

**Recreation Center Advisory Committee**

A verbal report was given on the August 22, 2019 Recreation Center Advisory Committee meeting. Topics of discussion included marketing initiatives, staff updates, capital project update, upcoming fee increase and a review of the color palette options for the facility finishes refreshing project. Commissioner Antokal noted that the minutes need to be corrected to reflect that he was not in attendance at the meeting.

**Golf Advisory Committee**

A verbal report was given on the September 12, 2019 Golf Advisory Committee meeting. Topics of discussion included staff reports, Competitive Market Analysis, fees for 2020 season and the fall bunker renovation project. After discussion at the meeting, staff will be recommending fee increases across most categories. Recommendations will be presented to the board at the October 3, 2019 Special Meeting.

**NEW BUSINESS**

**IPRA Environmental Report Card Review**

Commissioners reviewed the completed Environmental Report Card created by the Illinois Park and Recreation Association Green Committee. The report card is designed to help agencies assess their environmental impact and stewardship. The completion of the report card and it being reviewed by the Board of Commissioners is part of one standard for the state accreditation program.

**2-Year Update and Review of Strategic Plan**

Commissioners reviewed the 2-Year Update of the Strategic Plan which was officially adopted in September, 2017. The plan has 6 core strategies, 19 goals and 73 objectives. To date, over 60 objectives have been completed or added to since the plan's adoption.

**2019 Project/Purchase List Update**

Commissioners reviewed the updated 2019 Project/Purchase List utilized to track capital projects and purchases. The majority of the projects and purchases have been completed for the fiscal year.

**Jewett Park Phase 1 Renovation Update**

Executive Director Nehila reported that the Phase 1 renovation of Jewett Park is well underway. The majority of the storm water infrastructure system has been installed and work on the skatepark has begun. Norcon still looks to substantially complete the project this fall. As we go through the renovation project, a number of opportunities for improvements and consequences from existing conditions and regulatory directives have surfaced. Included in the opportunities are minor upgrades to fencing, ballfields, concrete work and replacing the pump for the irrigation system. Additional opportunities include receiving credits for selecting a comparable retaining wall block and substituting a pole mounted solar flag pole light from and inground lighting fixture. One other significant opportunity is substituting sod for seed and blanket within the playing area of the baseball/softball and soccer field area within the project's scope. Some unforeseen issues have also surfaced due to insufficient soil stability for the retaining wall and the skatepark and numerous changes to the storm water system mandated by the village.

## **MINUTES REGULAR MEETING BOARD OF PARK COMMISSIONERS September 19, 2019**

The Regular Meeting of the Board of Park Commissioners was called to order by President Cohen at 8:10 p.m. in the Jewett Park Community Center. The Secretary called the roll and the following were:

PRESENT: Antokal, Caron, Cohen, Lapin, Patinkin (5)  
ABSENT: None (0)

and there was a quorum in attendance. Also present was Jeff Nehila, Secretary/Executive Director; Jeff Harvey, Jay Zahn, Laura McCarty, Tony Korzyniewski, Jason Mannina, staff members; Elizabeth Healy, Bella Kolton, Brigid Horgan, DHS students.

### **APPROVAL OF MINUTES**

Motion made by Commissioner Caron, seconded by Commissioner Antokal, to approve the Minutes of the August 15, 2019, Finance Meeting; and the August 15, 2019, Regular Meeting. Voice vote as follows:

AYES: Caron, Antokal, Lapin, Patinkin, Cohen (5)  
NAYS: None (0)  
Motion passed in a voice vote.

### **FINANCE REPORT**

#### **Approval of Disbursements**

Motion made by Treasurer Lapin, seconded by Commissioner Antokal, to approve the Voucher Listing dated September 19, 2019 in the amount of \$1,970,194.11 which includes \$3,768.53 of travel and training expenses. (Copy attached and made a part of these minutes). Roll call vote as follows:

AYES: Lapin, Antokal, Caron, Patinkin, Cohen (5)  
NAYS: None (0)  
Motion passed in a roll call vote.

### **PUBLIC COMMENT/ VISITORS AND GUESTS**

President Cohen welcomed visitors or guests to the meeting.

Elizabeth Healy, Bella Kolton and Brigid Horgan, students at Deerfield High School were present to observe the meeting as part of class projects.

