

MINUTES OF THE REGULAR MEETING BOARD OF PARK COMMISSIONERS January 18, 2024

The Regular Meeting of the Board of Park Commissioners was called to order by President Caron at 7:02 p.m. in the Patty Turner 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, Deputy Executive Director and Director of Recreation Laura McCarty, Director of Finance Mike Bonn, Superintendent of Recreation Tony Korzyniewski, Director of Golf Operations Jason Mannina, Director of Parks Jay Zahn and Superintendent of Marketing Deanna Musurlian

II. PUBLIC HEARING: BUDGET AND APPROPRIATION ORDINANCE 2024-01

Prior to opening the Public Hearing on the Deerfield Park District's fiscal year 2024 proposed Budget, President Caron advised a notice for this Public Hearing appeared in the December 14, 2023, and January 4, 2024, edition of the Deerfield Review. In addition, the public hearing notice was posted on the Park District's website. The legal notice on December 14, 2023, stated that the tentative 2024 combined Annual Budget and Appropriations Ordinance would be available for public review in the main offices of the District and on the District website beginning December 15, 2023. The budget process is a lengthy one, beginning in late summer. Budget requests are reviewed at the level of the Department Head, Director of Finance, Executive Director, and the Board of Park Commissioners. A Budget Workshop meeting is held in late November to go over the proposed budget in detail. President Caron stated that while the basic purpose of a budget is to give an account of government finances, it also serves as the blueprint of the year's activities. In addition, the budget review process provides the Board with the opportunity to balance the needs of the community against available resources.

No other Commissioners chose to make comments regarding the Public Hearing portion. President Caron noted that no members of the public were present to comment regarding the fiscal year 2024 budget and concluded the Public Hearing on the Budget and Appropriation Ordinance 2024-01.

III. APPROVAL OF MINUTES

Motion made by Vice President Cohen, seconded by Commissioner Brown, to approve the Minutes of the November 27, 2023, Budget Workshop, the December 14, 2023, Finance Meeting, the December 14, 2023, Regular Board Meeting and the December 14, 2023, Closed Session. Roll call vote **carried** as follows:

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

IV. FINANCE REPORT

(A). Approval of Disbursements

Motion made by Treasurer Patinkin, seconded by Commissioner Serota, to approve the Voucher Listing dated January 18, 2024, in the amount of **\$1,773,403.87** which includes **\$5,615.94** of travel and training expenses. Roll call vote **carried** as follows:

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

V. MATTERS OF THE PUBLIC, VISITORS AND GUESTS

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

There were no members of the public present.

(B). Communications and Correspondence

Written communication that is addressed to the Board directly is included in the Board packet as part of this agenda item which provides the Board the opportunity to address and formally acknowledge within the minutes that correspondence that has been received. The Board received a piece of correspondence from USA Gymnastics formally requesting the Board reconsider its decision to remove rhythmic gymnastics from the Sachs Recreation Center as to allow Olympic preparation through 2028 to ensure athletes served by this center will not lose their opportunity to pursue the Olympic pathway. The Board directed Executive Director Harvey to reiterate their stance as they have a responsibility to provide for residents. Superintendent Korzyniewski confirmed no Deerfield residents compete for NSSRG at a high-level. The second piece of correspondence received from a patron who did not receive proper notice of a class cancellation due to an e-mail address being spelt incorrectly in RecTrac. The situation has since been resolved.

(C). Affiliate Committee Presentations

After public comment, Director Harvey invited three Affiliate Representatives in attendance to present their annual operations report to the Board.

(i) Pegasus Soccer

Keith Londo, Pegasus Soccer, initiated his presentation by thanking the Board and District staff for their continued support throughout the 2023 season. It was a very successful season with over 600 participants. Participation numbers among the younger age groups remain at an all-time high. The biggest challenge the organization faces today is sustainable growth i.e., providing programming for as many children as possible without jeopardizing quality. Pegasus still desires additional turf, particularly indoor turf and utilizes the Willow Hill Dome in Northbrook often. Participant fees have not increased by more than \$50-100, depending on the age and other factors during the past 4-5 years, with their youngest players in pre-travel paying around \$150 per season. Overall, finances are great, with the biggest expenditures being indoor turf time and coaches. Pegasus is also offering scholarship assistance to families in need and has increased fundraising efforts to better serve the community.

