

MINUTES REGULAR MEETING BOARD OF PARK COMMISSIONERS July 20, 2023

The Regular Meeting of the Board of Park Commissioners was called to order by President Caron at 7:01 p.m. in the Jewett Park Community Center. Executive Director Harvey called the roll, and the following were:

PRESENT: Brown, Caron, Cohen, Patinkin and Serota (5)
ABSENT: None (0)

Staff: Executive Director Jeff Harvey, Executive Administrative Assistant Catherine Serbin, Deputy Executive Director McCarty, Superintendent of Recreation Tony Korzyniewski, Director of Golf Operations Jason Mannina, Director of Parks Jay Zahn and Superintendent of Communications and Marketing Deanna Musurlian

II. APPROVAL OF MINUTES

Motion made by Vice President Cohen, seconded by Commissioner Serota, to approve the Minutes of the June 1, 2023, Workshop Meeting and Closed Session. Roll call vote **carried** as follows:

AYES: Brown, Caron, Cohen, Patinkin and Serota (5)
NAYS: None (0)

Motion made by Commissioner Brown, seconded by Treasurer Patinkin, to approve the Minutes of the June 15, 2023, Finance Meeting and Regular Board of Commissioners Meeting. Roll call vote **carried** as follows:

AYES: Brown, Caron, Cohen and Patinkin (4)
NAYS: None (0)
ABSTAIN: Serota (1)

III. FINANCE REPORT

(A). Approval of Disbursements

Motion made by Treasurer Patinkin, seconded by Commissioner Brown, to approve the Voucher Listing dated July 20, 2023, in the amount of \$2,086,450.81 which includes \$583.20 of travel and training expenses.

President Caron noted expenses for the month are higher than average as this is the busiest season for the District due to summer camp operations.

AYES: Brown, Caron, Cohen, Patinkin and Serota (5)
NAYS: None (0)

IV. MATTERS OF THE PUBLIC, VISITORS AND GUESTS

(A). Comments from the Public, Visitors and Guests

Stan Robbin, 750 Sunset Court, commended the Board on their hard work in securing dedicated pickleball courts for the community. They have been extremely well received and are very popular. A safety issue that had been raised regarding the benches was addressed by staff within 24 hours. Additionally, modifying the rules – which originally prevented players from open play in the afternoon – to allowing the School District the right of first refusal has been greatly appreciated by players. On

behalf of the pickleball community, Mr. Robbins requested that the Board consider investing in a shade structure at the court. The court is south facing and can get incredibly hot. Additionally, waiting times can be long due to the court's popularity. On average, 12-24 people are waiting between games.

(B). Communications and Correspondence

Executive Director Harvey advised that any written communication that is addressed to the Board directly will be included in the Board packet moving forward. This provides the Board the opportunity to address and formally acknowledge within the minutes the correspondence that has been received. Three e-mails have been included in the July Board packet. Two of which pertain to the pools, and one which pertains to the drinking fountain behind the Patty Turner Center that is inoperable. Parks Director Zahn advised that the Village will no longer allow a tap beyond 15-20ft. from the water main as that water will be stagnant within the line and cause a potential health hazard to public safety. With respect to the pool correspondence, Executive Director Harvey suggested these issues be addressed by the Pool Advisory Committee to provide recommendations to the Board for decisions regarding the next pool season. There was a brief Board discussion regarding staff's reasoning for the current pool season schedule. It was agreed this topic be revisited at a later date.

V. COMMITTEE LIAISON REPORTS

(A). Deerfield Park Foundation

A verbal report was given on the July 10, 2023, Deerfield Park Foundation meeting by President Caron. Deputy Director McCarty has assumed the role of staff liaison to the Foundation. The Foundation managed a booth at the Village Farmer's Market on June 24th. Their overall goal was to increase awareness of the Foundations ongoing efforts to support the Park District and provide the opportunity for residents to donate or sponsor Foundation events. Their presence was well received. Additionally, the Foundation is currently working on securing sponsors for their upcoming Moonlight Golf Outing in September. President Caron advised the Foundation that the plans for the Jewett Phase II Master Plan were approved by the Village Board. The District has gone out to bid for this project and construction for the park will begin in September. The Foundation previously committed \$25,000 over a five-year period towards the new playground as a part of these park improvements. Discussions remain ongoing as to how the Foundation will be recognized for their donation within the park.

