River Forest Park District
Regular Board Meeting
February 10, 2025, 6:00 PM
The Depot
401 Thatcher Avenue, River Forest, Illinois

Agenda

If you would like to make the comment via Zoom, phone or email please email Michael Sletten at msletten@rfparks.com by 4:00 PM on Monday, February 10, 2025.

Join Zoom Meeting
https://us06web.zoom.us/j/83797167140?pwd=AeT6b3LnVjm5bSkDqyVf9EGWVlTfXG.1
Meeting ID: 837 9716 7140
Passcode: 498552

Join By Phone
312 626 6799
Meeting ID: 837 9716 7140
Passcode: 498552

1. Call to Order

2. Roll Call – Bade, Healy, Libera, Roche and Grant

3. Approval of Minutes

   - January 13, 2025 (motion, discussion, voice vote)

4. Financial Statements Review

   - Financial Statement Discussion

5. Approval of Disbursements, December (motion, discussion, roll call vote)

6. Public Comment

7. Correspondence to the Board

8. Board Reports

   - General Comments (non-agenda items)
   - Liaisons
     a. Village Collaboration Committee: Roche
     b. Village: Grant
     c. Library: Libera
     d. Schools: Roche
     e. Affiliates: Bade
   - Park Captains

9. Staff Reports

   - Park Services
   - Recreation Services
   - Administration and Finance
   - Executive Director

10. WSSRA Report

11. New Business

    - Signage

12. Old Business

    - Priory Park Project (motion, discussion, voice vote)
    - Capital Projects
        a. Constitution Park Project
            i. Village DRB 2nd Presentation/Approval: 3/6/25
            ii. Estimated Village Board Presentation/Approval: 3/24/25
            iii. Estimated start date: 6/15/24
        b. Priory Park Project
            i. Estimated Village Presentation: 3/10/25
            ii. Estimated Village DRB Presentation: 4/3/25
            iii. Estimated Village DRB Presentation/Approval 5/1/25
            iv. Estimated Village Board Presentation/Approval: 6/9/25
            v. Estimated start date: 8/15/24

13. Closed Session

    - Approval of Minutes – January 13, 2025 (motion, discussion, voice vote)
    - The Appointment, Employment, Compensation, Discipline, Dismissal, Performance or Personal Status of Employees, Officers, and Legal Counsel for the Park District

14. Adjournment

River Forest Park District
Regular Board Meeting Minutes of
January 13, 2025

The Board of Commissioners of the River Forest Park District convened at 6:00 PM on Monday, January 13, 2025 at the River Forest Park District, 401 Thatcher Avenue, River Forest, Illinois.

Roll call was taken with Commissioners Bade, Healy, Roche, and Grant present. Also present was Director Sletten, and approximately 20 attendees.

Commissioner Healy moved to approve the December 9, 2024 Board Meeting Minutes, seconded by Commissioner Roche. President Grant noted one change in the Minutes. A voice vote followed, and the motion was approved 4-0.

The Board reviewed the December, 2024 Financial Statements.

Commissioner Healy moved to approve the December, 2024 Vendor Disbursements for $80,744.83, seconded by Commissioner Bade. A roll call vote followed, and the motion was approved 4-0.

Public Comment: Angela Kremidas, River Forest, read a written statement from Ann Bath. The written statement was submitted as Public Comment.

Dan Kirschner, River Forest, believes the Board thinks all the opposition to the proposed Dominican Agreement is from RFYBS. He stated people are concerned about the activities, traffic green space imprint, and sweetheart deals of the proposed Agreement. He believes the Board needs to stop the process and listen. He distributed a Letter of Intent for a group named the Keyston Park Advisory Council.

Chris Cheney stated he was treasurer of RFYBS. He believes the biggest challenge the Park District has is space, and the proposed Dominican Agreement is counter to this problem. He stated the Agreement does not address the bullpen, outfield fence, netting, and usage hours. He believes the Board is pushing through a plan without full knowledge.

Mark Catrambone, River Forest stated he was a RFYBS Coach. He believes the money Dominican is paying for this project is not equal to the loss of field space to RFYBS. The Agreement is not in the best interest of the community.

President Grant read a summary of written comments received.