(ii) Deerfield Youth Lacrosse (DYLC)

Dan Schwab, Deerfield Youth Lacrosse, reported that DYLC has officially completed their second full season as a Park District Affiliate and the organization is in a great place. There is unprecedented enrollment among both boys' and girls' programs across all age groups. In 2023, DYLC set out to increase female enrollment numbers and they have since accomplished that goal. He credited new coach Mollie Stevens with this success. Their biggest challenge remains limited field space and turf. They have turned to creative space at DHS to help alleviate this problem. Additionally, there are more willing participants than there are well-trained coaches. There are currently over 200 participants with a 60/40 split among boys and girls. Over 87% of participants are Deerfield residents.

(iii) Adult Soccer

Mike Delaney, Adult Soccer, advised that he helps manage the over 45+ Adult Men's League. The group is a part of the Illinois State Soccer Association (ISSA), which is the overarching soccer organization that coordinates and fosters adult men's soccer. Underneath the ISSA is the Tri-County

Soccer League (TCSL), of which the Adult Soccer program also belongs to. The group greatly appreciates the ability to play in Deerfield, particularly Brickyards. There are about 25 to 29 players in a typical season and of those members, there are only three Deerfield residents. Participants pay \$80 for a season which covers the cost of jerseys, use of the field and field lights. TCSL generates roughly \$12,000 a year in revenue and expenses are roughly \$10,000. Challenges faced include a lack of participants and/or coaches.

VI. COMMITTEE LIAISON REPORTS

(A). PTC Members' Council

A verbal report was given on the January 11, 2024, PTC Members' Council meeting by Deputy Executive Director McCarty. The PTC finished 2023 by welcoming 111 new members, a few shy of their goal of 130. From a program and event standpoint, square dancing will be another session this evening. The class is full with fifteen (15) participants. There will be two "Great Decisions" Discussion Groups held this winter. The Winter Luncheon will be held on Wednesday, January 31st. The presenter will be fashion icon Lilly Pulitzer. There are thirty (30) enrolled to date. The next Chicago Showcase performance will be held on Wednesday, February 28th. The performers will be Rosie and the Rivets – Vintage Rockabilly and Wester Swing. There are thirty-five (35) enrolled to date. PTC Program Supervisor Nicole Britz has resigned, and her last day is Friday, January 19th. We are in the process of recruiting to fill the position. The position will be changed to an evening/weekend program manager in an effort to develop an evening and weekend program at the PTC. The job has been posted on IPRA and Indeed. We have received a few resumes so far and plan to begin interviewing within the next couple of weeks.

VII. ACTION ITEMS

(A). Consideration of Supplemental Appropriation Ordinance #2023-04

Vice President Cohen moved, and Commissioner Serota second a motion to approve Ordinance #2023-04 Supplementing the Appropriation for Fiscal Year 2023, as presented.

Finance Director Bonn advised this is a standard accounting procedure required as a result of the golf cart trade in.

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

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

(B). Adoption of the FY 2024 Budget

Commissioner Brown moved, and Treasurer Patinkin seconded a motion to approve the fiscal year 2024 Budget, Organization Chart, Salary and Wage Range Tables as presented at the November 27, 2023, Board Workshop and amended at the December 14, 2023, Regular Meeting, a copy of which is attached to the January 18, 2024, Board packet.

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

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

(C). Adoption of the 2024 Combined Annual Budget and Appropriation Ordinance #2024-01

Vice President Cohen moved, and Treasurer Patinkin seconded a motion to approve the **2024 Combined Annual Budget and Appropriation Ordinance #2024-01**, a copy of which is attached and to be included with the minutes of this meeting.

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

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

(D). Consideration of Additional Floating Holidays for FT Staff

Treasurer Patinkin moved, and Vice President Cohen seconded a motion to approve adding two floating holidays for fiscal year 2024 to become available January 19, 2024.

Executive Director Harvey clarified the annual edits to the Personnel Manual will be brought before the Board in February with respect to the increased holiday PTO.

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

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

(E). Consideration of Bid Award for Jewett Park 2.0 Phase II

Treasurer Patinkin moved, and Commissioner Brown seconded a motion to approve the base bid of **\$2,279,701.66**, Alternate #1 bid of **\$17,322.00**, and Alternate #2 bid of **\$28,232.55** from *Semper Fi Landscaping*, Yorkville, IL for the Jewett Park Phase 2 Renovation Project.

Commissioner Brown asked for a project timeline. Parks Director Zahn advised as soon as the weather breaks and the Village provides final approval, construction will commence. The target construction date is late March or early April.

