

## **Minutes of the April 23, 2020 Regular Board Meeting**

THE REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS of the Park District of Forest Park, Cook County, Illinois was held Via Zoom.com, at 6:00 p.m. on April 23, 2020.

**ROLL CALL:** Commissioner Sansone chaired the meeting. Commissioners Doss, Entler, McDermott and Walsh answered present. (Remote) Also present were Director/Secretary Jackie Iovinelli and Business Manager Jeff Murphy. Audience Members: Shannon Wood, Staff Member.

**APPROVAL OF AGENDA:** Motion was made by Commissioner Doss, seconded by Commissioner Walsh to approve the agenda. Roll Call: Ayes: Commissioners Doss, Entler, McDermott, Walsh and Sansone; Nays: None.

### **Regular Board Meeting Minutes April 2, 2020**

Motion was made by Commissioner McDermott, seconded by Commissioner Doss to approve the minutes of the April 2, 2020 Regular Board Meeting. Roll Call: Ayes: Commissioner Doss, Commissioner Entler, Commissioner McDermott, Commissioner Walsh and Commissioner Sansone; Nays: None.

### **Correspondence:**

WSSRA Letter – Director Iovinelli will email it to the Board.

### **Public Comment:** None

### **Financial Report:**

Motion was made by Commissioner Entler, seconded by Commissioner McDermott to approve the disbursements for March 2020 and April 2020.

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

Motion was made by Commissioner Entler, seconded by Commissioner Walsh to accept the financial statements for the close of February 2020.

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

### **Maintenance Report:**

Director Iovinelli reviewed the Maintenance report and answered any questions. Maintenance staff are currently working staggered shifts. Interim Superintendent of Park Ryan Russ also set up Part-time staff trainings with PDRMA webinars.

Commissioner Entler ask about When the Plumber is coming out. It was reported in February a plumber was out to look at work at the pool and on the second floor.

Commissioner Entler asked about repairs at the scoreboard on field 2, there is a hole by the light pole. It is something he has asked about for the last 4 years.

Director Iovinelli will get clarification and follow up in her Friday update.

Commissioner Doss was questioned on Facebook about the white netting through the Park. He spoke with Ryan about the complaints.

Commissioner Entler asked about the bushes/landscaping in front of the Roos. Who is responsible for the replacement? Director Iovinelli informed that any landscaping is the responsibility of the Park District.

### **Recreation Report:**

Director Iovinelli reviewed the Recreation report and answered any questions.  
Director Iovinelli mentions the 3K Social Distance Race. Proceeds go to the Forest Park Food Pantry.  
Recreation Supervisor Rachell Entler is working on a project for the All School Picnic.  
Director Iovinelli work with the Mayor to only plan the tree no celebration.  
Commissioner McDermott recommended we re-think the increase in pool rates. Also, recommended we look at the hours, restrictions, whatever we must do to make things work.  
Commissioner Entler recommended us looking at what the cost of operating the pool? Financially what makes sense.  
Commissioner McDermott added we are the biggest employee for summer staff.  
Commissioner Walsh is looking forward to having the answer about the Pool.

#### **Communication and Marketing Report:**

Director Iovinelli reviewed the Communication and Marketing report and answered any questions.  
Director Iovinelli added Communication and Marketing Manager Adam is working on a promotional t-shirt with the Library. Funds go to Housing forward and Sarah's Place.

#### **Business Report:**

Business Manager Jeff Murphy reviewed his report and answered any questions.  
Business Manager Murphy reviewed the payrolls and refunds.  
He continues to work on direct deposit. And the new phone systems is moving forward.

#### **Director's Report:**

Director Jackie Iovinelli reviewed her report and answered any questions.  
Updated the Board on a virtual meeting staff had with a new auditor.  
Director Iovinelli Updated the Board on the Billboard contract.  
Commissioner McDermott asked how often they change the Billboard.  
Commissioner Entler asked who the owner is.

IAPD Report – Commissioner Entler recommended the Leadership Institute.

#### **Unfinished Business:**

Personnel Policy Manual – Director Iovinelli will send it to the attorney for review. Pending no questions or corrections we will look for approval from the Board in late May early June.  
Slide Resurfacing Project -  
Motion was made by Commissioner Doss, seconded by Commissioner Entler to accept the bid from IPS Waterslide, Inc. as the lowest most responsible bidder, for the Slide Resurfacing Project, in the total amount of \$42,500.  
Roll Call: Ayes: Commissioner Doss, Commissioner Entler, Commissioner McDermott, Commissioner Walsh and Commissioner Sansone; Nays: None.  
2018/19 Audit – Director Iovinelli updated in her report.

#### **New Business:**

Admin Building north wall, west wall and roof project – Director Iovinelli submitted to the Board a project summary.  
Commissioner McDermott mentioned this is a priority project. She asked is this includes interior walls? Also, can we fix the pitch in the stairs? Director Iovinelli will get those answers and update in the Friday report.  
Commissioner McDermott asked if we could move the project up if we do not have a 2020 pool season.  
Commissioner Walsh said the number was lower than what we thought.

Appoint Board member as Board Secretary and a Board Member as Board Treasurer.

Director Iovinelli suggested based off Auditors recommendations.  
Commissioner Walsh is happy to represent the Board as the Treasurer.  
Director Iovinelli also mentions we can appoint it at the May Board meeting. We will wait to appoint when we are in person.  
Business Manager Murphy suggested we wait till we meet in person to change appointments.

2020-2021 Board Meeting Schedule

A motion was made by Commissioner Entler, seconded by Commissioner McDermott to approve the Regular Board meeting Schedule of the Board of Commissioners of the Park District of Forest Park for the Fiscal Year commencing May 1, 2020 and ending April 30, 2021.  
Roll Call: Ayes: Commissioner Doss, Commissioner Entler, Commissioner McDermott, Commissioner Walsh and Commissioner Sansone; Nays: None.

Seal Coat Parking Lot

A motion was made by Commissioner Doss, seconded by Commissioner McDermott to accept the proposal from Newline Paving out of Downers Grove in the amount of \$15,992 to Seal Coat all Park Parking lots, including the Lathrop lot and Hannah Street.  
Roll Call: Ayes: Commissioner Doss, Commissioner Entler, Commissioner McDermott, Commissioner Walsh and Commissioner Sansone; Nays: None.  
Commissioner McDermott asked when we seal coated it last time?  
Commissioner Entler asked it this includes the stripping and the curbs.  
Commissioner Sansone thanked staff for a job well done for the Egg Events.  
Commissioner McDermott asked about the softball Hall of Fame. If we are helping them financially.  
Director Iovinelli discussed what the Park District are covering to help them out during this time.

**Public Comment: None**

Motion was made by Commissioner Walsh, seconded by Commissioner Doss to adjourn the meeting at 7:08 p.m.

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

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

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

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