

May 20, 2021 Meeting Minutes

THE REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS of the Park District of Forest Park, Cook County, Illinois was held at the Roos Recreation Center and Via Zoom.com, at 6:02 p.m. on May 20, 2021.

ROLL CALL: Commissioner Sansone chaired the meeting. Commissioner McDermott and Commissioner Walsh (Zoom) answered present. Absent: Commissioner Entler and Commissioner Doss. Also present Director/Secretary Jackie Iovinelli, Business Manager Jeff Murphy, Recreation Supervisor Entler, 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 Walsh, to approve the agenda.

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

REGULAR BOARD MEETING MINUTES:

Motion was made by Commissioner McDermott, seconded by Commissioner Walsh to approve the minutes of the April 15, 2021 Regular Board Meeting.

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

CORRESPONDENCE: None.

PUBLIC COMMENT: None

Board Secretary Iovinelli administered the Oath of Office to newly elected Commissioner Kristen Lyons.

Reorganization of the Park District of Forest Park Board of Commissioners for Officers and Appointment of Employees for Fiscal year May 1, 2021 through April 30, 2022.

Nomination and election of Officers and Administration of the Oaths of Office.

President:

A motion was made by Commissioner Walsh and Seconded by Commissioner Lyons to open the floor for nominating candidates for the office of the President of the Park District of Forest Park Board of Commissioners for the fiscal year May 1, 2021 through April 30, 2022.

Commissioner Walsh nominated and Commissioner Lyons seconded the nomination for Commissioner McDermott for President of the Park District of Forest Park Board of Commissioners for the Fiscal year May 1, 2021 through April 30, 2022.

Nominations were closed.

Vice President:

A motion was made by Commissioner McDermott and Seconded by Commissioner Lyons to open the floor for nominating candidates for the office of the Vice President of the Park District of Forest Park Board of Commissioners for the fiscal year May 1, 2021 through April 30, 2022.

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Commissioner McDermott nominated and Commissioner Lyons seconded the nomination for Commissioner Walsh for Vice President of the Park District of Forest Park Board of Commissioners for the Fiscal year May 1, 2021 through April 30, 2022.

Nominations were closed.

The motion was made by Commissioner Walsh and seconded by Commissioner Lyons to elect Commissioner McDermott to the office of the President of the Park District of Forest Park Board of Commissioners for the fiscal year beginning May 1, 2021 through April 30, 2022.

The motion was made by Commissioner McDermott and seconded by Commissioner Lyons to elect Commissioner Walsh to the office of the Vice President of the Park District of Forest Park Board of Commissioners for the fiscal year beginning May 1, 2021 through April 30, 2022.

Administration of the Oath of Office of President was administered to Commissioner McDermott.

Administration of the Oath of Office of Vice President was table till the next meeting where Commissioner Walsh was physically present.

At this point Commissioner McDermott chaired the meeting.

Appointment of Employees

Secretary

A motion was made by Commissioner Sansone seconded by Commissioner Lyons to appoint Jackie Iovinelli to the position of Secretary for the Board of Commissioners for the Park District of Forest Park for fiscal year beginning May 1, 2021 through April 30, 2022.

Treasurer

A motion was made by Commissioner Sansone seconded by Commissioner Lyons to appoint Matt Walsh to the position of Treasurer for the Board of Commissioners for the Park District of Forest Park for fiscal year beginning May 1, 2021 through April 30, 2022.

Executive Director

A motion was made by Commissioner Walsh seconded by Commissioner Lyons to appoint Jackie Iovinelli to the position of Executive Director for the Board of Commissioners for the Park District of Forest Park for fiscal year beginning May 1, 2021 through April 30, 2022.

Attorney

A motion was made by Commissioner Lyons seconded by Commissioner Walsh to appoint the law firm Tressler, LLC as attorneys for the Board of Commissioners for the Park District of Forest Park for fiscal year beginning May 1, 2021 through April 30, 2022.

Designation of Depository

A motion was made by Commissioner Sansone and Seconded by Commissioner Lyons to designate the Forest Park National Bank as depository for the Park District of Forest Park Fiscal year May 1, 2021 through April 30, 2022.

A motion was made by Commissioner Sansone and Seconded by Commissioner Lyons to designate the Illinois Park District Liquid Asset Fund as depository for the Park District of Forest Park Fiscal year May 1, 2021 through April 30, 2022.

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A presentation was made to thank outgoing President Roy Sansone.

TREASURERS REPORT:

Treasurer Walsh reported and answered any questions.

The larger payments were for the skate park and the architect payments for the spray ground.

Motion was made by Commissioner Sansone, seconded by Commissioner Lyons to approve the disbursements for April and May 2021.

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

Motion was made by Commissioner Lyons, seconded by Commissioner Sansone to accept the financials for the close of April 2021.

Roll Call: Ayes: Commissioner Lyons, Commissioner Sansone, Commissioner Walsh and Commissioner McDermott. Nays: None. Absent: Commissioner Doss

Maintenance Report –

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

Commissioner Sansone asked about dogs in the park signage.

A discussion took place.

Commissioner McDermott asked if we are set with seasonal staff hiring.

Recreation Report –

Recreation Department Staff reviewed their report and answered questions.

Recreation Supervisor Krajewski presented the new signage for the concessions.

Facility and Athletic Supervisor Doss added we have played 84 games since the season began.