(B). Golf Advisory Committee

A verbal report was given on the July 13, 2023, Golf Advisory Committee meeting by Golf Operations Director Mannina. Staff is working on having the course rerated by the CDGA as a result of tee adjustments. Additionally, staff has begun selling a \$4 bag of warm up range balls exclusively for pass holders due to popular demand. The course and the range will be closed August 1st for parking lot seal coating, painting and aerification of the greens. Notifications will be sent out via e-mail and through the DGC phone app. Due to the recent exterior clubhouse renovation, portions of fencing around the mechanicals needed to be taken down. This fencing will be reinstalled, painted and embellished with flowers to further beautify the clubhouse. Residents remain pleased with the condition of the course and Golf Operations Director praised Superintendent Bavier for his diligence in maintaining the course. Commissioner Brown asked if Lake County has made any further progress in starting the utility work along Saunders Road. Golf Operations Director Mannina advised the process will be slow and that the Park District was the first of several approvals Lake County will need in order to begin the project. The District secured \$5,000 as a result of the work which may affect a small minority of trees located within the DGC property.

(C). PTC Members' Council

A verbal report was given on the July 13, 2023, PTC Members' Council meeting by Deputy Executive Director McCarty. During the month of June, the PTC welcomed ten (10) new members. As of January 1st, the PTC has welcomed a total of sixty-five (65) new members to the Center. On July 26th, the PTC will welcome the return of musical theater historian Charles Troy and his behind-the-scenes look at the making of Broadway hit, "Gypsy." There are currently 21 members registered for the event. On July 27th, the PTC will hold its second annual, "Drive-In, Dine-In" BBQ of summer. Prior to the afternoon's movie of the week, participants will enjoy a delicious BBQ grill featuring hot dogs with all the trimmings and ice cream. On August 16th, the PTC will host an "Elmstock II" Outdoor Music Concert featuring the music of PTC member John Maxson and the North Shore Line. Last year's event drew an audience of over 150 members and guests. With respect to new programming, there will be an introduction to square dance demo and class overview on August 30th to generate interest in the new square dance program kicking off in the fall. Deputy Executive Director McCarty reminded the Board to save the date for Wednesday, September 27th as the PTC will host its 20-Year Anniversary with a special gala event. Champagne, dinner, toasts and entertainment will be featured.

VI. ACTION ITEMS

(A). Designation of July 21st as Parks and Recreation Day Proclamation

President Caron proceeded to read the July 21st Parks and Recreation Day Proclamation as presented in the Board packet which designates July 21st as Park and Recreation Professional Day at the Deerfield Park District. Treasurer Patinkin moved and Commissioner Serota seconded a motion to adopt and designate July 21st as Park and Recreation Professional Day at the Deerfield Park District.

Prior to a vote, President Caron expressed her appreciation for staff on behalf of the Board. Commissioner Serota echoed President Caron's sentiments.

The motion **carried** in a roll call vote as follows:

AYES: Brown, Caron, Cohen, Patinkin and Serota (5)
NAYS: None (0)

(B). Consideration of Comcast Internet Service Agreements

Treasurer Patinkin moved and Vice President Cohen seconded a motion to approve six Comcast Business internet service agreements, one for each facility and for a term of 24 months, as presented.

Executive Director advised the District renews these contracts every two years and the pricing is extremely competitive.

The motion **carried** in a roll call vote as follows:

AYES: Brown, Caron, Cohen, Patinkin and Serota (5)
NAYS: None (0)

(C). Consideration of Bid Approval for Districtwide Asphalt Projects

Treasurer Patinkin moved and Vice President Cohen seconded a motion to approve the total base bid of \$250,000 from Chicagoland Paving Contractors, Inc. of Lake Zurich, IL for asphalt paving projects at Maplewood Park and Keller Park.

Parks Director Zahn advised the bids came in as budgeted. The target completion date for the project is September.

The motion **carried** in a roll call vote as follows:

AYES: Brown, Caron, Cohen, Patinkin and Serota (5)

NAYS: None (0)

VII. OTHER MATTERS

(A). Capital Projects Update

Department heads proceeded to provide updates with respect to large scale capital projects funded by general obligation bonds.

Jewett Park Community Center

Deputy Executive Director McCarty advised that plans continue for the lower-level interior renovation of the Jewett Park Community Center. Staff has a meeting with Wold Architects on August 2nd to review the finalized renderings and specifications. The project is estimated to bid in mid-August with construction targeted to begin this October with a completion date of May. Executive Director Harvey added that the District is waiting on the IDNR to announce the recipients of the PARC grant. If the District is awarded funds from the PARC grant, that money will be used towards HVAC mechanicals within the second phase of the Community Center renovation.

Sachs Recreation Center Capital Improvements

Recreation Superintendent Korzyniewski advised that notification has been sent out to members regarding the upcoming facility closure on August 14th for a wide range of facility improvements. The renovation will last through August 27th with an estimated reopen date of August 28th. Improvements include fresh paint, new carpet, a track overlay, a new room divider for the fitness floor, new furniture, replacement of the hot water boiler, semiannual wood floor maintenance, deep cleaning of the swimming pool, locker rooms and the entire facility as well as preventative maintenance of the controls. During the facility shutdown, members will be able to utilize neighboring Park District fitness centers as a courtesy.

