



River Forest Park District

**Special Board Meeting
September 27, 2021, 6:00 PM
401 Thatcher Avenue, River Forest, Illinois**

Agenda

Individuals are required to wear a face mask and maintain 6' distancing. If you would like to make the comment via Zoom, phone or email please email Michael Sletten at msletten@rfparks.com by 5:00 PM on Monday, September 27, 2021.

Join Zoom Meeting: <https://us06web.zoom.us/j/85376046252?pwd=YU82Q1RCR3lmeE1oczRvYzJibG5BQT09>

Meeting ID: 853 7604 6252
Passcode: 270632

Join by Phone: 312-626-6799

Meeting ID: 853 7604 6252
Passcode: 270632#

- a. Call to Order
- b. Roll Call – Bade, Cargie, Grant, Healy, and Libera
- c. Approval of Minutes – September 13, 2021
- d. Public Comment
- e. Old Business
 - a. Capital Improvements Plan
- f. Closed Session
 - a. Acquisition or lease of real property or the selling or rental price of real estate.
 - b. The Appointment, Employment, Compensation, Discipline, Dismissal, Performance or Personal Status of Employees, Officers, and Legal Counsel for the Park District.
- g. Possible Action from Closed Session
- h. Adjournment

**River Forest Park District
Regular Board Meeting Minutes of
September 13, 2021**

The Board of Commissioners of the River Forest Park District convened at 6:00 PM in Regular Session on Monday, September 13, 2021 at the River Forest Park District, 401 Thatcher Avenue, River Forest, Illinois.

Roll call was taken with Commissioners Bade, Grant, Healy, and Libera present. Also present was Director Sletten, Kitty Bingham (River Forest), Art Soudek (Oak Park), and Greg White (River Forest).

Commissioner Healy moved to approve the August 31, 2021 Board Meeting Minutes, seconded by Commissioner Grant. A voice vote followed, and the motion was approved 4-0.

Commissioner Grant moved to approve the August, 2021 Vendor Disbursements for \$133,936.72, seconded by Commissioner Healy. A roll call vote followed, and the motion was approved 4-0.

Public Comment: Art Soudek stated he was glad the Board kept the Platform Tennis Program Committee and provided comments regarding the Platform Tennis Program Committee Description, including: allowing the current committee members to appoint their successors; asking for additional clarification on co-committee members and who may attend a committee meeting, and eliminating guideline #2 in the description.

Kitty Bingham presented a blank petition and she stated she will submit a petition with signatures in the future to allow an affiliate group formed by platform tennis pass holders to take control of and run the Park District's platform tennis program.

Greg White noted RFYBS support for Executive Director Sletten and the Park District staff. He hopes the new Park Board will take a broader look and how the Board looks at facilities and programs and that they consider the best interest of the entire community.

Correspondence to the Board: None.

Staff Report: Commissioner Grant asked if wheels can be placed under soccer goals to make them more mobile. Commissioner Bade asked what size trees the Park District plants in the parks, and Director Sletten responded 2"-3", depending on availability. Commissioner Bade noted he would like to see bigger trees planted when possible.

WSSRA Report: Director Sletten discussed with the Board the WSSRA budget process and why membership agencies are receiving a 50% refund of their 4th quarter payment. He discussed why the 2022 proposed budget was reduced by \$50,000. He noted that the WSSRA Foundation is hosting their Fall in for Our Stars fundraiser on 10/29 at the Cheney Mason.

Board Reports: Commissioner Grant wanted to congratulate staff for doing a great job managing the agency's programs and park system. He noted he will be attending a Village Collaboration Meeting this week. He noted he met with Village Trustee O'Connell regarding the Keystone East Project and received a favorable response. He noted he will be attending a sports management presentation at the end of the week with more information to follow.

President Libera noted she met with Village President Adduci regarding the Keystone East Project and received a favorable response.

Board Liaison Appointments: Director Sletten presented a draft Guidelines for Commissioners in their Roles as Liaisons. President Libera noted she would like each Board Member to be a liaison to one or more organizations as a means to improve communication with outside groups. The Park District of Oak Park has had success with Park Board Members attending outside group meetings a liaison. The Board discussed possible organizations that would benefit from a Board Liaison program and listed the following possible organizations:

- Village Collaboration Committee
- River Forest Youth Baseball and Softball
- River Forest Youth Soccer
- Chicago Edge
- School District 90
- Roosevelt, Lincoln, and Willard PTOs
- Trinity High School
- Platform Tennis Program Committee

Commissioner Healy moved to approve the Guidelines for Commissioners in their Role as Liaisons, seconded by Commissioner Grant. A voice vote followed and the motion was approved 4-0.

President Libera asked that this item be on the October Board Meeting Agenda to discuss and approve what organization the Park Board wishes to send liaisons.

Vaccination Mandate: Director Sletten presented a Vaccination Mandate for all employees requiring employees to have received Pfizer, Moderna, or the Johnson & Johnson shots by October 29th. The document was drafted off a template provided by PDRMA, the Park District's risk pool provider. The Board discussed the reasoning for the mandate, the safety of staff and participants, and the employee's freedom of choice. Commissioner Grant moved to approve the Mandatory COVID-19 Vaccination Policy for Employees, seconded by Commissioner Bade. A voice vote followed, and the motion was approved 4-0.

Capital Improvements Budget: Director Sletten presented a draft 3-year Capital Improvements Budget. Commissioners Grant and Bade wish for more shelters be included in the parks. Commissioner Bade asked if a Master Plan should be developed first. President Libera noted there was more to discuss than time available, and asked for a Special Board Meeting to be held. The Board agreed to hold a Special Board Meeting on Monday, September 27th, 6:00pm, at The Depot for the purpose of discussing the Capital Improvements Budget.

