

## March 18, 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 6:00 p.m. on March 18, 2021.

**ROLL CALL:** Commissioner Sansone chaired the meeting. Commissioners Doss, Commissioner Entler, Commissioner McDermott and Commissioner Walsh answered present. Absent Commissioner Entler. Also present Director/Secretary Jackie Iovinelli, Business Manager Jeff Murphy, Superintendent of Parks Ryan Russ, Facility and Athletic Manager Andrew Doss, Recreation Supervisor Danette Krajewski, Recreation Supervisor Rachell Entler and Communication and Marketing Manager Adam Cumbee. Guest: Kristen Lyons, Resident, Rachelle Ernst, Resident, Kyra Tyler, Resident, and Stephanie Kevil, Resident

### **APPROVAL OF AGENDA:**

*Motion was made by Commissioner Doss, seconded by Commissioner Walsh, 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 February 18, 2021 Regular Board Meeting. Roll Call: Ayes: Commissioners Doss, Commissioner Entler, Commissioner McDermott, Commissioner Walsh and Commissioner Sansone. Nays: None*

**CORRESPONDENCE:** WSSRA sent an invite to their upcoming virtual Derby Gala.

**PUBLIC COMMENT:** Resident Rachelle Ernst read a letter in regard to the Park District offering supervision for District 91 students for remote learning hours.

### **TREASURERS REPORT:**

Treasurer Walsh reviewed the report and answered any questions.

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

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

*Motion was made by Doss, seconded by McDermott to accept the financials for the close of February 2021.*

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

### **Maintenance Report –**

Superintendent of Parks Ryan Russ reviewed the Maintenance report and answered questions. Commissioner Doss requested the signs be updated on Des Plaines.

### **Recreation Report –**

Recreation Department Staff reviewed their report and answered questions. Commissioner Sansone asked about the date of the Egg Hunt.

### **Communication and Marketing Report –**

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

### **Business Report –**

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Business Manager Murphy reviewed his report and answered questions.

Business Manager Murphy added a report about tax receipts. He reported they are right on track.

He also added we are moving forward with the new registration software.

Commissioner Entler commented on the graphs. And requested he increase the font size of report.

### **Director's Report –**

Director Iovinelli reviewed the report and answered questions.

Director Iovinelli added if the Board had any questions about operating capital purchases that will be made before May 1. These were put off because facilities were closed, and the staff were conservative.

Commissioner Sansone asked about the maintenance replacement. Replacing the Kobata with a John Deere Gator. Superintendent of Parks discussed the reason for the purchase. He will continue researching and have more information for the April Board meeting.

Commissioner Entler asked about an equipment replacement program. He would also like a spread sheet to have a list of capital to help us forecast for the future.

Commissioner McDermott asked how many golf carts we are replacing, and how often.

Superintendent Russ discussed the replacement of the Golf Carts. We are replacing two this year.

Commissioner McDermott asked if the golf carts are strictly for rangers.

Commissioner McDermott ask if we are replacing or adding the Portable life and handicap chair.

Recreation Supervisor Entler responded with both. We are replacing the Handicap chair. We are adding the Handicap lift to meet ADA requirements.

### **WSSRA**

WSSRA Derby Gala is virtual this year, May 1. We will continue to sponsor this event. They are also holding the Wacky Quacky event at our pool.

Commissioner Entler asked how they are doing financially.

Director Iovinelli responded with they are in a great financial position. They are labor heavy financially.

They actually reimburse the constituents 50% of their fourth quarter shares.

### **UNFINISHED BUSINESS:**

#### *Village Pocket Parks*

We take over the Parks June 1. We will work hand in hand with the Village. We will also plan on hosting events this summer and maintain them.

#### *Capital Projects – Current*

##### *Phase 1 – Aquatic Center Spray Ground*

Staff meet with Hitchcock this week. They are about 75% of the way through the design phase. Hitchcock is very conscious of our budget.

Commissioner Walsh asked if they will send it to IDPH before it goes to bid.

Director Iovinelli responded with the next steps once the design is complete is it is sent to IDPH.

Commissioner Entler asked if we can hold off on the Pocket Parks. Can we redo our 5 year plan? What we want to accomplish?

#### *Skate Park*

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

#### *Administration Building Revitalization*

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Director Iovinelli updated the Board on the status of the Administration Revitalization. We are out to bid for the floors and walls. The bids will be opened on April 8. The ceiling will begin next week along with new lighting with ComEd rebates.

Commissioner Sansone asked about what try of flooring.

Superintendent Russ described the details of the revitalization.

Commissioner Entler asked about acoustics on the third floor.

### *Day Camp (Roos Expansion) – PARC*

Director Iovinelli reported we did not receive the grant. We will look into new ideas, maybe a phased approach similar to the Aquatic Center.

Director Iovinelli asked the Board if they have any ideas or suggestions on how to meet our indoor needs and moving forward with this process.

Commissioner Walsh is interested in having further discussion.

Other Board members agreed.

### *Outdoor and Indoor Lighting – ComEd Rebates*

Both indoor lighting projects are underway. Tennis lights, in-line skate and pool lights will take place in eh next week. The indoor lighting will be completed as we take out the ceiling.

### *Policies – Updates/Additions*

#### *Diversity, Inclusion and Equity Policy*

Director Iovinelli discussed the education, and IPRA safe zone conversation staff are participating in.

Commissioner Entler added he likes the idea of educating the staff first.

Other Matters for Discussion: None

## **NEW BUSINESS:**

### *Personnel Policy Manual*

Director Iovinelli reported it is almost completed. The attorney's team is working hard on it completion.

They will have a draft for us at the April Board meeting.

### *2021 Pool Fees/Schedule*

Recreation Supervisor Entler Discussed the fees and scheduled. The scheduled may change. She also discussed capacity. What the Board sees is it would look like if we opened today.

The Proposed fees are based off of what was put out in 2020 before we decided not to open. We will continue with that for 2021.

Commissioner Sansone asked about having residents only. Recreations Supervisor Entler responded with it was built on grants and that might be complicated.

### *Ordinance #210318*

***A motion was made by Commissioner Doss, seconded by Commissioner Entler to adopt Ordinance #210318 an ordinance declaring as Surplus and Authorizing and Directing the Sale of Certain Property.***

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

Other Matters for Discussion.

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**PUBLIC COMMENT:**

Stephanie Kevil wanted to comment on the closure of the Child Supervision Camp. They have concerns about how the program was shut down and the smaller program is. What is the reasoning? What can the parents do to continue this program?

Director Iovinelli will put together a frequently asked questions sheet/letter to answer all questions.

Motion was made by Commissioner Doss, seconded by Commissioner Walsh to adjourn the meeting at 7:10 p.m.

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

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

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

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