1. Tom Lamm, River Forest, believes the proposed Dominican Agreement is for the benefit of Dominican first. He believes Dominican cannot be trusted. He is opposed to any Dominican branding on the field.
2. Ross Lissuzzo, River Forest, believes the Board has got clear engagement from the community and noted a petition of 800 signatures opposed to the proposed Agreement. He asked that the discussion to be restarted.
3. Mary Shoemaker, River Forest, thanked the Board for listening to the residents who oppose the proposed Dominican Agreement.
4. Rabbi Max Weiss thanked the Board for tabling the proposed Dominican Agreement. His opposition is to any Dominican branding on the field.
5. BethAnn Cafaro, River Forest, is opposed to the proposed Dominican Agreement for several reasons: limited space and resident needs; transparency and Community Engagement; safety concerns; branding and identity; financial and legal concerns; community sentiment, and personal sentiment.
6. Janet Saeger, River Forest, requested that the Park Board Meetings be recorded and posted on the Park District website.
7. Maura Zinni, River Forest, requested a round-robin format for the Women's Thursday House League. She believes the players and the program surveys support this change.
8. Lisa Gill, River Forest, requested a round-robin format for the Women's Thursday House League.
9. Tracy Hollenbach, believes the Thursday Women's House League has been mismanaged, and believes the women's players should have 2 nights for league play, same as the men.

10. Mary Beth Schumacher, does not believe Park District staff is listening to the Women's House League Representative or the program survey regarding the Thursday Women's House league.
11. James Dore, River Forest, is opposed to the proposed Dominican Agreement.
12. Chris Cheney, River Forest, asked to meet Board Members individually to discuss the proposed Dominican Agreement.
13. Emma Gaddipati, River Forest, is opposed to the proposed Dominican Agreement.
14. Ann Bath, River Forest, submitted a written letter stating she hopes the Board will take no action in 2025 regarding the proposed Dominican Agreement. She requested that the Park Board Meetings be recorded and posted on the Park District website.

Board Reports: Commissioner Roche ask for a copy of the Park District's Sign Policy. President Grant asked why Men's Basketball was moved to Friday night, and Director Sletten noted the Wednesday gym space was needed for Youth Basketball practice.

WSSRA Reports: The next WSSRA Board Meeting is on 1/14 at the WSSRA Offices.

Staff Reports: Staff Reports were submitted to the Board.

New Business: Director Sletten presented JSD's Construction Services Documents Proposal and staff's amendments to the proposal. Director Sletten noted that he verified the proposals fees to conduct a site survey and engineering costs. Commissioner Roche asked why this work was not bided out, and Director Sletten stated that JSD has already performed site work for this project and staff is happy with their work performed. Director Sletten noted that bids are not required for professional services. President Grant moved to approve JSD' Construction Documents Proposal, based on staff's recommendations for a total of $92,000, plus a $2,750 contingency for Construction Observation visits, seconded by Commissioner Healy. A roll call vote followed, and the motion was approved 4-0.

Commissioner Roche moved to record future Park Board Meetings, and post them on them on the Park District website, seconded by Commissioner Healy. A voice vote followed, and the motion was approved 4-0.

President Grant moved to appoint Michael Sletten as the Park District's Representative and Karen Stille and the Park District's Alternate Representative on the WSSRA Board, seconded by Commoner Bade. A voice vote followed, and the motion was approved 4-0.

Old Business: Director Sletten presented options for the Board to hold community feedback meetings for the Keystone Synthetic Turf Project and the proposed Dominican Agreement. Staff recommended a separate meeting for each issue as these are separate topics. Commissioner Bade thought the meetings should be held on separate days. Commissioner Healy suggested the project is paused for 1-year, and a survey should be conducted before a public meeting is held. Commissioner Bade agreed with the pause; however, believes the public meetings should be first, then the survey. Commissioner Roche agreed with the pause.

Director Sletten submitted the email correspondence from the Park District Attorney that includes the Intergovernmental Cooperation Section of the Illinois Constitution expressly allowing a Dominican logo on Park District property. Commissioner Bade stated he does not accept the email, that the Attorney referenced the incorrect Dominican logo, and the US Constitution supersedes the Illinois State Constitution.

Priory Park Project: Director Sletten provided the Board with splash pad feature options, information staff has researched regarding the operations of a splash pad, and information on using splash pad greywater to irrigate the Priory soccer fields. To maintain reasonable operating costs, address parking issues, and be realistic on the number of participants who will use the splash pad at any given time, staff recommended reducing the splash pad to 1,500 SF. Director Sletten noted that the first splash pad design was subjective on size and the architect was filling in space they saw available. The Board discussed the possibility of visiting some splash pads to evaluate sizes, and staff will stake a 1,500 SF splash pad at the park site. The Board discussed the splash pad greywater to irrigate the soccer fields and decided not to move forward due to the cost, no opportunity for the system to pay for itself, and the fact that 80% of the splash pad water will site go directly to the sewer.

