the reimbursement cost seems low for the length of the trip. Ms. Marcquenski stated that the trip coordinator and assistant coordinator are being provided with travel packages that cover the majority of meal expenses, except for two dinners, seven lunches, and incidental expenses.

Vote on Motion: Ayes: Phil Cherry, Frank Florentine, Ryan Holley, Craig Maksymiak, Dave Macek, and Ken Blackburn. Nays: None. Motion passed.

VIII. Treasurer's Report

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

Craig Maksymiak made Motion 23-1864 to accept the Accounts Payable Listing. Ryan Holley seconded.

Ms. Marcquenski reported that adjusting journal entries requested by the auditors are reflected in the Treasurer's Report opening balance related to a truck payment that was drawn from the budget's Recreation equipment purchase and rental line item, and moving forward, a capital loans and leases section was added to the budget where subsequent monthly truck payments are drawn from Corporate. In addition, a debt service interest payment was incorrectly coded, resulting in a reduction in the opening balance of \$1,639.

Vote on Motion: Ayes: Phil Cherry, Frank Florentine, Ryan Holley, Craig Maksymiak, Dave Macek, and Ken Blackburn. Nays: None. Motion passed.

Ken Blackburn requested consideration of Audited Financial Report, Fiscal Year Ended 4/30/2023, completed by the independent audit firm of Lauterbach & Amen LLP, a copy of which was provided to each Board Member in advance of said meeting.

Craig Maksymiak made Motion 23-1865 to accept the Audited Financial Report, Fiscal Year Ended 4/30/2023, as presented. Dave Macek seconded.

Vote on Motion: Ayes: Phil Cherry, Frank Florentine, Ryan Holley, Craig Maksymiak, Dave Macek, and Ken Blackburn. Nays: None. Motion passed.

IX. Executive Director's Report

Staff continue to provide required documentation for the OSLAD grant Hunter Prairie Park Redevelopment application that is due by August 31. The last item, a narrative was reviewed, and edits were sent to PRI, landscape architect and grant administrator. It is expected that the IDNR will announce grant awards by March 2024.

The first of three Local Government Efficiency Committee meetings will be held on September 21, 2023, immediately following the Board Meeting. The efficiency report draft will be provided to all committee members that include Audrey Marcquenski, the Park Board, and residents, Pam Kohlbacher and Bonnie Roach.

The Park Board discussed the issues presented by residents during the public input section of this Board Meeting. All agree that action will need to be taken and that residents appreciate Ms. Marcquenski's efforts to resolve the challenges of the Champions Park pickleball courts, balancing the need for peaceful enjoyment of the homeowners with the enjoyment of residents that should be able to access the pickleball facility.

X. Committee Reports

A. Maintenance

The maintenance department continues to operate with a small staff, as Connor Rich, newly hired full-time employee resigned his position. Job postings are in progress, but Ms. Marcquenski noted it can be challenging to find the right people.

Ms. Marcquenski reported that the District employed an outstanding summer crew. All worked hard and she was thankful for their efforts this season.

B. Recreation

The fall brochure was delivered to the Frankfort and Tinley Park post offices, and program registration begins the week of August 21.

Summer Day Camp ends on Friday, August 18, and Audrey noted that this program was successful due to the great group of counselors.

The Before and After School Program will begin on Wednesday, August 23.

C. Information Technology

No report.

D. Special Recreation

Ms. Marcquenski noted that all LWSRA member agencies approved the continuation of the annual levy for special recreation contribution allowing for the LWSRA Board to formally approve it at the August 15, 2023 Board Meeting.

The second of two LWSR Foundation fundraisers will be held at Green Gardens Country Club on Friday, August 18, and the Park District will be well-represented at this event.

E. Finance and Planning

Sufficient information was included in the August Executive Director's Report.

F. Golf Course

Letters requesting support for the District's annual College Scholarship Golf Classic were sent to vendors, contractors, and District partners, and to date, \$4,000 has been received,

G. Office

Ms. Marcquenski commended front office staff for their friendly attitudes and willingness to aid all departments, whether managing calls and recording comments from pickleball players during the recent Champions Park pickleball court hiatus, to entering work orders into the new Productive Parks software system.

