

City of Palos Heights



Municipal Grounds and Property Committee
Tuesday, August 24, 2021
Minutes

1. CALL TO ORDER

Chairman Begley called the Municipal Grounds and Property Committee meeting to order at 7:00 p.m. at City Hall. In attendance were Chairman Begley, Alderman Lewandowski, Alderman Basso, Alderman Bylut, City Administrator Strohl, and Public Works Director Adam Jasinski. Also in attendance was Maria DeCaprio-Sunta.

2. APPROVAL OF MINUTES

Alderman Begley moved to approve the minutes of the Municipal Grounds and Property Committee meeting held on July 27, 2021 seconded by Alderman Lewandowski. On a voice vote, the motion passed unanimously.

3. PUBLIC COMMENT

None.

4. DIRECTOR'S REPORT

Public Works Director Adam Jasinski presented the following reports/considerations:

- Motor Vehicle Update. Continuing to inspect and service police vehicles. We are also taking the big trucks one-by-one to inspect them.
- Request approval of the hire of Temple Display for the installation and removal of 2021 holiday decorations along Harlem Avenue at a cost of \$8,840.00.

Alderman Begley motioned to approve the hire of Temple Display for the installation and removal of 2021 holiday decorations along Harlem Avenue at a cost of \$8,840.00, seconded by Alderman Lewandowski. On a voice vote, the motion passed unanimously. **AGENDA**

- Safe Routes to School grant application. Director Jasinski asked if the Committee would like to apply for this grant, offered by the State of Illinois. It would extend the sidewalk on 127th Street. Harlem Avenue to Palos East school. Part of the application process would be to obtain letters from the schools – in favor of the project. The Committee discussed.

Alderman Begley motioned to approve beginning the application process for the Safe Routes to School grant program, seconded by Alderman Bylut. On a voice vote, the motion passed unanimously.

5. HOLIDAY DECORATIONS AT COMMUNITY PARK

The Public Arts Commission was working on a project to create a holiday destination point at the gazebo area in Community Park. Maria DeCaprio-Sunta representing Public Arts and Director Jasinski attempted to solicit ideas and quotes from three different holiday décor vendors and

present the best approach to decorate the gazebo to the Municipal Grounds and Property Committee. Public Arts recommend Artistic Holiday Designs with a 3-year lease with an estimated cost of \$15,000 per year. Artistic Designs will store the holiday decorations and be responsible for installation, removal, and maintenance. After 3 years, the City will own the decorations and be responsible for maintenance and storage unless the effort is outsourced.

Director Jasinski pointed out that this project was not budgeted for 2021; however, Maria DeCaprio-Sunta discussed the following approach to cover the cost of the project:

Public Arts Commission will provide \$5,000.00 from their budget

City to provide \$5,000.00

Private Sponsor (tba) to provide \$5,000.00

Alderman Begley noted that we cannot enter into an agreement with a contractor utilizing sponsorship funds and typically the sponsor would reimburse the City. Director Jasinski also noted that the Public Arts Commission budget is part of the City's General Fund; therefore, the entire \$15,000.00 will be covered by the City of Palos Heights.

Alderman Begley motioned to approve the \$15,000.00 per year, 3 year lease proposal, with Artistic Design and discuss at Council, seconded by Alderman Lewandowski. On a voice vote, the motion passed unanimously

6. OLD BUSINESS

Alderman Bylut doesn't remember a cement slab was authorized by this Committee or City Council. Alderman Begley said the Recreation Advisory Board said they wanted more bike racks. We deferred to Adam and his crew about selection of the bike rack. The Committee discussed types of projects that require City Council approval.

Alderman Basso noted that Menominee Triangle looks terrific. The berms look terrific. Would like to remind everyone that applications are due soon to nominate a property for Keep Palos Heights Beautiful. Lake Katherine - weeds are out of control. Also, the bike path running through the parking lot needs some type of screening. A wall of Junipers might soften the view from the office buildings.

Alderman Basso asked about the entrance to City Hall, off Route 83. Is that ground cover or weeds coming up? Director Jasinski said there is mulch there, but weeds coming through as well. He will take a look at it.

7. NEW BUSINESS

None.

8. Adjournment

There being no further business, Alderman Begley moved to adjourn, seconded by Alderman Lewandowski. All in favor. Meeting adjourned 7:49pm.

Respectfully submitted,

Margaret Carey, Recording Secretary