Board Governance Ordinance: Director Sletten presented the amended Board Governance Ordinance based on Board feedback at the August Board Meeting. Commissioner Grant wished to include additional language to Chapter VIII, #16, regarding the definition of "unavoidable conflict of interest". Commissioner Bade agreed; however, he believed this is a standalone item, and suggested staff draft a Conflict of Interest Policy to be presented at the October Board Meeting. The Board directed Director Sletten to present a draft Conflict of Interest Policy at the October Board Meeting.

Commissioner Healy moved to approve the Board Governance Ordinance as presented, seconded by Commissioner Bade. A voice vote followed, and the motion was approved 4-0.

Director Sletten discussed staff's recommended changes to work proposed for the Priory North ballfield. Originally, the infield was going to be renovated as is. The proposed change is to create a 50/70 skinned infield, giving the field the versatility to be used for multiple recreation programs, including girls' softball, baseball for younger age groups, expanding the Park District's softball league, and a kickball league. To convert the infield to a skinned infield would require the Board to increase the Capital Improvement Budget from \$12,000 to \$16,000. Greg White commented that he is personally against the change; however, he sees the reasoning to creating a multiuse ball field. Commissioner Bade moved to increase the \$12,000 budget for the Priory North Ballfield Project to \$16,000, seconded by Commissioner Healy. A roll call vote followed, and the motion was approved 4-0.

Platform Tennis Program Committee Description: Director Sletten presented the amended Platform Tennis Committee Description based on Board feedback at the August Board Meeting. The Board discussed Art Soudek's 3 requests and declined to move forward with them. President Libera recommended adding to #3 on the second page "Any other use is prohibited". Commissioner Grant moved to approve the Platform Tennis Committee Description dated 9-13-21, and including the Board change, seconded by Commissioner Healy. A voice vote followed, and the motion was approved 4-0.

Commissioner Bade moved to enter into Closed Session for purposes listed on the Agenda, seconded by Commissioner Grant. A voice vote followed, and the motion was approved 4-0.

The Board reconvened into Open Session at 8:36 PM

Commissioner Bade moved to adjourn at 8:37 PM, seconded by Commissioner Grant. A voice vote followed, and the motion was approved 4-0.

Respectfully submitted,

Michael J. Sletten, Secretary

Capital Improvements Budget

Revised 9/27/21	2021-2022	2021-2022 YTD	2022-2023	2023-2024	Unfunded
Estimated Revenues					
May 1 Beginning Fund Balance	\$ 2,765,709.00	\$ 2,765,709.00	\$ 2,883,900.00	\$ 1,511,400.00	
Interest					
Bond Proceeds					
Fund Transfers	\$ 360,000.00	\$ 360,000.00	\$ 380,000.00	\$ 380,000.00	
Total Revenues	\$ 3,125,709.00	\$ 3,125,709.00	\$ 3,263,900.00	\$ 1,891,400.00	
Estimated Expenses					
The Depot					
Roof Replacement				\$ 18,000.00	
Solar Panels					\$ 30,000.00
Maintenance Garage					
Front of Garage Improvements	\$ 12,000.00	\$ 19,834.00			
Pickup Truck (replace 202)	\$ 24,000.00				
Dump Truck (replace 204 truck)			\$ 45,000.00		
60" Zero Turn Mower	\$ 6,000.00				
Tractor				\$ 40,000.00	
Paint Sprayer			\$ 13,000.00		
Ballfield Drag				\$ 20,000.00	
Centennial Park					
Ballfield Fence Repair				\$ 9,500.00	
Constitution Park					
Picnic/Ice Rink Shelter			\$ 30,000.00		
Ice Rink/Sand Volleyball Lights Upgrade			xxxxx		
Keystone Park					
Resurface 5 Tennis Courts	\$ 41,000.00		\$ 325,000.00		
Install LED Tennis Court Lights, 4 courts	\$ 6,000.00		\$ 10,500.00		
Install LED Tennis Court Lights, 5th Court	\$ 1,500.00		\$ 60,000.00		
Relocate Batting Cages			\$ 125,000.00		
Construct 2 Platform Tennis Courts	\$ 25,000.00		\$ 475,000.00		
Construct Paddle Hut	\$ 10,900.00	\$ 10,900.00			\$ 700,000.00
Amenity Upgrades - Keystone East Project			\$ 50,000.00		
MWRD Costs - Keystone East Project	\$ 18,500.00		\$ 200,000.00		
PT Social Deck Heaters	\$ 13,500.00	\$ 11,600.00			
Relamp East Athletic Field with LED					xxxxx
Relamp West Athletic Field with LED					xxxxx
Picnic Shelter				\$ 20,000.00	
Priory Park					
Williams Street Park Sign	\$ 7,000.00	\$ 6,800.00			
Replace Irrigation System					\$ 150,000.00
North Ballfield Upgrades	\$ 16,000.00				
South Ballfield Upgrades	\$ 2,500.00				
Ballfield #1 Fence Repair			\$ 9,500.00		
Ballfield #2 Fence Repair			\$ 9,500.00		
Asphalt Path Replacement				\$ 30,000.00	
Asphalt Path Seal Coating	\$ 1,700.00				
Playground Shade Structures				\$ 20,000.00	

Washington Parks

Replace Playground w/ADA Playgorund	\$ 25,000.00		\$ 400,000.00
Sealcoat Asphalt Path	\$ 1,200.00		
Replace Forest Avenue Ballards	\$ 30,000.00		

Other

Indoor Space Reserve			\$2,500,000.00
Property Purchase			\$ 800,000.00

Total Expenses	\$ 241,800.00	\$ 49,134.00	\$ 1,752,500.00	\$ 157,500.00
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