Office staff are preparing for the start of fall registration on Monday, August 21.

All community groups need space, in particular the Wildcat Cheerleaders requested regular usage of the main gym at LWN, however that would require denying usage to a large number of people that utilize the gym. John Keenan, Superintendent of Recreation hoped to provide the cheerleaders with access to the LWN cafeteria, but the School District is currently using it for storage.

H. Risk Management

No report.

I. Community Updates

Ms. Marcquenski reported that she has been in conversation with officials from the Villages of Frankfort and Tinley Park regarding planned improvements in their respective communities.

Road improvements currently underway along 80th Avenue in Tinley Park includes a bike path that will connect to the Park District's path system and enable commuters to bike to the 80th Avenue Metra Station.

Apartments along 191st Street will go vertical within the next two weeks. A new subdivision at the southwest corner of 191st Street and 80th Avenue has been approved for construction, and although Brookside Glen developers exceeded park land donation, this development may include a tot lot. Ms. Marcquenski will meet with Frank Bradley, Crana Homes developer, and the small park can be constructed per Park District specifications.

J. Freedom of Information

No Freedom of Information requests were received over the past month.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

A. Commissioner's Comments

Frank Florentine and Ryan Holley thanked Audrey Marcquenski for managing the recent pickleball and community garden challenges.

Commissioner, Phil Cherry noted that the fountain at Community Park looks amazing.

Mr. Cherry observed increased traffic at Mary Drew that included Summer Day Camp and dance program dismissals, players arriving for Wildcats Football practice, and pickleball players. All seemed to be in a rush, and he asked if a crosswalk or speed bump could be installed to slow down traffic as a proactive safety measure.

Commissioners, Frank Florentine and Ryan Holley agreed with Mr. Cherry's observations, and Mr. Florentine suggested a temporary stop sign, while Mr. Holley noticed residents park cars across the sidewalks, causing kids to use the street to pass on their way to and from Mary Drew. Ms. Marcquenski will discuss this matter with Dr. McDermott, SHSD Superintendent.

XIII. Executive Session

No business came before the Board that required an executive session.

XIV. Adjournment

Dave Macek made Motion 23-1866 to adjourn the meeting at 8:12 p.m. Ryan Holley seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
September 21, 2023

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. Roll Call

Present were: Ken Blackburn, Phil Cherry, Frank Florentine, Dave Macek, Craig Maksymiak, and Denis Moore.

Absent were: Ryan Holley and Audrey Marcquenski.

Also present were: John Keenan, Superintendent of Recreation, Ed Reidy, Superintendent of Parks, and Linda Mitchell, Recording Secretary.

III. Pledge of Allegiance

IV. Public Input

No members of the public were present for input.

V. Correspondence

A. Appreciation

Email received from a resident, expressing appreciation for the Path to Reading story, *The Kissing Hand*, that is currently posted along the Brookside Glen path, noting it is a wonderful story for youngsters and those that are young at heart.

VI. Presentation of the August 17, 2023 Board Meeting Minutes.

Craig Maksymiak made Motion 23-1867 to accept the August 17, 2023, Board Meeting Minutes as presented. Dave Macek seconded.

Vote on Motion: Ayes: Phil Cherry, Frank Florentine, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Abstained: None. Nays: None. Motion passed.

VII. Legal Report

Vice President, Dave Macek, read by title and requested consideration of Ordinance No. 23-09-350, an Ordinance abating the tax hereto levied for the year 2023 to pay the principal of and interest on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019A, and General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019B, of the Frankfort Square Park District, Will and Cook Counties, Illinois, a copy of which was provided to each Board Member in advance of said meeting.

Frank Florentine made Motion 23-1868 to adopt Ordinance No. 23-09-350, an Ordinance abating the tax hereto levied for the year 2023 to pay the principal of and interest on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019A, and General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019B, of the Frankfort Square Park District, Will and Cook Counties, Illinois. Craig Maksymiak seconded.

