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City of Palos Heights  
Recreation Advisory Board Meeting  
Wednesday, March 30, 2022  
12:00 p.m.  
MINUTES

**CALL TO ORDER**

The Recreation Advisory Board Meeting (via Zoom) was called to order at 12:05 pm. In attendance were Lisa Pesavento, Lynda Schiappa, Tim Cronin, Angie Pope, Bill Poore, Director of Parks and Recreation Matthew Fairbanks, and Recording Secretary Tayler Swiedals.

**APPROVAL OF MINUTES**

Lisa Pesavento made a motion to approve the minutes from the February 23, 2021 Recreation Advisory Board Meeting, seconded by Angie Pope.

**PUBLIC COMMENT**

NONE.

**DIRECTOR'S REPORT**

- Recreation Advisory Board Review Update: Staff continues to work with the City Administrator to research and prepare the proposal for the role of the RAB. Due to the timeline of finishing the CAPRA accreditation process, the process is taking a bit longer. Once a proposal is submitted, it will be reviewed by the Mayor and the Recreation Committee Chair. A meeting will be scheduled with the Recreation Committee and the RAB members for everyone to discuss the proposal and the goals for the committees and how we envision the benefits for the Parks and Recreation Department moving forward.
- COVID/ CCPHD Mandates Update: As of Monday, February 28<sup>th</sup>, it was the recommendation of IDPH and CCDPH to reverse the mask and vaccine mandates making both optional. The Recreation Department has followed the guidance from City, County, and State levels. We have not seen any negative pushback from fitness center members or residents using the facilities due to the reversal of the mandates. Signage specific to the mandates has been taken down.
- Trivia Night: The Department hosted its 6<sup>th</sup> annual adult (21+) trivia night on Friday, February 25<sup>th</sup>. The cost was \$15 per person, and there were 76 participants. Baig of Tricks Entertainment was the contractual company who hosted the event. Prizes were donated from local businesses including: Royalberry, Lumes, Kefi, Harvest Room, Aurelio's, X's and O's, Great American Bagel, Capri, Doughs Guys, Roof Top, Joe Daniels, and Mama Vesuvio's.

- “My Time to Shine”: Musical Theater: Auditions for the Twinkles division (4 yr-1<sup>st</sup> grade) were held on February 15<sup>th</sup> with 25 participants. “Bada Bing, It’s Spring!” is the show for this division. Auditions for the “Jungle Book” (grades 2-4) and “Oliver Jr.” (grades 5-8) were held on January 25<sup>th</sup> and 26<sup>th</sup>. Enrollment for musical theater has increased overall compared to numbers from the Fall 2021 sessions. All three divisions are full with 90 participants compared to 62 last session.
- Gold Coin Hunt: The Department ran the Glow in the Dark Gold Coin Hunt event on Friday, March 11<sup>th</sup>. This event is for families with children ages 3-10 years of age. Participants hunted for chocolate gold coins in Meyers Park, which was lit up with glow sticks. Afterwards, the participants went to the Orchard Room to enjoy crafts, refreshments, and the movie “The Luck of the Irish”. There were 85 participants enrolled.
- SSPRPA Rocket League Tournament: The Department is running a “Rocket League” online video game tournament with neighboring park districts including: Lockport, Worth, and New Lenox. There are 15 participants with 4 being from Palos Heights. The tournament began on Monday, January 24 lasting 6 weeks. The length of the tournament depends on the number of participants enrolled. The top two participants receive a prize at the end of the tournament.
- Cal-Sag Benches Update: Earlier this week, staff met with Steve Bechtel from FOCST, Rick Boehm from Palos Park and Jeanette Huber from Alsip Park District to discuss coordination of the installation of the 5 benches along the Cal-Sag Trail. Friends of the Cal-Sag Trail will cover the cost of framing the concrete pads for the benches, and Ozinga will donate the concrete. The agencies will coordinate one day that works for everyone for Ozinga to pour the concrete. FOCST will provide us an update with additional specs for the framing pads. Public Works will install our benches. FOCST would like to have a ribbon cutting on Saturday, June 4 (National Trails Day) starting at 10 am in Palos Park and making their way down the trail to each bench. They are estimating no more than 20 minutes per bench site for each ribbon cutting, and bench donors and elected officials will have an opportunity to speak at their respective sites. Two benches are being installed in Palos Park close to 86<sup>th</sup> Ave., Bill’s bench being installed just east of Harlem Avenue, two in Alsip by Cicero and Cal-Sag Road and behind Nick’s BBQ, and the final bench by Freedom Park by Alsip Park District’s Apollo Recreation Center. If anyone is interested in attending the ceremony, contact Director Fairbanks and he will communicate with Steve and the Friends of Cal-Sag Trail. Director Fairbanks will send out a reminder for the event.
- Pool Landscape Update: Upland Design has only received one proposal for the project of the 8-10 requests for proposals sent out. Staff is considering resubmitting requests for proposals at the end of the summer for work being done in the late summer early fall in order to get more responses. Staff will still work with Public Works and Homer Tree Service regarding the removal of dead trees when they are able to schedule and with consideration the pool schedule.

