



City of Palos Heights
Recreation Committee Meeting
Tuesday, May 11, 2021
7:00 p.m.
MINUTES

CALL TO ORDER

Chairman Key called the regular meeting of the Recreation Committee to order at 7:15 p.m. at the Palos Heights City Hall, 7607 W. College Drive. In attendance were Chairman Key, Alderman Bylut, Alderman Begley, Alderman Clifford, Director of Parks and Recreation Matt Fairbanks, Director of Lake Katherine Gareth Blakesley, and Recording Secretary Lauren Koszola. Also in attendance, Dr. Merryl Brownlow, Superintendent of School District 128.

APPROVAL OF MINUTES

Chairman Key moved to approve the minutes of the April 12, 2021 meeting as written, seconded by Alderman Bylut. On a voice vote, the motion passed unanimously.

PUBLIC COMMENT –

Dr. Merryl Brownlow, Superintendent of School District 128, wanted to introduce herself to the Recreation Committee. Dr. Brownlow gave an update on some projects that will be going on this summer within the School District. Dr. Brownlow told the committee that Indian Hill School would be getting a brand new accessible playground that can be used for the District and the community. Alderman Key expressed his gratefulness for the relationship with the Recreation Department and the School District. Dr. Brownlow wanted everyone to know she is accessible to anyone in the City if they need her, and she is very committed to the City of Palos Heights.

LAKE KATHERINE REPORT

Director Gareth Blakesley provided the Lake Katherine update:

- Little Explorers offered Earth Day every day, which had 18 families registered, and Bark & Buds, which had 16 families registered. All about Herbs Evening Event, University of Illinois extension service expert Nancy Kreith led a discussion on herbs, and guests had herb-infused cocktails.
- Planting of Meditation Garden in the children's forest with shrubs and trees happened this month. The funds for this were donated by the Do Good Movement.
- Mowing and weed whacking along the Cal-Sag Trail and the children's forest began, and Public Works has commenced in the arboretum areas. Restoration work, including buckthorn removal along the eastern trails. Approximately 20 dedication trees planted were also planted.
- Volunteers came out to help with the Butterfly Garden mulching, herb garden update, and river clean-up. Volunteers came from Trinity Christian College and Marist High School. Nicor came up with a plan for a pollinator garden at one of their new sites. They will be having a volunteer workday at Lake Katherine on May 15

- Lake Katherine staff had a safety training with an overview of evacuation areas and congregation areas for fire and severe storms, and staff will be following up with local PD on the latest protocol about active shooter safety protocols
- Upcoming events programs: First Canoe Kayak Tour May 26, Canoes kayaks start May 24, First fishing day May 22, Native plant Sale June 5, Volunteer BBQ June 9

The committee discussed the expansion of the Lake Katherine Parking Lot and Bike Safety in the parking lot.

PARKS & RECREATION REPORT

Director of Parks and Recreation Matt Fairbanks, provided the Parks & Recreation update:

- **Staff Update-** As was mentioned at the April meeting Jessica Swiedals has accepted a new position and her last day with us was April 1. On April 30, the staff offered the position of Administration Support Supervisor, and Tayler Swiedals accepted it. Tayler was an internal candidate who was working part-time in the Buildings and Zoning Department. She will start on May 24.
- **Palmer Park-** On Tuesday, May 4, Director Fairbanks met with Maria from Upland Design, and Jennifer, a substitute Grant Administrator did the final walk-through at Palmer Park. Jennifer was impressed with the work that was done at the park. Jennifer presented the City with an OSLAD plaque that was put up at Palmer Park. Alderman Key suggested updating our park map with the dates that parks are updated.
- **Cal-Sag Trail-** Director Fairbanks met with the RAB committee on April 28. At the meeting, a couple of members voiced concerns on the current plan for the safety of bike riders at the east end where the Harlem Ave painting is happening. They felt the scaffolding is dangerously limiting the headway with people coming through with bikes. Recreation Department staff reached out to IDOT to provide more signage. IDOT posted more signage asking bikers to dismount their bicycles when crossing under the Harlem overpass to ensure their safety due to work that is being done. Director Fairbanks is looking for quotes on re-stripping and seal coating the bike lines at Lake Katherine.
- **Book Buddy Bench-** The Recreation Committee requested Kristin Restivo present her idea for the Book Buddy Bench to the RAB at their next meeting. The RAB committee loved the idea and the design of the bench. They requested the bench should be black. Lisa Pesavento, a RAB committee member, suggested that acknowledgment of Natalie could be placed on the Children's Library Box and to have Kristin work together with the Library and the Public Arts Commission to make this happen. Kristin Restivo has since spoken to Natalie's family, and they are very supportive of the project and Kristin will now move forward with fundraising for the project.
- **CAPRA-** Staff continues to work on completing their assigned standards. Staff met with Jarrod Scheunemann, and Laure Kosey from Campfire Concepts for a work session focused on the next Strategic Plan. Director Fairbanks asked Campfire Concepts to make CAPRA a focus point when doing the work session. This workshop gave staff a new light on CAPRA, and the full-time staff enjoyed the opportunity to work with Campfire Concepts. The next check-in meeting will be on May 17.