Recreation Supervisor Entler introduced the new intern.

Commissioner Lyons asked about the library event.

Commissioner McDermott asked the changes to the pool when we go into phase 5. Recreation Supervisor Entler explained we will gradually go back to normal hours and daily rates.

Communication and Marketing Report –

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 went live with our new registration software.

Director's Report –

Director Iovinelli reviewed the report and answered questions.

Director Iovinelli added about the Hall of Fame 25th anniversary celebration. It will be held on Sunday July 18.

WSSRA Report

Director Iovinelli discussed they are gearing up for summer. Their numbers are a little lower. Their next event is the Wacky Quacky splash at our pool. They are using our third floor for their camp program.

Commissioner McDermott asked about the day at the races.

UNFINISHED BUSINESS:

Employee Policy Manual

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Director Iovinelli asked for any questions or additional comments.

Motion was made by Commissioner Sansone, seconded by Commissioner Lyons to Adopt the Employee Policy Manual as presented by staff and prepared by Park District Attorney.

Roll Call: Ayes: Commissioner Lyons, Commissioner Sansone, Commissioner Walsh and Commissioner McDermott. Nays: None. Absent: Commissioner Doss

Maintenance Department Equipment

Superintendent presented a recommended proposal to replace the Kobota and answered any questions.

Motion was made by Commissioner Sansone, seconded by Commissioner Walsh to accept the proposal in the amount of \$13,218.22 from John Deere and Company, AHW LLC to replace the Kobota. The price includes the trade value of \$2,000.

Roll Call: Ayes: Commissioner Lyons, Commissioner Sansone, Commissioner Walsh and Commissioner McDermott. Nays: None. Absent: Commissioner Doss

Commissioner Lyons asked about the speed regulator. Superintendent Russ added yes it will be taken care of and it is street safe and will help with the Pocket Parks.

Lifeguard Chairs

Staff Proposed an updated recommendation to purchase 2 chairs to replace 2 of the 5 chairs.

Motion was made by Sansone, seconded by Commissioner Lyons to accept the lowest price proposal from RecSupply in the amount of \$9,560 to replace two Lifeguard Chairs.

Tennis Court Repairs

Director Iovinelli presented the proposal and information and answered any questions.

Motion was made by Sansone, seconded by Commissioner Lyons to accept the uniquely qualified proposal from U.S. Tennis Court Construction in the amount of \$70,705 to repair and resurface the 6 tennis courts.

Roll Call: Ayes: Commissioner Lyons, Commissioner Sansone, Commissioner Walsh and Commissioner McDermott. Nays: None. Absent: Commissioner Doss

Director Iovinelli added she contacted US Tennis Court Construction after concerns were raised about if this would resolve the issues. The company confirmed this will solve our needs. And this will cover us for the next 13 years with minor maintenance.

Commissioner McDermott asked about a timeline.

Commissioner Walsh left the meeting.

Phase I – Aquatic Center – Spray Ground

Director Iovinelli included the timeline for the bid process.

The project will not begin until the pool closes.

Pocket Parks

Director Iovinelli began changing over the utilities. Superintendent Russ is working with the Village staff to complete the transition.

Director Iovinelli also discussed the possibility of the Governor sweeping the OSLAD grant funds. We are working with IAPD to not let that happen. Those grant funds will help this project significantly.

Skate Park

Director Iovinelli updated the Board. The concrete phase is completed. They are working on the structure portion. Parts were delayed with the factories being closed. Should be finished by Memorial day weekend.

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Administration Building Revitalization

Director Iovinelli announced we will open for rentals June 11. This will give us enough time to get everything set. This also follows the June 11 Phase 5 possibility.

Other Matters for Discussion: None

NEW BUSINESS:

Maintenance Department – Building Garage Door Replacement

Motion was made by Sansone, seconded by Commissioner Lyons to accept the proposal from Allied Door Inc. in the amount of \$5,528.87 to replace the Maintenance Garage Door.

Roll Call: Ayes: Commissioner Lyons, Commissioner Sansone, Commissioner Walsh and Commissioner McDermott. Nays: None. Absent: Commissioner Doss

Contracted Painting of Building 4 (Day Camp), Building 2 (Ranger Garage) and the Roos Multi-Purpose room.

Motion was made by Commissioner Sansone, seconded by Commissioner Lyons to accept the Proposal from Knox Construction, LLC in the amount of \$6,800 to paint Building 4 (Day Camp), \$3,500 for Building 2 (Ranger Garage), and \$1,485 for the Roos Interior Multi-Purpose Room.

Knox Construction was the lowest qualified bidder for the Admin building. We asked them to quote us on additional painting. They were a great company to work with and we were happy with the results.

NRPA Conference

Director Iovinelli informed the Board the Conference is in Nashville September 21-25. Please let her know if you are interested in attending.

Hall of Fame 25th Anniversary

Staff met with the Hall of Fame to discuss their anniversary event scheduled for Sunday, July 18. They will work with the Park District of Logistics.

Other Matters of Discussion

Director Iovinelli was asked to be on the Board for Visit Oak Park. She is looking forward to being sworn in.

PUBLIC COMMENT: None

Motion was made by Commissioner Sansone, seconded by Commissioner Lyons to adjourn the meeting at 6:58 p.m.

Submitted by: _____ Secretary

Approved by: _____ Board of Commissioners

Approved by: _____ Board of Commissioners

Date: _____