

## **Minutes of the September 19, 2019 Regular Board Meeting**

THE REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS of the Park District of Forest Park, Cook County, Illinois was held in the Administration Building of the Park District of Forest Park, 7501 Harrison Street, Forest Park, Illinois at 6:00 p.m. on September 19, 2019.

**ROLL CALL:** Commissioner Sansone chaired the meeting. Commissioners Doss, Entler, McDermott and Walsh answered present. Also present were Director/Secretary Jackie Iovinelli, Interim Superintendent of Parks Ryan Russ, Marketing and Recreation Supervisor Rachell Entler, Facility and Athletic Supervisor Andrew Doss and Treasurer Joe Murray. Audience Members: Jeff Chamberlin, 2010 Mechanical Engineering, Frank Parisi, Williams Architects, Aaron Gold, Spear Financial, Mike Thompson, Resident and Maria Maxium, Forest Park Review.

The Pledge of Allegiance was recited.

**APPROVAL OF AGENDA:** Motion was made by Commissioner Walsh, seconded by Commissioner Entler to change the order of the agenda. Moving the Bond sale before Treasurer's report. Roll Call: Ayes: Commissioners Doss, Entler, McDermott, Walsh, and Sansone; Nays: None. Motion was made by McDermott and Seconded by Commissioner Doss to Approve the updated agenda. Roll Call: Ayes: Commissioners Doss, Entler, McDermott, Walsh, and Sansone; Nays: None.

### **REGULAR BOARD MEETING MINUTES AUGUST 15, 2019:**

Motion was made by Commissioner Entler, seconded by Commissioner McDermott, to approve the minutes of the August 15, 2019 Regular Board Meeting. Roll Call: Ayes: Commissioners Doss, Entler, McDermott, Walsh, and Sansone; Nays: None.

### **CORRESPONDENCE:**

Falling For Our Stars invitation from WSSRA

Legislative Update from IAPD.

Thank you for WSSRA for allowing them to use our facility for their summer camp program.

Kiwanis Peanut days announcement.

### **PUBLIC COMMENT:**

Maria Maximum, Forest Park Review introduced herself.

### **BOND SALE PRESENTATION – Aaron Gold, Spear Financial**

Presented the sale of the General Obligation Limited Bond Series 2019B. Received three bids. The Park Ridge Bank was awarded the sale with the lowest interest rate at 2.63%. The maturity is December 1, 2020. The issuance is \$219,140. \$7700 goes towards fees and \$211,440 issued and used as the payment for the 2013 Series Payment.

Motion was made Commissioner McDermott and seconded by Commissioner Walsh to adopt Ordinance #190919A providing the issuance of \$219,140 General Obligation Limited Tax Park Bonds, Series 2019B, for the payment of outstanding obligations of the District, providing for the levy of a direct tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the Park Ridge Bank.

Roll Call: Ayes: Commissioners Doss, Entler, McDermott, Walsh, and Sansone; Nays: None.

### **TREASURERS REPORT:**

Treasurer Murray reviewed the lists of Disbursements for August and September 2019 totaling **\$186,165.17**. Total cash on August 31, 2019 was \$3,563,737.24. No other discussion took place.

Motion was made by Commissioner Doss, seconded by Commissioner Entler to approve the disbursements for August and September 2019.

Roll Call: Ayes: Commissioners Doss, Entler, McDermott, Walsh, and Sansone; Nays: None.

Motion was made by Commissioner Entler, seconded by Commissioner McDermott to accept the financial statements for the close of July 2019.

Roll Call: Ayes: Commissioners Doss, Entler, McDermott, Walsh, and Sansone; Nays: None.

Treasurer Murray commented on the partial budget. The Board looks forward to its completion next month.

### **Maintenance Report –**

Interim Superintendent of Parks Ryan Russ discussed the Maintenance report and answered questions.

He highlighted the opening of the competitive bids for the Park Pathways.

Cleaned the maintenance area around the maintenance garage and getting the inside organized.

We met with Frank from Williams Architects to discuss the remediation plan.

The pool is empty and staff began the winterization.

The playground piece was replaced.

Carl and Ryan attended the Turf Management day at Chicago Botanical gardens.

Denny and Ryan are registering for the CPO course.

Waiting on word from the state with the final bid number before. State Bid was awarded to Landmark they are waiting for the final price. Commissioner McDermott ask what van is being retire. Russ informed the 2002 blue van.

### **Recreation Report –**

Recreation Department Staff Reviewed Report and answered questions.

Andrew Doss reviewed Softball League. Added the Roos ordered a Rowing machine. A mirror was broken. We are waiting for the warranty information. Also discussed the Dodgeball tournament was cancelled. Teams are coming in for the Co-ed Softball tournament in October. Andrew submitted an MLB grant.

Commissioner McDermott asked if the mirror was broken accidentally.

Commissioner Entler asked about the broken lockers at the Roos. What is the solution? A discussion took place.

Rachell Entler discussed the campout. The event was great until it rained at 1:30 a.m. Dance Classes began. Pool is closed for the season. Rachell and Ryan are going to do a walk through and create a list.

