



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

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

**Minutes of February 18, 2025**

The Regular Meeting of the Board of Park Commissioners was called to order at 7:01 pm by President Bachus. Commissioners Dennison and Ojode were present. Also present were Executive Director Doug Boehm, Superintendent of Parks & Planning Patrick McAneney, Superintendent of Finance & Administration Karen Garrity, Superintendent of Recreation Mike Gianatasio, Marketing and Public Relations Manager Bob Birgel, Ice Arena Manager Lyndsay Freeman, Irwin Center Manager Oralethea Davenport, Human Resources Manager Kelly Rose, Racquet & Fitness Club Manager Dan Schaffer, Coyote Run General Manager Tom Denklau, Upland Design Principal Landscape Architect Liz DeFoe, aQity Research Representative Jeff Andreasen, *H-F Chronicle* Reporter Marilyn Thomas, and Secretary Anne Brabec. Commissioners Coderre and Johnson were absent.

**CHANGE IN AGENDA – None**

Executive Director Boehm introduced Dan Schaffer, the new manager of the H-F Racquet & Fitness Club.

**COMMENTS FROM VISITORS – None**

**PRESENTATION** – Liz DeFoe from Upland Design introduced Jeff Andreasen from aQity Research who presented an overview of the 2024 Community Survey results.

**CONSENT AGENDA**

- a. Approval of Minutes - January 21, 2025
- b. Annual Staff Training Summary  
A report from the Human Resources Manager summarizing staff training programs for the calendar year 2024.
- c. Personnel Policy 1.17 Cell Phone Use & Reimbursement  
A report from the Human Resources recommending the Board of Park Commissioners consider a motion to approve the revisions made to Personnel Policy 1.17 Cell Phone Use & Reimbursement as presented.
- d. Personnel Policy 1.18 Whistleblower Protection Policy & Procedure  
Approval of an addition to the Homewood-Flossmoor Park District Personnel Policy Manual.
- e. Policy & Procedure Manual  
Review and approval of Section 4: General Administration.

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

**OLD BUSINESS**

- a. Professional Services Contract for OSLAD Grant  
Executive Director Boehm indicated that with the awarding of the OSLAD grant for Irwin Park, it is recommended to approve the contract from Upland Design, who helped secure the grant, to provide the professional services for the park development.

Boehm reported that equipment purchases will be made in 2025 to get this year's pricing, and work in the park will begin after May 1, 2026. Commissioner Dennison asked how much downtime there will be at the park; Executive Director Boehm indicated bid documents will be written so that everything is done efficiently and the park is not closed very long.

Commissioner Dennison moved to approve the contract with Upland Design in the amount of \$120,700 for professional services related to the OSLAD grant at Irwin Park. Commissioner Ojode seconded the motion. Roll call vote with Ayes: Dennison, Ojode and Bachus. Nays: none. Motion approved.

## **NEW BUSINESS**

### a. Irwin Park Accessible Ramp

Executive Director Boehm explained that with major improvements coming to Irwin Park, it is necessary to make sure the park meets ADA requirements, and the current sidewalk/staircase at Gottschalk needs remodeling. This is the closest entrance to the playground and will give the park better accessibility. Upland Design will oversee this project, which will be done this fiscal year.

Commissioner Ojode moved to approve the contract with Upland Design \$17,850 for professional services related to the Irwin Park Accessible Ramp and Stair. Commissioner Dennison seconded the motion. Roll call vote with Ayes: Dennison, Ojode and Bachus. Nays: none. Motion approved.

### b. Coyote Run 2025 Fees & Charges

General Manager Denklaus reviewed his report outlining fees that include a modest increase to accommodate the 10% sales tax now being imposed on rental items. With these fees, Coyote Run fees will remain in the middle range compared to local competitors.

Commissioner Dennison moved to approve the rates for the 2025 golf season as presented. Commissioner Ojode seconded the motion. Roll call vote with Ayes: Dennison, Ojode and Bachus. Nays: none. Motion approved.

### c. Lions Club Pool 2025 Fees & Charges

Superintendent Gianatasio reported that an additional 30 minutes will be added to pool parties, so a small fee increase is appropriate. Also being offered at Lions Club Pool this summer will be a 50-mile Swim Challenge.

Commissioner Ojode moved to approve the Lions Club Pool 2025 Fees & Charges as presented. Commissioner Dennison seconded the motion. Roll call vote with Ayes: Dennison, Ojode and Bachus. Nays: none. Motion approved.

## **APPROVAL OF CLAIMS**

Commissioner Dennison moved to approve the claims list in the amount of \$308,886.68. Commissioner Ojode seconded the motion. Roll call vote with Ayes: Dennison, Ojode, and Bachus. Nays: none. Motion approved.

## **PRESENTATION AND COMMENTS ON FINANCIAL REPORTS FOR THE PERIOD ENDING January 31, 2025**

Commissioners had no questions or concerns.

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

Executive Director Boehm

- The next Board meeting is the budget committee meeting at Goldberg on March 4 at 6:00 pm. Dinner will be provided.
- There were a lot of policies approved tonight, which will be ongoing as part of our Distinguished Agency requirements.
- Staff continue to plug along with Upland Design and 110% on the Master Plan.

- In-house staff are remodeling the lower-level washrooms at Irwin. They are doing a great job and saving the park district a lot of money.

#### Commissioner Dennison

- Really enjoyed the community survey. Very pleased with the results, and going forward, we have a lot of good data to work with.
- Loved the new additions to the policies.
- Looking forward to the renovated Frisbee golf at Patriot's Park.
- Attended a tennis tournament at RFC last week and talked with a family who was very impressed with the facility.
- Kudos to the staff for pivoting when there was a watermain break near The Clubhouse.
- Nice to see the Northwest Hockey League at the Ice Arena.

#### Commissioner Ojode

- The survey results were great to see and will be a big help to the park district for future planning.
- The ice rinks at Flossmoor Park have been a big hit in this frigid weather; thank you for all the work done on them this season.

#### Commissioner Bachus

- It is not lost on any of the Board members on how much work goes into getting the results shown on the Community Survey.
- Dan, welcome! You have the Board's support on being successful at the HFPD.
- Loves that we almost have had a month of skating at the outdoor ice rinks!
- Great that the 110% cost recovery model is complete, and looking forward to putting it into action.
- Loves that Discovery Preschool enrollment is at an all-time high.
- Appreciates that everyone thanked the Board in the Director's Report for being able to attend IRPA. He flipped it right back to say thank you to those who attended for using the conference as an opportunity to invest in themselves and learn and grow and bring back what they gained to the park district. The thank you goes to all of you, not to the Board.
- He noticed this was the first time the calendar year facility rental income was north of a half a million dollars.

#### **EXECUTIVE SESSION**

At 8:17 pm, Commissioner Dennison 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 and for 2(c)(11) discussion of pending, probable or imminent litigation against, affecting or on behalf of the District. Commissioner Ojode seconded the motion. Roll call vote with Ayes: Dennison, Ojode and Bachus. Nays: none. Motion approved.

Meeting reconvened at 8:29 pm.

#### **ADJOURNMENT**

Commissioner Dennison moved to adjourn the meeting at 8:30 p.m. Commissioner Ojode seconded the motion. On a voice vote, the motion was approved.

Respectfully Submitted,



**Douglas P. Boehm, Secretary**