The abatement ordinance is an annual requirement. When a park district funds a bond issue, it is legally allowed to use tax dollars and pay out of its budget. If not abated, resident taxes would increase.

Vote on Motion: Ayes: Phil Cherry, Frank Florentine, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Nays: None. Motion passed.

Vice President, Dave Macek, read by title and requested consideration of Ordinance No. 23-09-351, an Ordinance providing for the issue of \$136,000 General Obligation Limited Tax Park Bonds, Series 2023, for the purpose of providing the revenue source for the payment of certain outstanding alternate bonds of the Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said Bonds to Old Plank Trail Community Bank, N.A.. a copy of which was provided to each Board Member in advance of said meeting.

Phil Cherry made Motion 23-1869 to adopt Ordinance No. 23-09-351, an Ordinance providing for the issue of \$136,000 General Obligation Limited Tax Park Bonds, Series 2023, for the purpose of providing the revenue source for the payment of certain outstanding alternate bonds of the Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said Bonds to Old Plank Trail Community Bank, N.A., as presented. Denis Moore seconded.

Following the retirement of the 2002 Referendum Bond issue and the resulting decrease in residents' property taxes, the G.O. Limited Tax Park Bonds (mini bond) was revisited as a revenue source for payment of certain outstanding alternate bonds.

Vote on Motion: Ayes: Phil Cherry, Frank Florentine, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Nays: None. Motion passed.

VIII. Treasurer's Report

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

Dave Macek made Motion 23-1870 to accept the Accounts Payable Listing. Phil Cherry seconded.

Vote on Motion: Ayes: Phil Cherry, Frank Florentine, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Nays: None. Motion passed.

IX. Executive Director's Report

John Keenan and Ed Reidy reported on the following information that was provided in advance of the meeting by Audrey Marcquenski, Executive Director.

The OSLAD grant application for the redevelopment of Hunter Prairie Park has been completed and submitted to the IDNR. The application includes input and requests for amenities that would benefit the community that were provided by residents that were in attendance during the two public meetings. We look forward to learning in the spring of 2024 if we will be chosen for a grant award.

The Comprehensive Planning process began on Monday, September 18 with a visit from Jarrod Scheunemann and his team from Campfire Concepts.

On September 14, the Park District received a Will County tax distribution in the amount of \$1,091,046.09.

X. Committee Reports

A. Maintenance

The Park District is looking to fill full-time maintenance positions and Ed Reidy is following up with two candidates that submitted their resumes.

The District has a good contractor that completed large floor cleaning projects at the Community Center, and his company will assist with the LWN fieldhouse track, hallways, and wood floor gym. These areas are heavily used and require special attention, especially during the winter months.

Asphalt work was completed at the Union Creek front parking lot near the dog park and on the large cracks, cutting out the weakness and patching on the Island Prairie Park path and at Indian Boundary South Park.

Sealcoating was completed at Union Creek and Lake of the Glens Parks the week of September 18.

The animal trapper is relocating problematic wildlife, an opossum and skunks, from the golf course that are digging through sand traps and will also remove a beaver from Woodlawn Park Pond.

B. Recreation

All of the fall adult fitness offerings that include 3-4 yoga classes and 2 Zumba classes at LWN have filled.

An informational meeting was held this week for the active adult trip to Niagara Falls, and staff are making final preparations before the group heads out on October 7.

C. Information Technology

Nicolette Jerik, Superintendent of Office Administration and Technology, and Dave Gorka, IT Contractor, completed a successful file transfer test this week, moving calendar information from RecTrac to Productive Parks, and representatives from both companies were instrumental in this process.

D. Special Recreation

Dave Macek, LWSR Foundation President, reported that the Foundation's second 2023 golf outing at Green Gardens was very successful. Mr. Macek estimates that funds raised on behalf of LWSRA will have increased over the previous year. Mr. Macek also thanked the Park District for its help and support with this annual event.

John Keenan reported that Keith Wallace, LWSRA Executive Director, reached out to request two dates at Lincoln-Way North for the 2024 wheelchair basketball event.