- Misty Meadows Update: On Thursday, March 17 a pre-construction meeting was held at the Recreation Center. Lori from JSD Architects, George from George's Landscaping and Construction (via phone), City Administrator David Strohl, Public Works Director Adam Jasinski, Building Commissioner Frank Giordano, Parks and Recreation Director Matt Fairbanks and Superintendent of Facilities Joe Smith were all in attendance. The playground equipment was delivered and is being held at George's Landscape until the project starts. However, items such as benches and shelters are unavailable for a number of weeks. The plan is to build as much as possible and gradually add the outstanding pieces of equipment as they arrive. Director Fairbanks will keep in touch with Lori and Alderman Key in regards to whether the ribbon cutting ceremony will stay on track for the end of the summer or if it will be necessary to adjust the timeline due to supply shortages. On Wednesday, March 23 a crew was onsite to flag utilities and boundaries and mark the area, and temporary safety fencing was installed. Additional work will begin over the next few weeks weather permitting.
- CAPRA Update: Staff continues to finalize the last few outstanding standards, edit, and organize the final self-review report for Knowledge Owl. Mid-April is the deadline for the Department to upload the self-report to the NRPA CAPRA portal. Since our last meeting, staff has met weekly to complete the project. We are scheduled for our virtual visit the week of June 13<sup>th</sup>. Director Fairbanks has begun the pre-review of the self-report for the re-accreditation of Grand Prairie, TX and the review will take place the week of May 16<sup>th</sup>. This will help the Department for our own review in June. Our next scheduled staff meeting is tomorrow. Lisa Pesavento asked Director Fairbanks to provide a few examples of what sections have some outstanding concerns. Director Fairbanks mentioned chapter 8 with a few pieces that need help from the Police Department and some sections concerning how the City handles ownership of land. Lynda Schiappa asked if city wide recycling had been addressed as it had been a topic of discussion in the past for RAB and CAPRA. Director Fairbanks explained moving forward the Department is looking to create a program, but it has not been rectified as a city wide measure. The Department is looking to Lake Katherine's efforts as an example. Matt has been in contact with Public Works, and there are ordinances in place that must be followed making the project something that must be budgeted for. The plan is in place for our Department to complete the standard.

## **NEW BUSINESS**

- Lynda Schiappa asked if everything was on track for the pool opening and previous issues with the decking. Director Fairbanks assured everything is on schedule to open on June 4<sup>th</sup> with no major issues with equipment, and the decking replacement is ongoing and will continue to be addressed. Lynda Schiappa asked about the progress of the PBO sign and Director Fairbanks informed the board that the equipment will be delivered within the next few weeks. Public Works has been working in Community Park adding new drainage to address the pooling of water, which will save on field repairs and mulch replacement and address safety concerns. PBO wants to put additional safety fencing on the Bronco field on the side closest to the path. Lynda Schiappa asked if the new safety fencing will be in accordance with our standards, and Matt assured the members it is. Director Fairbanks discussed the Sensory Egg Hunt the Department is

having with SWSRA that is full with 50 participants, as well as the Senior Egg Hunt being promoted.

- B. Lisa Pesavento asked what support the City provides to staff who are pursuing certifications such as CPRP and CPRE. Director Fairbanks informed the members that time is allocated for the test, funds are available for study materials, and the City will cover the cost of the tests.

#### **OLD BUSINESS**

- A. Parks and Recreation Design Standards Manual Update: This month, RAB discussed page 11 of the Park Design Standards which covers additional outside amenities including: basketball, horseshoe pits, baggo games, and disc golf. Staff suggested updated pricing and cost ranges, as well as confirming current manufacturers and stock of products with a disclaimer about “like” pieces being acceptable. Concerning basketball, Palmer and Crawford Park have basketball and maintain the same colors in line with the standards. Pasarelli Park is SC 128 property, and Lynda Schiappa suggested contacting the school district and asking if they would update their basketball equipment to match ours. Staff suggests changing the name from “baggo” to “cornhole” as it is more universally recognized. Director Fairbanks will revisit the circle logo for the baggo games and bring it to a future meeting. Staff suggested adding Bocce Ball to the list as it is an amenity we have.
- B. Lynda Schiappa asked that the issue of bike racks be put on the agenda for the next meeting and ask Ann Girzadas to attend the next meeting to discuss the issue.

#### **ADJOURN**

There being no further business, Lynda Schiappa made a motion to adjourn at 12:47 pm, seconded by Tim Cronin. All in favor. Meeting adjourned at 12:47 pm.

Respectfully Submitted,

Taylor Swiedals, Recording Secretary