Jewett Park Phase II

Parks Director Zahn advised that the Village Board has officially approved the project. There is a preconstruction meeting on July 25th and the bid opening will be on August 30th. Staff hopes to bring those bids to the August Regular Board meeting for approval with work beginning in September and project completion by June of 2024.

DGC Exterior Clubhouse Renovation and Cart Paths

Golf Operations Director Mannina advised staff is working with Camosy Construction on the final punch list of items to be completed such as the railings and minor deck work. Staff is pleased with the results and has turned their attention to the phased renovation of the cart paths. Vice President Cohen asked if staff have any plans to renovate the locker rooms and downstairs. Golf Operations Director Mannina advised staff is still contemplating ways to monetize the lower level but is primarily concerned with the upper level.

(B). Local Government Efficiency Committee Update

Executive Director Harvey advised the first meeting of the Local Government Efficiency Committee will be held on September 7th in lieu of a typical Workshop meeting. A draft of the state mandated efficiency report will be presented to the Committee for discussion. The second meeting is targeted for November 2nd and the last meeting will in Spring of 2023. The overarching goal of these meetings will be to identify areas that provide will provide additional efficiency and increased transparency to the District. The deadline to submit the report is December 2024. President Caron suggested the report be circulated to state legislators once complete for awareness purposes.

(C). NRPA Conference Attendance

Executive Director Harvey noted the early registration date discount and the virtual option available for the Board. The majority of Commissioners indicated they did not want to attend the NRPA conference this year.

(D). Other Reports, Comments and Discussion

Superintendent of Marketing

Executive Director Harvey introduced the new Superintendent of Marketing, Deanna Musurlian. In this role, Deanna will be responsible for agency wide marketing and promotion of district programs, facilities, services, and events. She previously worked at the District, having served as the Marketing Media Coordinator from June 2019 – March 2020. Since departing the District in 2020, she worked at the Glenview Public Library as the Innovation Services Director in which she led the development of the new makerspace library service from the planning to the implementation. Deanna also served as the Graphic Designer for ABC-7, WLS-TV. She is excited to be a part of the Deerfield Park District in this new capacity.

Shepard Park Pickleball Dedication

The Board briefly reviewed the script for the plaque at the pickleball courts dedicated to former Executive Director Jeff Nehila.

Benefits and Compensation Study

Executive Director Harvey advised the recent benefits and compensation study will be presented to the Board at the upcoming August Workshop meeting with staff recommendation.

School District 109

President Caron asked if staff has resolved the no trespassing signage request on behalf of School District 109. Executive Director Harvey advised D109 actually owns the property behind Kipling and suggested that D109 experiment with a no trespassing sign on their property as the matter is more complicated for the Park District. D109 staff felt this was a reasonable resolution. With respect to aftercare, Park District staff has decided to move the sports afterschool club programming to Sachs in order to accommodate all children off the waitlist. There was a brief discussion regarding the demand for aftercare as opposed to enrichment and the program guide.

VIII. ADJOURNMENT TO CLOSED SESSION

Vice President Cohen moved and Treasurer Patinkin seconded a motion to enter Closed Session for the semi-annual review of closed session minutes and the discussion of the purchase of or lease of real estate in accordance with Section 2(c)21 and Section 2(c)(5) of the Open Meetings Act at 8:17 p.m.

AYES: Brown, Caron, Cohen, Patinkin and Serota (5)

NAYS: None (0)

IX. RECONVENE TO OPEN SESSION

The Board reconvened to the Open Session of the July 20, 2023, Regular Board Meeting at 8:46 p.m. The Secretary called the roll, and the following were:

PRESENT: Brown, Caron, Cohen, Patinkin and Serota (5)

ABSENT: None (0)

X. POSSIBLE ACTION FROM CLOSED SESSION

President Caron moved and Vice President Cohen seconded a motion to approve the release of the following approved Closed Session minutes pursuant to 5 ILCS 120/2(c)(21): December 15, 2022, January 19, 2023, February 2, 2023, February 16, 2023 and March 16, 2023.

The motion **carried** in a roll call vote as follows:

AYES: Brown, Caron, Cohen, Patinkin and Serota (5)

NAYS: None (0)

XI. ADJOURNMENT

Motion made by Commissioner Brown, seconded by Treasurer Patinkin, to adjourn the Regular Board Meeting at 8:47 p.m. Voice vote **carried** as follows:

PRESENT: Brown, Caron, Cohen, Patinkin and Serota (5)

ABSENT: None (0)

The next Regular Meeting of the Board of Park Commissioners is scheduled for Thursday, August 17, 2023, at 6:30 p.m.

Respectfully Submitted,



Jeff Harvey, Secretary