E. Finance and Planning

No report.

F. Golf Course

Staff are making final preparations to showcase our generous sponsors at the September 23, 2023 College Scholarship Classic through signage provided at no charge by One Up Signs. To date, the District has received \$7,000 towards the FSPD's College Scholarship Program and anticipate in excess 200 golfers to participate in this annual fundraising event. Ken Bus, Golf Pro will run a longest putt Split the Pot contest.

Last year, staff worked with Campfire Concepts on the golf course marketing plan and new logo. At this time, golf rounds are up 40% and range buckets 60% over last year. Audrey is confident that weather is responsible for these tremendous increases, as favorable weather showcases the excellent facility and the welcoming and skilled staff we have at Square Links.

Dave Macek inquired about the contracted service of Burlington Golf that robotically retrieved 5,100 golf balls from the 7th Hole Pond alone at Square Links the week of September 10. John described the process, noting there is no cost for the service and the golf course is able to purchase "golf saver" balls at a discounted price.

G. Office

Sufficient information was included in the monthly summary that was made part of the September Executive Director's Report.

H. Risk Management

Sufficient information was included in the monthly summary that was made part of the September Executive Director's Report.

I. Community Updates

Work is underway on the Village of Frankfort bike path connection on Pfeiffer Road beginning at the Lighthouse Pointe subdivision to Route 30. Work also continues on the bike path along 80th Avenue that will extend to the 80th Avenue Metra Train Station in Tinley Park.

J. Freedom of Information

No FOIA requests were received over the past month.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

Dave Macek asked about Lincoln-Way busing as he noticed a different bus company in the neighborhood. Staff responded that Lincoln-Way is no longer providing bus service to Summit Hill School District 161 students therefore they contracted with Safeway.

Commissioner's Comments

Commissioner, Phil Cherry inquired about a small brick facility that is located off Brookside Glen Drive in the Brookside Glen subdivision. Ed Reidy responded that it is a pump house owned and maintained by the Village of Tinley Park, and that they recently removed overgrown arborvitaes that surrounded the pump house, making it visible to the public.

Mr. Cherry also asked if the boom lifts at Champions Park was to install LED lights, and Ed Reidy confirmed that they are onsite to install the new lighting.

Mr. Cherry asked Mr. Reidy if the maintenance department is experiencing any adverse issues since they are shorthanded. Mr. Reidy noted that golf course ranger, Joe Cline has been assisting maintenance staff, Assistant Superintendent, Marlon Medina and Lou Viecele are very adept at managing projects and daily tasks, and Vince Broenneke, college student, works on Thursdays and Fridays, however the plan is to hire staff that have experience as equipment operators.

Mr. Reidy reported that he is currently reviewing two resumes for full-time maintenance employees and that the Illinois Arborist Association has been helpful and will distribute our flyers during their Career Day event at the Morton Arboretum. Jeff Graefen, longtime District Construction Contractor, has also been very helpful in notifying his contacts that the District is hiring.

XIII. Executive Session

No business came before the Board that required an Executive Session.

XIV. Adjournment

Craig Maksymiak made Motion 23-1871 to adjourn the meeting at 7:27 p.m. Dave Macek seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell

FRANKFORT SQUARE PARK DISTRICT
BOARD MEETING
October 19, 2023

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. Roll Call

Present were: Ken Blackburn, Phil Cherry, Ryan Holley, Dave Macek, Craig Maksymiak, and Denis Moore.

Absent was: Frank Florentine

Also present were: Audrey Marcquenski, Executive Director/Board Secretary and Linda Mitchell, Recording Secretary.

III. Pledge of Allegiance

IV. Public Input

No members of the public were present for input.

V. Correspondence

A. Appreciation

Email received from Franciscan Sisters of the Sacred Heart, thanking the Park District for supporting their annual golf fundraiser with a Square Links foursome of golf raffle prize.

Thank you letter received from St. Julie Billiard Catholic Church, expressing appreciation for the Park District's support of its Taste of St. Julie church fundraiser by providing Square Links passes for their raffle.