Discussion- Director Fairbanks gave an update on OSLAD Grants. The Illinois Parks and Recreation Association notified us that the discussion in Springfield was taking place that the grant funds maybe swept this year.

NEW BUSINESS

- a. Motion to approve McCloud Aquatics payment in the amount of \$10,155.77 for treatment for Algae/Chara with inspections that focus on harmful algae blooms along the submerged weeds and invasive species.

Alderman Key motioned to approve McCloud Aquatics payment in the amount of \$10,155.77 for treatment for Algae/Chara with inspections that focus on harmful algae blooms along the submerged weeds and invasive species. Alderman Clifford seconded the motion. On a voice vote, the motion passed unanimously. – **AGENDA**

- b. Motion to approve Integral Construction final payment #5 in the amount of \$15,222.35 for work completed on the Palmer Park project, pending receipt of waivers.

Alderman Key motioned to approve Integral Construction final payment #5 in the amount of \$15,222.35 for work completed on the Palmer Park project, pending receipt of waivers. Alderman Clifford seconded the motion. On a voice vote, the motion passed unanimously. – **AGENDA**

- c. Motion to approve Vermont Systems payment in the amount of \$4,444.00 for two new receipt printers for the Recreation Center and a new membership card printer, as well as, a new card printer for the pool.

Alderman Bylut motioned to approve Vermont Systems payment in the amount of \$4,444.00 for two new receipt printers for the Recreation Center and a new membership card printer, as well as, a new card printer for the pool. Alderman Clifford seconded the motion. On a voice vote, the motion passed unanimously. – **AGENDA**

- d. Motion to approve the annual Certifications and Assurances for Federal Transit Administration (FTA) of the PACE Vehicle Program Agreement.

Alderman Key motioned to approve the annual Certifications and Assurances for Federal Transit Administration (FTA) of the PACE Vehicle Program Agreement. Alderman Bylut seconded the motion. On a voice vote, the motion passed unanimously. – **AGENDA**

- e. Motion to approve July 3rd and 4th schedule and plan for events and parade.

Alderman Key motioned to approve July 3rd and 4th schedule and plan for events and parade. Alderman Begley seconded the motion. On a voice vote, the motion passed unanimously. – **AGENDA**

- f. Motion to approve current proposal for 2021 Pool Operations.

Alderman Key motioned to approve current proposal for 2021 Pool Operations. Alderman Clifford seconded the motion. On a voice vote, the motion passed unanimously. – **AGENDA**

- g. Motion to approve updated summer hours of operation for the Recreation Center beginning Saturday, June 5-Labor Day, Monday, September 6. Hours will be Monday-Friday 5:30 a.m.-9:00 p.m., Saturdays, 7:30 a.m.-7:00 p.m. and Sundays 7:30 a.m.-5:00 p.m.

Alderman Key mentioned to approve updated summer hours of operation for the Recreation Center beginning Saturday, June 5-Labor Day, Monday, September 6. Hours will be Monday-Friday 5:30 a.m.-9:00 p.m., Saturdays, 7:30 a.m.-7:00 p.m., and Sundays 7:30 a.m.-5:00 p.m. Alderman Bylut seconded the motion. On a voice vote, the motion passed unanimously. – **AGENDA**

OLD BUSINESS-

- a. **Veterans Playlot Update-** At the last committee meeting, Alderman Clifford brought up an idea about possibly adding equipment to this park. Director Fairbanks brought some alternative options to the committee. Due to safety zones, there wouldn't be room to remove a piece that is currently there and replace it with a slide or playset. Director Fairbanks made suggested extending the entire play surface 14ft to the west. That would be about as far as it could be extended before having to remove a tree. The swings would need to be removed and put in the extended area to provide additional equipment. If this is the chosen route, then a slide or piece of equipment could be placed in the middle open area. The piece that was proposed to the Recreation Department was around \$13,000. That does not include the installation of the piece or the expansion of the playlot and swing relocation. The whole project will be about \$30,000-\$40,000 if Public Works cannot do some of the work. Director Fairbanks stated he would speak with the Director of Public Works about doing some of the installations of the park pieces and expansion of the playlot. Alderman Key stated that the Recreation Department is limited on capital expenditures outside of the budget because there are two capital projects currently being worked on. Alderman Key recommended that Director Fairbanks speak to the Director of Public Works to expand Veterans playlot this year and potentially add it into the budget for new park pieces in 2022. Alderman Key also suggested to Director Fairbanks to make sure the landscaping of the playlot gets more attention and to speak to Public Works about making sure that happens.

ADJOURNMENT

There being no further business, Chairman Key moved to adjourn the meeting, seconded by Alderman Begley. All in favor.

Meeting adjourned at 8:26 p.m.

Respectfully submitted,

Lauren Koszola – Recording Secretary