### **COMMITTEE LIAISON REPORTS**

#### **PTC Members' Council**

A verbal report was given on the September 12, 2019 PTC Members' Council meeting. Staff reported that the PTC year-to-date total membership is 855. On September 7 the center hosted the 16<sup>th</sup> annual Healthy Lifestyle Expo. 40 vendors participated and 275 guests attended. The New Members' Reception will be held on October 4 from 5:30-7:00 p.m. Upcoming special events include Oktoberfest on October 17 from 5:30 -8:00 p.m.

**Jaycee Park Playground and Dog Park Renovation Project Final Payout Request**

Motion made by Treasurer Lapin, seconded by Commissioner Caron, to approve the Final Payment Request for a progress payment for the work completed on the Jaycee Park Playground and Dog Park Renovation Project in the amount of \$28,616.60 as submitted by Hacienda Landscaping, Inc. (Copy attached and made a part of these minutes). Roll call vote as follows:

AYES: Lapin, Caron, Antokal, Patinkin, Cohen (5)

NAYS: None (0)

Motion passed in a roll call vote.

**Asphalt Paving Projects – Final Payment Request**

Motion made by Commissioner Antokal, seconded by Vice-President Patinkin, to approve the Final Payment Request for work completed on Asphalt Paving Projects at Jaycee Park, Maplewood Park, South Park and Woodland Park in the amount of \$8,621.04 as submitted by Allstar Asphalt, Inc. (Copy attached and made a part of these minutes). Roll call vote as follows:

AYES: Antokal, Patinkin, Caron, Lapin, Cohen (5)

NAYS: None (0)

Motion passed in a roll call vote.

**Mitchell Park Court Renovation Project Final Payment Request**

Motion made by Treasurer Lapin, seconded by Commissioner Antokal, to approve the final payment request for work completed on the Mitchell Park Court Renovation Project in the amount of \$28,471.00 as submitted by U.S. Tennis Court Construction Company. (Copy attached and made a part of these minutes). Roll call vote as follows:

AYES: Lapin, Antokal, Caron, Patinkin, Cohen (5)

NAYS: None (0)

Motion passed in a roll call vote.

**Payout Request #2 for Jewett Park Phase 1 Renovation Project**

Motion made by Commissioner Antokal, seconded by Commissioner Caron, to approve Pay Request #2 for the Jewett Park Phase 1 renovation project in the amount of \$322,236.40 to Norcon, Inc. for work performed through August 29, 2019 to include Change Orders 1-3 with a credit of \$5,912.94. (Copy attached and made a part of these minutes). Roll call vote as follows:

AYES: Antokal, Caron, Lapin, Patinkin, Cohen (5)

NAYS: None (0)

Motion passed in a roll call vote.

Motion made by Commissioner Caron, seconded by Vice-President Patinkin, to adjourn into Closed Session at 9:02 p.m. pursuant to Review of Closed Session Minutes 5 ILCS 120/2 (c)(21).

Roll call vote as follows:

AYES: Caron, Patinkin, Antokal, Lapin, Cohen (5)

NAYS: None (0)

Motion passed in a roll call vote.

Meeting reconvened to Open Session at 9:10 p.m.

**ACTION ON ITEMS DISCUSSED IN CLOSED SESSION IF ANY**

Motion made by Commissioner Caron, seconded by Commissioner Antokal, after review of Closed Session Minutes pursuant to 5 ILCS 120/2 (c)(21), the following will be made available for public inspection: January 17, 2019, December 12, 2019 and October 29, 2018. Roll call vote as follows:

AYES: Caron, Antokal, Lapin, Patinkin, Cohen (5)

NAYS: None (0)

Motion passed in a roll call vote.

Motion made by Commissioner Antokal, seconded by Commissioner Caron, to adjourn the Regular Meeting at 9:10 p.m. Voice vote as follows:

AYES: Antokal, Caron, Lapin, Patinkin, Cohen (5)

NAYS: None (0)

Motion passed in a voice vote.

The next Regular Meeting of the Board of Park Commissioners is scheduled for Thursday, October 17, 2019, at 8:00 p.m. at the Jewett Park Community Center.

Respectfully submitted,

  
Jeff Nehila, Secretary