The Board renewed that discussion from the September, 2024 Board Meeting, regarding the installation of security cameras in all the parks. Director Sletten noted that staff is using deer tails cameras to monitor problem sites, and this has been effective. Commissioner Roche believes a Statement of Purpose should be drafted and

include in it: audit & storage and who has access to the cameras. He asked what other Park Districts are doing. It was the consensus of the Board to pause on this item.

Commissioner Healy moved to enter into Closed Session at 8:00PM for the appointment, employment, compensation, discipline, dismissal, performance or personal status of employees, officers, and legal counsel for the Park District, seconded by President Grant. A voice vote followed, and the motion was approved 4-0

The Board reconvened into Open Session at 8:15PM.

Commissioner Helay moved to adjourn at 8:15PM, seconded by President Grant. A voice vote followed, and the motion was approved 5-0.

Respectfully submitted,

Michael J. Sletten, Secretary

River Forest Park District

Memo

To: Board of Commissioners

CC: Michael Sletten, Executive Director

From: John Beto, Superintendent of Parks

Date: 02/10/2025

Re: February Board Report – Park Services

Ice Rink: The rink was open on January 6th to January 29th. Unfortunately, when the ice rink was closed/locked due to weather/ice conditions, individuals (adults and kids) climbed the fence and skated on the ice. resulting multiple cuts in the liner. The number and expend of the cut were so significant that staff is unable to repair the liner, so the ice rink is closed for the rest of this season.

Keystone Ornamental Fence: Staff is about 2/3's of the way through restoration of the metal fence.

Parks: Staff has begun its winter tree pruning, and will continue it through the month of February.

River Forest Park District

Memo

To: Board of Commissioners

From: Karen Stille, Superintendent of Recreation

Ellie Olayo, Recreation Manager

CC: Michael Sletten, Executive Director

Date: 2/10/2025

Re: February Board Report – Recreation Services

New Hire

Ethan Gutzmer has been hired as our Athletic Manager, beginning on Monday, February 10th. Please join the staff in offering him a warm welcome. Ethan has been working at the Mt. Prospect Park District and all his references spoke very highly of him. Ethan was a collegiate basketball program and has a passion for sports and fitness.

Summer Camp Fun Guide

The Summer Camp Fun Guide is expected to be online Monday, February 24th. Resident registration will begin on Monday, March 3rd and non-resident registration on Monday, March 17th.

Youth Athletic Programs

We have a variety of Youth Athletic Programs taking place at District 90 gyms this winter. Programs are offered for kids ages 3-12. Programs include: Youth Tennis Lessons, Basketball Gametime, Floor Hockey, Flag Football and Indoor Soccer.
Winter Session 1: Runs 1/8/25-2/14/25 with 70 kids participating
Winter Session 2: Runs 2/18/25-4/11/25 with 88 kids participating

Rec Basketball League (grades PreK-8): 534 kids are registered for our Rec Basketball League, including 86 volunteer parent coaches, 14 staff as site supervisors, and many contracted referees. We are approaching our 5th weekend of games. Practices and games are being conducted at three District 90 Schools and at Trinity High School. The Championship games will be held at Dominican University on Saturday, March 15th.

Adult Athletic Programs

Indoor Pickleball & Open Play (Active Adults): Instructor, Kelly Frank leads the program which continues to be quite popular. This program runs on Tuesdays and Thursdays at the River Forest Community Center with 38 participants.

Adult Co-Ed Basketball (ages 18 & up): Fun, yet competitive scrimmage games are offered on Monday evenings. The program runs through April 21st at Trinity High School. Informal games and scrimmages are the rules, no league play is allowed. Currently, 11 adults are registered.

Adult Co-Ed Volleyball (ages 18 & up): Informal pick-up games are offered on Thursday nights at Roosevelt Middle School. The program is FULL with 31 adults.

Platform Tennis Program

Annual Passes: We are currently at 282 adult pass holders and 1 junior pass holder.

House Leagues:
Men's House League is full with 104 players, making 8 teams of 13 players per team.
Women's Monday House League is full with 48 players and is a round robin format.
Thursday Women's House Play has 39 players with players being assigned to a court weekly based on availability.

Lessons: Pro, Jennifer Thomas is teaching Intro and Intermediate lessons on Thursdays and Saturdays.

Keystone Cup Tournament: This annual tournament began on January 20th. Players registered as a pair and play in either an A Division or B Division bracket. The tournament is set-up as a consolation bracket played across 2 months. For each match, teams have 2 weeks to schedule and play their match. Updated brackets will be posted every 2 weeks. 44 pairs are registered for the tournament.

