



HOMEWOOD-FLOSSMOOR PARK DISTRICT
Regular Meeting of the Board of Park Commissioners

Goldberg Administration Center
3301 Flossmoor Rd., Flossmoor, IL 60422

Minutes of November 15, 2022

The Regular Meeting of the Board of Park Commissioners was called to order at 7:00 pm by President Bachus. Commissioners Collins, Dennison, Johnson, Ojode and Bachus were present. Also present were Executive Director Debbie Kopas, Superintendent of Finance & Administration Karen Garrity, Superintendent of Parks & Planning Doug Boehm, Superintendent of Recreation Mike Gianatasio, Ice Arena Manager Lyndsay Harwell, Human Resources Manager Kelly Rose, Irons Oaks Manager Cheryl Vargo, Racquet & Fitness Club Manager Michelle Artis, Coyote Run Manager & Pro Tom Denklau, Marketing & PR Manager Bob Birgel, Recreation Supervisor Jennah Carlson, W. B. Olson Project Executive John Emser and Project Manager Chris Powell, *H-F Chronicle* Reporter Marilyn Thomas and Secretary Anne Brabec.

CHANGE IN AGENDA – there is an updated travel report for the PGA Show to include Assistant Manager Dan Gollinger’s attendance, and an updated Claims amount that includes two additional items.

COMMENTS FROM VISITORS – None

CONSENT AGENDA

- a. Approval of Minutes - October 18, 2022
- b. Travel Expense Approval for the PGA Show
It is recommended that the Board of Park Commissioners consider a motion to approve maximum travel expenses for Coyote Run Golf Course Manager Tom Denklau and Assistant Manager Dan Gollinger to attend the National PGA Show in Orlando from January 24 - 27, 2023 in an amount not to exceed \$2,317.00.
- c. Ice Arena Project Job Site Requirements
A report from the Executive Director recommending the Board of Park Commissioners consider a motion to approve Job Site Requirement reimbursable expenses to W.B. Olson for October 2022 in the amount of \$3,037.
- d. Ice Arena Change Orders
A report from the Executive Director presenting eight approved Change Orders for Board information in accordance with the authority previously granted.
- e. Ordinance #756
An ordinance authorizing the disposal of certain items of personal property by the Homewood-Flossmoor Park District.

Commissioner Johnson moved to approve the consent agenda as presented. Commissioner Collins seconded the motion. Roll call vote with Ayes: Collins, Dennison, Johnson, Ojode and Bachus. Nays: none. Motion approved.

OLD BUSINESS

a. Amendments to the Contract with W.B. Olson

Executive Director Kopas reintroduced John Emser and Chris Powell from W.B. Olson who were in attendance to discuss a proposed change to the ice arena project contract. Emser outlined W.B. Olson's request for an additional \$71,000 adjustment to the General Conditions.

On behalf of the Board, President Bachus relayed their appreciation to Emser and Powell for the work the company is doing at the Ice Arena, and stressed that they want the positive working relationship to continue. He indicated that one of the greatest responsibilities of the Board is for fiscal accountability to the taxpayers of Homewood and Flossmoor, so discussion regarding this request was necessary.

The Board concluded that they would not approve the requested changes to Section 2. Construction Manager's Fee or Section 3. General Conditions Costs, but would approve Section 4. Reimbursable Expenses. Further, they suggested that Director Kopas and W.B. Olson could continue talks for a compromise.

Commissioner Dennison moved to approve Amendment 1 to Standard Form Agreement between Homewood-Flossmoor Park District and W.B. Olson, Inc. for Ice Arena Project as stated with two exceptions: striking Section 2. Construction Manager's Fee and striking Section 3. General Conditions Costs. Commissioner Ojode seconded the motion. Roll call vote with Ayes: Collins, Dennison, Johnson, Ojode and Bachus. Nays: none. Motion approved.

NEW BUSINESS

a. Lions Club Pool Facility Report 2022 and 2023 Lions Club Pool Fees

Superintendent Gianatasio turned the review of the Lions Club Pool Facility Report 2022 over to Recreation Supervisor Jennah Carlson, who he noted began working with the park district in September 2021, following that year's pool season, and assumed the supervision of the pool when Supervisor Gaus resigned in April 2022, just two months prior to the pool's opening. Commissioners and Director Kopas led applause for Carlson for this accomplishment.

