

April 15, 2021 Meeting Minutes

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 6:02 p.m. on April 15, 2021.

ROLL CALL: Commissioner Sansone chaired the meeting. Commissioners Doss, Commissioner Entler, Commissioner McDermott and Commissioner Walsh answered present.

Also present Director/Secretary Jackie Iovinelli, Business Manager Jeff Murphy, Facility and Athletic Manager Andrew Doss, Recreation Supervisor Danette Krajewski, and Communication and Marketing Manager Adam Cumbee. Guest: Kristen Lyons, Resident

APPROVAL OF AGENDA:

Motion was made by Commissioner McDermott, seconded by Commissioner Entler, to approve the agenda.

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

REGULAR BOARD MEETING MINUTES:

Motion was made by Commissioner McDermott, seconded by Commissioner Doss to approve the minutes of the March 18, 2021 Regular Board Meeting.

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

CORRESPONDENCE:

Thank you from St. Luke's for donation.

WSSRA sent an invite to their upcoming virtual Derby Gala.

Thank you from WSSRA donation for the Derby Gala.

We received a copy of the School Proclamation that was read at the School Board meeting.

PUBLIC COMMENT: None

TREASURERS REPORT:

Treasurer Walsh answered any questions.

Motion was made by Commissioner McDermott, seconded by Commissioner Entler to approve the disbursements for March and February 2021.

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

Motion was made by Entler, seconded by Doss to accept the financials for the close of March 2021.

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

Maintenance Report –

Director Iovinelli reviewed Superintendent of Parks Ryan Russ Maintenance report and answered questions.

Commissioner Sansone would like to see more no dogs in the park signs.

Recreation Report –

Recreation Department Staff reviewed their report and answered questions.

Director Iovinelli added the pool is Recreation Supervisor Entler is focused on getting the pool open.

Director Iovinelli discussed the Community event scheduled for June 26.

Communication and Marketing Report –

April 15, 2021 Meeting Minutes

Communication and Marketing Manager Adam Cumbee reviewed his report and answered any questions.

Business Report –

Business Manager Murphy reviewed his report and answered questions.

Business Manager Murphy added we began receiving commissions from Pepsi.

Director's Report –

Director Iovinelli reviewed the report and answered questions.

Admin Revitalization is coming along great. The indoor lighting in the admin building is finished, it included the pool and all hallways, bathrooms and both main floors.

Acoustical panels we put into a drop ceiling on the third floor. The second floor drop ceiling was raised and complete. The contractual portion of the project is scheduled to be complete by May 14. Internally we will finish the remaining HVAC.

Skate Park project began. The first phase is the concrete. We are looking forward to its completion. The second phase is to begin May 10.

We are working with the police to host a security training for the staff.

Commissioner Sansone asked about panic buttons at each facility.

Commissioner Entler asked about the second door at the Roos and can we look into more security. A badge system or fingerprint.

WSSRA

Director Iovinelli reported. We are working with them on the Wacky Quack event that will be held at our pool. We will also let them use our third floor at the Admin Building for their summer camp.

UNFINISHED BUSINESS:

Village Pocket Parks

We take over the Parks June 1. We will work hand in hand with the Village.

Capital Projects – Current

Lifeguard Chairs

Staff Proposed purchasing 2 chairs to replace 2 of the 5 chairs.

Motion was made by Walsh, seconded by McDermott to accept the proposal from Swim Outlet in the amount of \$8,400 to replace two Lifeguard Chairs.

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

Phase 1 – Aquatic Center – Spray Ground

Staff met with Hitchcock this past week. They are focused on having add-ons to give us options depending on costs. The final design plans will be sent to IDPH in the next couple weeks. We anticipate this being along process.

Skate Park

Director Iovinelli updated the Board on the start date and time frame.

Administration Building Revitalization

Director Iovinelli discussed the bid opening and the reference checks on the two lowest qualified bidders. Commissioner Walsh asked why the numbers were so close. Director Iovinelli answered it was a coincidence.

Motion was made by McDermott, seconded by Entler to accept the bid from Johnson Floor Company as the lowest qualified bidder, for the Admin Building Flooring project, in the total amount of \$26,900.

April 15, 2021 Meeting Minutes

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

Motion was made by Commissioner Entler, seconded by Walsh to accept the bid from Knox Construction as the lowest most responsible bidder, for the Admin Building Interior Painting Project, in the total amount of \$35.023.

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

Outdoor Lighting Project

Director Iovinelli explained the push button option to have residents be able to push the button to use the lights. It will only be an option during the normal lighting hours. This helps us meet our energy goals energy efficient and more sustainable.

Motion was made by Commissioner Doss, seconded by Entler to accept the proposal in the amount of \$11,598 to install push button controllers for the tennis courts and in-line skate rink.

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

Personnel Policy Manual

Staff presented the Personnel Policy Manual. Staff will look for approval at the May Board meeting. The Board has 30 days to review and ask any questions.

2021 Pool Fees

Director Iovinelli discussed the schedule, and it is a fluid document. The pool fees are ready to for Board approval. They are the same approved fees from 2020, which were not implemented because we did not open. They increased 10% for residents and 20% for non-residents. Each year we will increase fees to go along with the increase in labor.

Motion was made by Commissioner McDermott, seconded by Entler to accept the 2021 season pool pass rates as presented by staff.

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

Other Matters for Discussion: None

NEW BUSINESS:

2021-2022 Board Meeting Schedule

Motion was made by Commissioner McDermott, seconded by Walsh to approve the regular meeting schedule of the Board of Park Commissioners of the Park District of Forest Park for the fiscal year commencing May 1, 2021 and ending April 30, 2022.

Parks Day at the Capital

IAPD cancelled the event because of COVID.

Tennis Court Repairs

Director Iovinelli informed the Board of the conditions of the tennis courts. Staff meet to review their conditions. The courts are scheduled based on time of year. Weather is a factor, and our programs and Dominican University.

Commissioner McDermott asked when they were done last.

Director Iovinelli will reach out to U.S. Tennis Courts Construction.

April 15, 2021 Meeting Minutes

A discussion took place.

Commissioner Entler would like us to look into grants.

Director Iovinelli will contact the company and determine the best method to fixing the courts.

Other Matters for Discussion.

Board positions changes at the May 20 Board meeting. Director Iovinelli wanted to confirm Matt will serve both roles as Treasurer and Vice President.

PUBLIC COMMENT:

Commissioner Walsh asked about the response from the public comment from the previous Board meeting. Recreation Supervisor Danette was able to take care of all the families concerns.

Eric Zukowski, Resident, thanked the Board and staff for all they do. He is also interested in thoughts and ideas on building community engagement. He asked about a community ambassador program.

Director Iovinelli requested his email in the chat to continue communication.

Motion was made by Commissioner Entler, seconded by Commissioner McDermott to adjourn the meeting at 6:50 p.m.

Submitted by: _____ Secretary

Approved by: _____ Board of Commissioners

Approved by: _____ Board of Commissioners

Date: _____