



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

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

**Minutes of April 18, 2023**

The Regular Meeting of the Board of Park Commissioners was called to order at 7:00 pm by President Bachus. Commissioners Collins, Dennison, Johnson and Ojode 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 Freeman, Irons Oaks Manager Cheryl Vargo, Coyote Run Manager & Pro Tom Denklau, Marketing & PR Manager Bob Birgel, Human Resources Manager Kelly Rose, Racquet & Fitness Club Manager Michelle Artis, Irwin Center Manager Oralethea Davenport, *H-F Chronicle* Reporter Marilyn Thomas, Secretary Anne Brabec and Commissioner-Elect Angie Coderre.

**CHANGE IN AGENDA** – None

**COMMENTS FROM VISITORS** – None

**CONSENT AGENDA**

- a. Approval of Minute Approval of Minutes - March 7, 2023, March 21, 2023, March 26, 2023 and March 28, 2023
- b. Summer 2023 Bus Transportation Service  
A report from the Superintendent of Recreation recommending the Board of Park Commissioners consider a motion to approve the proposal from Kickert for the Homewood-Flossmoor Park District transportation services for summer 2023.
- c. Ordinance #762  
An ordinance authorizing the disposal of certain items of personal property by the Homewood-Flossmoor Park District.
- d. NIMEC Electricity Supplier  
A report from the Superintendent of Finance recommending the Board of Park Commissioners consider a motion to allow the Executive Director to direct NIMEC to negotiate for the district for pricing of electricity supplied to the Homewood-Flossmoor Park District and authorize the Executive Director to sign the contract pending attorney approval.
- e. Park Ordinance #763  
A report from the Executive Director recommending the Board of Park Commissioners consider a motion to approve Ordinance #763, an Ordinance regulating the use of the parks and property owned or controlled by the Homewood-Flossmoor Park District, as presented.
- f. Status of 2022-2023 Core Values & Goals

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

## **OLD BUSINESS**

### a. Personnel Policy 3.1 Holidays Update

Executive Director Kopas indicated that the DEI Committee was asked to make a recommendation on how to incorporate the new federal holiday, Juneteenth, into the park district's current holiday policy.

Manager Davenport, chair of the DEI committee, shared that the committee researched how other park districts are honoring the holiday, as well as considered that the holiday may fall on any day of the week and that residents will expect programs and facilities to remain open. The committee's recommendation was for Juneteenth to be added as a floating holiday for all full-time employees, similar to the current President's Day. Staff may use the holiday on June 19 or any other day in June.

Commissioner Johnson moved to approve revised Personnel Policy 3.1 as presented. Commissioner Ojode seconded the motion. Roll call vote with Ayes: Collins, Dennison, Johnson, Ojode and Bachus. Nays: none. Motion approved.

### b. Amendment to Williams Architects Contract

Executive Director Kopas explained that after several months of discussion, Williams Architects proposed an amendment to their agreement for architecture and engineering services for the Ice Arena renovation in order to finalize the project. The amendment bases the fee on a flat cost of work of \$6,000,000. Final payment would not be made until July, after the installation of the remaining mechanical components.

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

## **NEW BUSINESS**

### a. Ballfield Grooming Machine Purchase

Superintendent Boehm reported that the district's current 2010 ballfield groomer is increasingly in need of repair and then unavailable for the upkeep of the 21 ballfields maintained by the park district. With this purchase of a Toro Field Pro 6040, staff will be able to properly drag infields, cut infield and outfield lips, and groom sand volleyball courts.

The existing groomer will be traded in, reducing the cost of the purchase to \$6,266.40 under budget. Reinders of Mundelein has this groomer in stock and agreed to hold one for delivery after May 1.

Commissioner Collins moved to approve the purchase of a Toro Field Pro 6040 from Reinders of Mundelein, Illinois in the amount of \$29,733.60 with the trade in of our existing 2010 Toro Field Groomer. Commissioner Ojode seconded the motion. Roll call vote with Ayes: Collins, Dennison, Johnson, Ojode and Bachus. Nays: none. Motion approved.

### b. Purchase of Two Standup Mowers

Superintendent Boehm reported that the park district's two standup mowers purchased in 2012 are in need of replacement as they are approaching 2,000 hours of use and are experiencing frequent breakdowns that require significant repairs.

Three quotes were received for two Wright mowers, which is a brand currently in the six-mower fleet and is well liked by staff. Russo of Frankfort submitted the low quote and will hold the

mowers until after May 1 for delivery. The two old mowers will be declared surplus and sold after this season.