Staff are going to a Max Galaxy conference. Rachell and Jeff are part of the IPRA ILearn Program.

Commissioner McDermott asked about what the presentation is about. Rachell explained it was about grants and scholarships.

Commissioner McDermott asked about the Brochure. Asked about focusing on having drop in classes.

Health Inspector came to check concessions. Day camp parents are happy with the new day camp building look.

### **Business Report –**

Director Iovinelli reviewed Business Manager Murphy's report and answered questions.

Getting caught up on finances now that summer is over. We are purchasing a new computer for the day camp through the Foundation. A parent donated money for the purchase. He is attending an employment law workshop.

### **Director's Report –**

Director Iovinelli reviewed the report and answered questions.

Continue communication with Cook County about the pathways.

Working with staff on their goals.

Danette and I are attending the NRPA conference next week.  
Commissioner Entler is being honored for 10 years of service at the Best of the Best Gala.  
Jeff and Rachell updated issues with the grant website.

**Illinois Association of Park Districts:** None

**UNFINISHED BUSINESS:**

Van Purchase – will have an update at the next Board meeting.

Staff Fees/Benefits – A motion was made by Walsh and seconded by McDermott to accept the changes and additions to the staff fees/benefits.

Roll Call: Ayes: Commissioners Doss, Entler, McDermott, Walsh, and Sansone; Nays: None.

Shared Park Pathways Project – A discussion took place. Four bids were received. We worked with Christopher Burke to assist with the process. They have worked with and recommended Schroeder and Schroeder as a responsible bidder. A motion was made by Doss and seconded by Commissioner Walsh to accept the bid from Schroeder and Schroeder lowest most responsible bidder, for the shared Park Pathway Project, in the amount of \$249,829.50. Commissioner Doss mentioned the Village has worked with them. Commissioner Doss asked about the front of the Roos sidewalk and if it's included. Commissioner Sansone asked about the area at the entry of the Roos. Both are being addressed. Commissioner Entler asked if pathway lights would be included. Director Iovinelli informed them due to the cost we will go out to bid at a later date to update them. Commissioner McDermott asked about start date and end date.

Roll Call: Ayes: Commissioners Doss, Entler, McDermott, Walsh, and Sansone; Nays: None.

**NEW BUSINESS:**

Day Camp Building – Frank from Williams discussed the idea of the Roos expansion to host day camp. A discussion took place. Commissioner Doss asked if we could add to the fitness room to the expansion. Commissioner McDermott asked if we could get some past numbers on how much is being brought in for day camp revenue. Commissioner Entler asked about what we would do with the Day Camp building. A discussion took place about what the possibilities are. Commissioner Walsh asked what the next steps are to begin the process. The Board agreed for the staff to move forward with design working with Frank from Williams.

Roos HVAC remediation – Frank and Jeff from 2010 Mechanical Engineering discuss the attached report. Frank gave a history. Jeff explained why the issue occurred. At no cost to the Park District they met with staff and are ready to move forward to begin the process to remediate the cooling issue. Commissioner Doss asked how it would impact the storage space. They will begin in two weeks.

2020 Pool Fees – Rachell reviewed actual 2019 revenue report.

Rachell presented a report discussing increase in pool fees. A discussion took place. This increase is attributed to minimum wage increase. Commissioner Doss commented on seeing a small increase in fees each year. Commissioner Sansone suggested doing more of an increase in the beginning. Commissioner McDermott suggested if we could go back and look at what we sold in the past. Rachell also discussed pass holder perks. Commissioner Walsh asked if there was a requirement with what the difference in non-resident fees. Commissioner Walsh commented on staff are ahead of the game on increases to go along with our additional expenses.

IAPD/IPRA Conference – Let Jackie know about your attendance.

85<sup>th</sup> Anniversary Party – We discussed the event line up and the marketing efforts. A discussion took place about food Trucks. Commissioner Sansone asked about the inclement weather plan. Staff informed them we relocate in the Roos.

A motion was made by Commissioner McDermott, seconded by Entler the Board enter into closed session at 8:00 p.m. under Section Personnel 2(c)1 of the Open Meetings Act for the purpose of discussion of matters concerning personnel.

Roll Call: Ayes: Commissioners Doss, Entler, McDermott, Walsh, and Sansone; Nays: None; Absent: None.

Rise out of Closed session at 9:00 p.m.

Motion was made by McDermott seconded by Walsh to rise out of closed session at 9:00 p.m.

Roll Call: Ayes: Commissioners Doss, Entler, McDermott, Walsh and Sansone; Nays: None; Absent: None.

No action was taken.

**PUBLIC COMMENT: None**

Motion was made by Commissioner Doss, seconded by Commissioner Entler to adjourn the meeting at 9:01 p.m.

Submitted by: \_\_\_\_\_ Secretary

Approved by: \_\_\_\_\_ Board of Commissioners

Approved by: \_\_\_\_\_ Board of Commissioners

Date: \_\_\_\_\_