School Day Off Programs

Kids can participate in fun programs at The Depot on days when they are off of school. These School Day Off programs have been very popular. We offer morning and afternoon options.

STEM FUNdamentals with LEGO Camp (ages 5-10): Kids can join this Play-Well TEKnologies LEGO Camp on February 17th, February 18th, and February 28th from 9:00am-1:00pm at The Depot. Currently, 23 kids are registered.

Kids participating in the LEGO Camps can extend their day off by registering for creative STEAM classes. Classes are held at The Depot from 1:00pm-4:00pm, immediately following the morning LEGO Camp.

2/17/25: DIY Pinball Machine with Kidcreate Studio
2/18/25: Candy Land with Kidcreate Studio
2/28/25: Science Circus STEAM Event with High Touch High Tech

Dance Recital

Ellie Olayo has been working hard choreographing dances for the upcoming "Roaring 20's" themed Dance Recital on Friday, February 28th at Roosvelt Middle School Auditorium. 20 dancers are participating in the winter session.

Special Holiday Offering

Valentine's Day Gift Boxes (all ages): 12 Valentine's Day Gift Boxes have been purchased. Each gift box contains heart-shaped cookies from Reuter's Bakery, assorted chocolates from La Maison de Bonbon, balloons, a dried floral arrangement and popcorn from the River Forest Park District.

River Forest Park District

Memo

To: Board of Commissioners

From: Michael Sletten

Date: 1/13/24

Re: January Board Report

Reports

Staff Reports: Included are the Staff Reports.

WSSRA Report: The next WSSRA Board Meeting is Tuesday, January 14th, at the WSSRA offices.

New Business

Constitution Park Project – Construction Services Documents: Attached is JSD's proposal to draft the construction documents for redevelopment of Constitution Park. Staff recommend that the Board approve the Landscape Architecture

- Landscape Surveying and Mapping Services: Survey only, no need for Title Work Coordination and Review.
- Landscape Architecture Services. Staff recommends approval of these services.
- Construction Services: Staff recommends only approval of Construction Administration and no need for Grant Administration. The Park District can pay, as needed, per visit for Construction Observation

Action recommended to approve JSD's Construction Documents Proposal, based on staff's recommendations for a total of $92,000, plus a $2,750 contingency for Construction Observation visits.

Board Meeting Recordings: The Park Board has received a couple of requests to recording and post the Park District Board Meeting online. If the Board wishes to post recorded meetings, staff will record the meetings via zoom and post on the Park District website.

Action possible to post the video recordings of Park District Board Meeting on the Park District website.

WSSRA Board Appointments: Attached is a letter required to be submitted annually to WSSRA, identifying the Park District representatives to the WSSRA Board. The Park District's Representative is Michael Sletten, and the Park District's Alternate Representative is Karen Stille.

Action required to appoint Michael Sletten as the Park District's Representative on the WSSRA Board, and Karen Stille as the Park District's Alternate Representative on the WSSRA Board.

Old Business

Keystone Ballfield #2 Project: Attached is an email from the Village Manager and Village Director of Public Works that there is no requirement for a parking/traffic study and the project will have no additional impacts on the Village infrastructure.

While not required, staff recommends the Board hold a Public Meeting is soliciting public feedback on 2 separate items: the conversion of the Keystone Ballfield #2 to synthetic turf and the field rental agreement with Dominican University for their University for their Women's Softball Team. The meeting can be broken out into 2 sections to solicit public feedback on each. We will need 3 Board Members to confirm attendance to this meeting. To provide proper notice, the 2 possible dates for this Public Meeting are 1/27 & 2/3. After the Public feedback on the synthetic portion of the Public Meeting, the Board can make a decision weather to make a minor amendment request to the Keystone Planned Development Ordinance to the Village Board at their 2/10 or 2/24 Board Meeting.

Dominican Keystone Ballfield #2 Agreement: A meeting between representatives from the Park District, Dominican University, and RFYBS took place on 12/20/24. Attached is and email for the Park District Attorney noting the Intergovernmental Cooperation Section of the Illinois Constitution expressly allowing a partnership with Dominican University and allowing the Dominican Women's Softball Team logo to be displayed at the ballfield.

Priory Park Project: At the 12/17/24 Board COW Meeting, the Architect presented a 2,500 SF splash pad, with another 500 SF ribbon space around the splash pad. Staff has conducted research on similar splash pads, and believes a 2,500 SF splash pad to accommodate 100-167 participant is too large. Staff believes a splash pad in the 70-participant range is a better size. Based on Vortex's calculations, a 1,500 SF splash pad would accommodate 60-100 participants.