Commissioner Johnson moved to approve the purchase of two 52" deck Wright stand up mowers for \$20,690 from Russo in Frankfort, Illinois. Commissioner Dennison seconded the motion. Roll call vote with Ayes: Collins, Dennison, Johnson, Ojode and Bachus. Nays: none. Motion approved.

c. Standup Aerator Purchase

Superintendent Boehm outlined that two quotes were received for the purchase of a standup aerator to handle tree lines and tight spaces that the district's larger John Deere machine cannot handle. This smaller aerator is especially needed in the parks that are now not getting fertilization treatments.

Additional vendors indicated they did not provide a quote because they could not estimate a delivery time. The low quote from Shorewood Home and Auto is \$1,201 under budget and the vendor will delay delivery until after May 1.

Commissioner Johnson moved to approve the purchase of a 30" Exmark aerator in the amount of \$10,799 from Shorewood Home and Auto in Crete, Illinois. Commissioner Collins seconded the motion. Roll call vote with Ayes: Collins, Dennison, Johnson, Ojode and Bachus. Nays: none. Motion approved.

d. Purchase of 2017 Yamaha EFI Quietech Used Golf Carts

Manager Denklaue reported that through his Yamaha dealer, he was able to find eight used 2017 EFI golf carts available from Sanctuary, a local course that is purchasing a new fleet. They are a similar model to those currently in use and are in good condition. The carts will go through a full tune up, including seat and windshield replacement, from Harris Golf Sales and would be ready for delivery by the end of April.

Purchase of these carts is not subject to bidding since they are used. The eight additional carts will allow the course to meet the needs of the post-pandemic expanded customer base and eliminate the need to rent carts as was done last season.

Commissioner Dennison moved to approve the purchase of eight (8) 2017 Yamaha EFI Quietech Golf Carts in the amount of \$47,450 from Harris Golf Cars Sales. 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 Johnson moved to approve the claims list in the amount of \$444,064.70. Commissioner Collins 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 March 31, 2023**

Commissioners had no comments or questions.

**COMMUNICATIONS – Board & Administrator – March 2023**

## **DIRECTOR'S REPORT AND COMMISSIONERS' COMMENTS**

Executive Director Kopas

- She and Superintendent Boehm met with representatives from the Village of Flossmoor and School District #161 at Heather Hill School regarding the water detention project. The project had been put on hold to look for alternatives that would not involve the park district's and the school district's property, but none panned out. There are now new renderings of the project that will be presented at an upcoming meeting when the Board is asked what it would like in exchange for the land. The park district will lose an acre of property and the tennis courts that were resurfaced last summer that sit on it. The projected timeline is to be under construction next spring/summer. Flossmoor Village officials will be giving a presentation to the School District #161 Board on May 22 if anyone is available to attend and get a preview of what will be presented to the park district.

Commissioner Collins

- Thank you for the preparations to get the pool open, and it is good to see all of the hiring that has already been done to staff it.

Commissioner Ojode

- Agreed that it is great to see all of the hiring taking place, as well as the increased activity at the Ice Arena.

Commissioner Dennison

- She is ready for spring and summer and looking forward to all of the upcoming activities. She knows everyone is working really hard to get ready for the season and it is appreciated.

Commission Johnson

- Wondered if the families of the kids involved in the vandalism of the Apollo bathroom door will be paying for the repairs. Superintendent Boehm answered that the minors were caught and he is working with the Homewood Police to see how the situation plays out.
- Asked Director Kopas more about her meeting with Wind Creek Casino and ideas that were shared to work together within the community. Local businesses were encouraged to enter what services/goods they provide on the casino's website as it will be looking for local vendors for all types of items.

Commissioner Bachus

- Was thrilled to see that 160 people skated with the Easter Bunny at the Ice Arena.
- Nothing additional to add except happy spring!

## **EXECUTIVE SESSION**

At 7:33 pm, Commissioner Ojode moved to enter in the Executive Session for the purpose of 2(c)(1) discussion of the appointment, compensation, discipline, performance, or dismissal of specific employees of the District. Commissioner Dennison seconded the motion. Roll call vote with Ayes: Collins, Dennison, Johnson, Ojode and Bachus. Nays: none. Motion approved.

Meeting reconvened at 8:07 p.m.

## **ADJOURNMENT**

Commissioner Johnson moved to adjourn the meeting at 8:07 p.m. Commissioner Dennison seconded the motion. On a voice vote, the motion was approved.

Respectfully Submitted,

*Debbie Kopas*

Debbie Kopas, Secretary