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

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

(F). Consideration of Purchase Approval – Jewett Park 2.0 Phase II Playground Equipment

Commissioner Serota moved, and Treasurer Patinkin seconded a motion to approve the purchase of specified playground equipment for the Jewett Park Phase 2 Renovation Project from the BCI Burke Company, through the *Sourcewell National Cooperative Purchasing Program* in the total amount of **\$320,208.00**.

Treasurer Patinkin asked what staff initially budgeted for this equipment. Parks Director Zahn advised staff incorporated item this as part of the overall budget. The equipment should be here within six to eight weeks. Additionally, this price has not changed since the project was initially put to bid in the fall.

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

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

(G). Consideration of Purchase Approval – Jewett Park 2.0 Phase II Challenge Course

Commissioner Serota moved, and Vice President Cohen seconded a motion to approve the purchase of Challenge Course Pro 2000 equipment for the Jewett Park Phase 2 Renovation Project from GameTime, through the *Omnia National Cooperative Purchasing Program* in the total amount of **\$58,954.49**.

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

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

(H). Consideration of Camosy Construction Payment Request #1

Vice President Cohen moved, and Commissioner Brown seconded a motion to approve Payment Request #1 from *Camosy Construction* for the work completed through December on the Jewett Park Community Center lower-level renovation in the amount of **\$174,756.00**.

Deputy Executive Director McCarty provided a brief update on work to date. The project is still on target to be complete by the beginning of April. Commissioner Serota requested a walkthrough as soon as safely possible.

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

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

VIII. ELECTION OF OFFICERS

Treasurer Patinkin moved, and President Caron seconded a motion to elect Commissioner Cohen as President and Commissioner Serota as Vice President of the Board of Park Commissioners for FY 2024.

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

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

IX. APPOINTMENTS

President Cohen appointed Jeff Harvey as Secretary and Executive Director of the Deerfield Park District, Ancel, Glink as Primary Legal Counsel and Klein, Thorpe and Jenkins as Secondary Counsel for tax appeals and tax objection matters, Jan Caron as Treasurer, Cathy Serbin and Mike Bonn as FOIA Officers, Cathy Serbin and Jeff Harvey as Open Meetings Act Designees, Commissioner Patinkin to the Pool Advisory Committee, Commissioner Cohen to the Golf Advisory Committee, Commissioner Brown to the Recreation Center Advisory Committee, Commissioner Caron to the Park Foundation and Northwest Quadrant Task Force and Commissioner Serota to the Affiliate Advisory Committee.

Commissioner Patinkin moved, and Commissioner Brown seconded a motion to approve President Cohen's recommended appointments.

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

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

NAYS: None (0)

X. OTHER MATTERS

(A). Capital Project Update

Department heads are to provide updates with respect to large scale capital projects as part of this agenda item. It was agreed all outstanding capital projects were touched upon during earlier portions of the meeting.

With respect to future capital projects, President Cohen directed staff to follow up with representatives from the Pegasus Soccer Club and other affiliates to gauge their interest in partnering on an artificial turf field in Deerfield. Similarly, Treasurer Patinkin requested staff explore a partnership with the prospective buyer of the Trinity College athletic fields.

(B). Other Comments and Discussion

Deerfield Parks Foundation

Deputy Executive Director McCarty advised the Foundation has gone through significant changes over the past three months. The incoming Chairperson has decided to turn his position over to the Vice Chairperson and has stepped down from the Foundation Board entirely. Additionally, while the Park District Board liaison will remain present, staff will no longer be attending Foundation meetings in an effort to empower the Foundation to make their own decisions.

IAPD Legislative Breakfast

Executive Director Harvey requested Commissioners confirm their attendance for the upcoming Legislative Breakfast to be held in Vernon Hills in partnership with IAPD on February 23rd.

Advisory Committees

Superintendent Korzyniewski advised applications for vacancies on the Pool Advisory Committee and Recreation Advisory Committee have been posted as of last week. Staff have also expanded the number of positions on each Committee to offset historically low or inconsistent attendance and obtain increased resident feedback.

DGC Food & Beverage Service Agreement

Golf Operations Director Mannina advised the proposed Food and Beverage Service Agreement for the DGC will be on the upcoming February Workshop Agenda for discussion.

XI. ADJOURNMENT

Motion made by Commissioner Brown, seconded by Treasurer Caron, to adjourn the Regular Board Meeting at 8:38 p.m. Voice vote **carried** as follows:

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

NAYS: None (0)

The next meeting of the Board of Park Commissioners is scheduled for Thursday, February 15, 2024, at 6:30 p.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Jeffrey S. Harvey".

Jeff Harvey, Secretary