Carlson reviewed statistics from the pool season and outlined suggestions for the 2023 pool season. Changes to 2023 Lions Club Pool fees include a \$5 increase in the regular pass membership rate (the early bird rate will remain the same as in 2022), and a slight increase in swim lesson fees to align with the lesson pricing structure at the Racquet & Fitness Club and to allow for the hiring of more instructors.

Commissioner Johnson moved to approve the 2023 Lions Club Pool Fees as presented. Commissioner Collins seconded the motion. Roll call vote with Ayes: Collins, Dennison, Johnson, Ojode and Bachus. Nays: none. Motion approved.

b. Coyote Run Fees & Charges

Manager Denklau indicated the Coyote Run fees & charges were brought to the Board earlier this year because the POS system used by the golf course will no longer be supported so a new vendor will be obtained for the upcoming season. Denklau reported that the Golf Committee met and discussed items such as staff shortages, upcoming equipment replacement needs and statistics from past seasons, which he then reviewed with the Board.

He continued that recommendations for the 2023 season included increasing weekday fees by \$2 and weekend fees by \$4 and adding a new rate on Fridays from 10 am – 3:00 pm.

Commissioner Dennison moved to approve the fees and Friday rate for the 2023 golf season as presented. Commissioner Ojode seconded the motion. Roll call vote with Ayes: Collins, Dennison, Johnson, Ojode and Bachus. Nays: none. Motion approved.

APPROVAL OF CLAIMS

Commissioners had no comments or questions.

Commissioner Collins moved to approve the claims list in the amount of \$3,229,772.20. Commissioner Ojode seconded the motion. Roll call vote with Ayes: Collins, Dennison, Johnson, Ojode and Bachus. Nays: none. Motion approved.

PRESENTATION AND COMMENTS ON FINANCIAL REPORTS FOR THE PERIOD ENDING October 31, 2022

Commissioners had no comments or questions.

COMMUNICATIONS – Board & Administrator – November 2022

DIRECTOR'S REPORT AND COMMISSIONERS' COMMENTS

Executive Director Kopas

- Introduced Kelly Rose, new HR Manager. We are so lucky to have her on our team
- The staff holiday party is on December 7 at Wiley's and Board members are welcome and encouraged to attend
- In December, the 2023 Board meeting calendar will be approved; asked if anyone would like to change the meeting start time from 7:00 pm. Consensus was to not change the time
- The Butterball Burner is Sunday. Commissioner Ojode and Manager Rose are both running

Commissioner Ojode

- Thank you to the staff for all of your hard work as we approach holiday events and the end of the long year
- Good to see so much progress at the Irwin Center
- Good news that RFC is in the black
- Was sad to miss the Trick or Treat Trail
- Welcome to Kelly
- Have a happy Thanksgiving

Commissioner Collins

- Happy holidays, and as we get into the winter season, she hopes for little snow and lots of joy for everyone

Commissioner Dennison

- It's interesting that the commissioners all often point out the same items in the Director's Report on which to comment
- Welcome to Kelly
- Kudos to Jennah and the Parks Department for an awesome Trick or Treat Trail. It was a beautiful day and a great outside activity for everyone who attended
- Happy Thanksgiving to everyone; enjoy the time off

Commissioner Johnson

- Sad to see the EAV decreasing again

Commissioner Bachus

- Kelly, welcome
- Loves that Flossmoor's tree lighting and Homewood's Holiday Lights are in the *Choices* brochure. Glad to see the park district working across all agencies, supporting these events and providing more options for our people
- Noted that we will be crossing \$400,000 in facility rentals for the first time

ADJOURNMENT

Commissioner Dennison moved to adjourn the meeting at 8:32 p.m. Commissioner Johnson seconded the motion. On a voice vote, the motion was approved.

Respectfully Submitted,

Debbie Kopas

Debbie Kopas, Secretary