VI. Presentation of the September 21, 2023 Board Meeting Minutes.

Craig Maksymiak made Motion 23-1872 to accept the September 21, 2023, Board Meeting Minutes as presented. Denis Moore seconded.

Vote on Motion: Ayes: Phil Cherry, Ryan Holley, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Abstained: None. Nays: None. Motion passed.

VII. Legal Report

Audrey Marcquenski, read by title and requested consideration of Resolution No. 23-10-45 a Truth in Taxation Law Resolution providing an estimate of taxes to be levied in accordance with Section 60 of the "Truth in Taxation Law", a copy of which was provided to each Board Member in advance of said meeting.

Dave Macek made Motion 23-1873 to adopt Resolution No. 23-10-45 a Truth in Taxation Law Resolution providing an estimate of taxes to be levied in accordance with Section 60 of the “Truth in Taxation Law”, as presented. Ryan Holley seconded.

The goal of the Park District is to inflate the levy to capture new growth. There has been a lot of talk about new developments, especially in Tinley Park. Development increases the District’s EAV, and this proposed levy can be considered a big net that captures new development that provides tax revenue.

The Park District cannot receive more tax revenue than the law allows by the property tax calculation that includes the tax cap that has been in place since 1991. Therefore, even if this estimated levy is higher than the results of the final levy figures, the Park District will only receive what is established by the final EAV and new growth figures.

Vote on Motion: Ayes: Phil Cherry, Ryan Holley, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Abstained: None. Nays: None. Motion passed.

Audrey Marcquenski presented a revised Personnel Handbook that was updated by Park District Counsel from the law firm of Ancel Glink, to ensure the document is current with all state and federal legislation, along with recently enacted Park District policies, a copy of which was provided to each Board Member in advance of said meeting and requested consideration of same.

Phil Cherry made Motion 23-1874 to adopt the revised Personnel Handbook as presented. Craig Maksymiak seconded.

Denis Moore requested a correction to a formatting issue that will be rectified as noted.

Vote on Motion: Ayes: Phil Cherry, Ryan Holley, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Abstained: None. Nays: None. Motion passed.

Audrey Marcquenski requested Board consideration to renew the Square Links Class D liquor license, at County and State levels.

Craig Maksymiak made Motion 23-1875 approving renewal of the Square Links Class D liquor license through Will County and the State of Illinois, as requested. Ryan Holley seconded. Motion carried in a vote by voice.

Ms. Marcquenski stated that in addition to providing beverage service to golf course patrons, the liquor license also enables the Park District to support community groups that include Frankfort Square Baseball League, Frankfort Square Wildcats, and the Scouts, with beverage sales revenues that are annually distributed during November Board Meetings.

Vote on Motion: Ayes: Phil Cherry, Ryan Holley, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Abstained: None. Nays: None. Motion passed.

VIII. Treasurer's Report

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

Dave Macek made Motion 23-1874 to accept the Accounts Payable Listing. Denis Moore seconded.

Vote on Motion: Ayes: Phil Cherry, Ryan Holley, Craig Maksymiak, Denis Moore, Dave Macek, and Ken Blackburn. Abstained: None. Nays: None. Motion passed.

IX. Executive Director's Report

Ms. Marcquenski appreciated the input that was provided by the members of the Decennial Committee on Local Government Efficiency during the inaugural meeting on September 21, 2023. All recommended changes, along with further additions, were included in the second draft of the Efficiency Report that will be forwarded to committee members the week of November 6 for review in advance of the December 4, 2023 meeting.

Congratulations were offered to Jarrod Scheunemann, longtime friend of the FSPD and Vice President of Campfire Concepts, and the Champaign Park District for being awarded the Gold Medal Grand Plaque during the NRPA's annual conference October 10-12.

Planning for the comprehensive plan continues, and Jarrod Scheunemann and his team will meet with staff, available Board Members, and stakeholders in November, with dates yet to be determined.

X. Committee Reports

A. Maintenance

Ms. Marcquenski provided a project and equipment purchase list for Board review that details completed, pending, and deferred projects. Ed Reidy, Superintendent of Parks will review the list in greater detail at the November Board Meeting.

