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City of Palos Heights
Recreation Advisory Board Meeting
Wednesday, April 27, 2022
12:00 p.m.
MINUTES

CALL TO ORDER

The Recreation Advisory Board Meeting (via Zoom) was called to order at 12:07 pm. In attendance were Lisa Pesavento, Lynda Schiappa, Tim Cronin, Angie Pope, Bill Poore, Gayle Greenwald, Denise Hyker, Superintendent of Recreation Lauren Koszola, and Recording Secretary Tayler Swiedals.

APPROVAL OF MINUTES

Lynda Schiappa made a motion to approve the minutes from the March 30, 2021 Recreation Advisory Board Meeting, seconded by Angie Pope.

PUBLIC COMMENT

NONE.

DIRECTOR'S REPORT

- **Misty Meadows Update:** The weather has delayed the start of work at Misty Meadows. Staff has requested an updated schedule and timeline for the start of work to begin. Staff has been in communication with Kendall Coyne and Michael Schofield regarding verbiage for a couple plaques that will be installed at the playground and at the swing bench site. This information is being reviewed by JSD to confirm it will work with the plaque company. The committee asked to see the landscape plan for Misty Meadows before the work starts.
- **PBO/Power Update:** PBO recently installed additional fencing along two of their fields for safety reasons. The fencing meets the park standards as black coated chain-link fence. This fencing is to help people in the common walk area avoid being struck by foul balls. Power received their permits and is in the process of installing their proposed scoreboard on the west field. The scoreboard is fully funded and maintained by Power.
- **Farmer's Market:** The farmer's market will begin on Wednesday, May 11th. Lauren has reached out to volunteers for scheduling of the event throughout the summer and secured her team. She has been in communication with Cook County Public Health regarding required inspections. This year she will have 34 full-time vendors. She also re-applied for a Link Match Grant through the USDA. The grant was awarded to the City of Palos Heights for \$12,500.00. The grant helps support the Farmers Market Link Program. The Link Match grant will match purchases of Link-

approved items such as fresh Fruits and Vegetables sold at participating farmers markets and other approved food outlets. The committee discussed inviting more artisans and musicians to the market.

- Green Team: In 2020, Director of Lake Katherine Gareth Blakesly proposed the creation of a “Green Team” for the City of Palos Heights. This is a non-city committee that has recently started up again due to its hiatus because of COVID. The meetings started again this March and will focus on topics that promote environmental sustainability within the community. The committee members suggested reaching out to the Palos Heights women’s club to invite members of their conservation club to the meetings.
- April Special Events (Sensory Egg Hunt, Breakfast with the Bunny, Egg Hunt, Chocolate Chase Race 5K): April was a busy month for staff with a number of seasonal themed special events. On Friday, April 8th, the Recreation Department ran a sensory-friendly egg hunt. This hunt took place in the gym as a controlled environment with appropriate lighting, noise and limited number of participants to provide a sensory friendly experience. A total of 50 participants attended the hunt. The staff from SWSRA helped with this event. The annual Easter egg hunt was held for the community on Saturday, April 9th at Meyers Park. Staff stuffed and hid over 10,000 eggs for the event. There were around 500-600 people in attendance. Pancakes with Peter Rabbit took place prior to the egg hunt from 8:30-10:00 am in the Orchard Room. Royalberry provided the breakfast for the 115 participants who registered for the event. Families took pictures with the bunny, ate breakfast, and worked on Easter-themed crafts. Finally, the Chocolate Chase Race 5K took place on Saturday, April 15th at 9:00 am. There were 219 registrations for the race this year. This number is lower than the past, but promising as staff rebuilds after COVID. Staff got \$1,000 in sponsorship money. The award presentations were adjusted this year to allow runners to get snacks and head home after they completed their race. Tab winners were awarded on site, and the other winners had their medals mailed out by staff.
- Senior Lunch Bunch Trips: Kara has begun to run the popular Lunch Bunch trips again. On St. Patrick’s Day, a group of 7 seniors went to The Irish Legend for lunch. The participants were greeted with St. Patrick’s Day accessories as they entered the bus. This past Thursday, the group of 12 participants went to Biaggi’s Ristorante Italiano for lunch. The ladies were treated to some Italian-themed mints and a mini Italian flag when they entered the Palos Heights Bus. There are 3 lunch bunches scheduled for the summer.
- Co-ed Youth Volleyball League: The Co-ed Youth Volleyball League started on Sunday, April 24th. A group of Trinity Christian College volleyball players have been hired to run the league. This year we have a total of 97 participants enrolled compared to the 71 in 2020. The board stressed creating more female-focused athletic leagues for future playbook offerings. Lauren informed the board that staff are working on creating these types of programs. The summer playbook offers an adult co-ed sand volleyball league.

- Pool Landscape Update: Upland Design ended up only receiving two proposals for the pool landscaping project. The low proposal from Hacienda Landscaping to complete the new landscaping work is \$19,461.00 and is within our budgeted amount to be completed during the 2022 season. The project timeline is dependent on weather and landscaping material availability. Staff will still work with PW and Homer Tree Service regarding removal of dead trees when they are able to schedule and with consideration to the pool schedule.
- CAPRA Update: Staff submitted our self-assessment report through the NRPA/CAPRA portal and received confirmation last Tuesday of receipt. Staff now waits while our review team does a preview of the report and will follow back up with us with any questions pending prior to our virtual visit in June. Director Fairbanks would like to thank all staff for putting so much work and effort into this multi-year project. Again, this is a national accreditation with only 191 agencies accredited nationwide and just nine park and recreation agencies to achieve this in IL. The Parks and Recreation Department is scheduled for a virtual visit the week of June 13th. A decision on accreditation approval is not until the fall. The board members congratulated the Parks and Recreation Department staff for this accomplishment, discussed the CAPRA process with Lauren, and focused on ways staff can keep this a living document moving forward.

NEW BUSINESS

None.

OLD BUSINESS

- A. Parks and Recreation Design Standards Manual Update: This month, RAB discussed page 12 of the Park Design Standards which covers pathways. The width of pathways should be a minimum 8 feet with a wider width to be evaluated based on light traffic use. The materials used are asphalt paving. Staff suggested updating the current pricing, cost ranges, manufacturers and stock of materials. Staff also suggested including a disclaimer for like/comparable manufacturers being acceptable to the listings. The board members discussed the possibility of adding permeable pavers to the list of materials for a green initiative. This is the last page of the Design Standards to be reviewed by the committee. Staff will take the information acquired from the months of discussions at these meetings, research on pricing, and manufacturers available and will continue to update the manual. Once complete, the update manual will be presented at an upcoming RAB meeting. The board asked that they receive a draft copy to review before it is finalized, and suggested the finalized manual be distributed to department heads and Aldermen. Lisa Pesavento recommended that all of our documents be approved, dated, and list CAPRA standards they apply to.
- B. 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.

- C. Lynda Schiappa suggested extending an invite to Ann Girzadas and Alderman Begley to the next meeting to discuss bike racks.
- D. Denise Hyker asked that the board meet for a site review at the pool for the next meeting.

ADJOURN

There being no further business, Lynda Schiappa made a motion to adjourn at 1:19 pm, seconded by Denise Hyker. All in favor. Meeting adjourned at 1:19 pm.

Respectfully Submitted,

Taylor Swiedals, Recording Secretary