The Park District welcomed Alexander Flamm to the position of Full-Time Building and Grounds. He comes to the District with an AA in Environmental Horticulture from Joliet Junior College and has experience with equipment operation while working at Possibility Place Nursery.

The Park District offered thanks to the Summit Hill School District and Lincoln-Way Community High School District for their tremendous support with lighting at Mary Drew and Lincoln-Way North, respectively. Their efforts are much appreciated by the Park District, the program participants, and local community groups that enjoy the FSPD-managed offerings at these highly valued school facilities.

B. Recreation

Jodi Dilling, Senior Trip Coordinator, provided a summary of the Niagara Falls trip, and Ms. Marcquenski noted that Jodi did a great job in planning and managing all aspects of the trip.

Polar Express ticket sales went well, and the Park District is thankful to Metra and the 80th Avenue train station for providing two trains to meet the needs of all registrants.

Recreation staff are preparing the 2024 winter/spring brochure that will be available to residents in December.

C. Information Technology

Sufficient information was provided with the October Executive Director's Report.

D. Special Recreation

Congratulations were extended to Keith Wallace, Park District resident and LWSRA Executive Director, for his well-deserved recognition by the National Recreation and Park Ethnic Minority Society with an Achievement Award for Outstanding Leadership, awarded during the 2023 NRPA Convention.

Dave Macek, President of the LWSR Foundation reported that numbers from the Foundation's annual golf fundraiser are very positive, and that Keith Wallace and the LWSRA Board are happy with the funds raised on behalf of LWSRA.

Mr. Macek also noted that the new LWSR Foundation Board Members have been a positive addition.

Foundation members will investigate new opportunities, i.e., publishing information in each member agency's brochures, and to find innovative ways to fundraise such as local businesses asking patrons to round up their purchases in support of the LWSR Foundation.

E. Finance and Planning

No report.

F. Golf Course

Ms. Marcquenski reported that the College Scholarship Classic was successful and that the Park District will again provide scholarship awards to graduating high school seniors in the spring of 2024.

Staff will calculate amounts raised from beverage sales that will be distributed to community groups including the Frankfort Square Baseball League, Frankfort Square Wildcats Football, and the Scouts during the November 16, 2023 Board Meeting.

G. Office

Sufficient information was provided with the October Executive Director's Report.

H. Risk Management

Open enrollment for PDRMA's health insurance will begin shortly as the District approaches its second year on January 1, 2024. Ms. Marcquenski noted the Park District is planning to continue the high-deductible policy required for the HSA account. PDRMA has done a good job of forecasting, analysis, and explanation during a recent meeting. They also detailed their return of net position and distribution of surplus funds procedures to help keep costs down that benefits agencies by minimizing percentages of increases.

I. Community Updates

Ms. Marcquenski reviewed commitments of our local school districts to work with the Park District, and that the relationships with the Villages of Frankfort and Tinley Park are also strong.

J. Freedom of Information

No FOIA requests were received over the past month.

XI. Old Business

No old business was discussed.

XII. New Business

No new business was discussed.

Commissioner's Comments

Commissioner, Phil Cherry, commended Lou Viecele and the maintenance staff for helping to ensure FSBL's recent night game was a memorable event enjoyed by all, especially the children.

Commissioner, Denis Moore reported that he has regularly observed the golf course staff interacting well with its patrons and that the course is in great shape.

Vice President, Dave Macek, asked if Jimbooo's Italian Beef is planning to conduct regular hours at the clubhouse, and Ms. Marcquenski responded that the Jimbooo's has been onsite, however the owner will need to sell his current restaurant facility in order to move his operation to Square Links on a full-time basis.

President, Ken Blackburn commended the Park District staff, noting that all do a great job.

XIII. Executive Session

No business came before the Board that required an Executive Session.

XIV. Adjournment

Craig Maksymiak made Motion 23-1875 to adjourn the meeting at 7:43 p.m. Dave Macek seconded. Motion carried in a vote by voice.

Respectfully submitted:
Linda Mitchell