There are a couple of issues to consider when determining the size of the splash pad.

- Vortex noted their average splash pad is around 2,000 SF. Our research of the splash pads installed by Vortex in the 5 counties is 1,300-2,000 SF. The larger pads were attached to aquatic center complexes.
- Parking: The building addition will increase the parking demand in the park. With the addition of the splash pad, we need to consider the total parking demand in the park. Parking calculations will be based and the maximum use of the facility.
- One municipality said their 1,300 SF pad used 1.1 million gallons of water for the season. The Village charges $12.40/100 CU FT for combined sewer/water (we will have to pay sewer), so that would be $18,186 annually for a 1,300 SF splash pad.
- The jets coming out of the ground are the most popular water feature.

The water storage tanks for the recycling of splash pad water for irrigation would need to be located in an open grass space, with nothing built above and no landscape plantings nearby. This will be an issue with the limited grass space around the splash pad. The cost for the system is $80,000 for materials only, plus annual maintenance costs to maintain the pump and filter system. We spend between $1,500 and $3,000 annually to water the Priory fields, so it will be more expensive to reuse the water for irrigation verses letting it be drained.

Priory Park is our Summer Sports Camp site, and we want to keep this program at Priory for the summer of 2025. To accommodate this, the project is scheduled to begin on 8/11, with the building addition scheduled for completion on 1/2/26, and the splash pad scheduled for completion on 5/15/26. Our Architect believes this is a very workable schedule.

Park Security Cameras: The Board asked that this item be place on the January, 2025 Board Meeting Agenda at their September, 2024 Board Meeting.

Attached is the quote from Griffon Systems to install 5 security cameras at Keystone (2), Priory (1), Washington Commons (1), and Washington Square (1). A 6th camera will be installed at Constitution Park next year during the Constitution Park Project. All the cameras are focused on high use areas such as playgrounds, restrooms, and racquet courts.

The cost for the 5 cameras installed is $35,975.00. In addition, there is an annual license fee of $180.00/camera, and 3 of the 5 cameras will need a SIM card at an annual cost of $420/camera.

The 2 cameras proposed at the Keystone and Washington Square tennis courts will require power. The cost to run power to the Washington Square cameras is $7,577.00. We are having a difficult time getting a proposal from the contractor who installed the tennis court lights; however, we believe the cost would be similar to the Washington Square price.

Staff will have access to the cameras and they will be linked to the Village Police monitors.

River Forest Park District

Memo

To: Board of Commissioners

From: Michael Sletten

Date: 2/10/25

Re: February Board Report

Reports

Staff Reports: Included are the Staff Reports.

WSSRA Report: The next WSSRA Board Meeting is Tuesday, March 11th, at the WSSRA offices. WSSRA is hosting their annual Legislative Brunch on Friday, 2/28, 11:30am-1:00pm at the Cheney Mansion. This is an opportunity for elected officials to hear the IAPD 2025 Legislative Platform and meet our Legislators. Please confirm if you are able to attend by 2/21.

New Business

Signage: At the January 13th Board Meeting, Commissioner Roche asked about the Park District's Sign Policy. The Park District does not have a formal Sign Policy, however, discusses advertising in the Park Ordinance.

> **Section 14. Advertising and Vending**
>
> No person shall, in connection with any property of the District:

1. Advertise. Post, affix, or otherwise display any place card, bill, notice or advertisement of any kind in the Park System, nor shall any person distribute, cast, throw or place any handbill, pamphlet, circular, advertisement or notice of any kind in the Park System, nor shall any person post, stencil or otherwise affix any notice, bill, advertisement or other papers upon any structure or thing in or about the Park System without written approval from the Director.

The Park District allows select organizations to hang advertising banners on the fences at up to 3 parks. The organizations allowed, the banner sizes, and the length of time the banners are allowed to be hung were dictated by the Village. Attached is a Sign Banner Application.

Old Business

Priory Park Project: Staff is looking for Board direction on the size and amenities for the splash pad. Staff recommends the following:

- Splash pad size: The Board tour of splash pads showed the Franklin Park (1,500 SF) and the Forest Park youngest age (1,700 SF) splash pads would accommodate our recreation needs of 70+ participants. Staff recommends a 1,500 -1,700 SF splashpad.
- Amenities: Geared toward children up to 8 years old. The feedback from the operation staff at the other splash pads said the key is to keep it simple and keep it low. Staff recommends the focus be on the

spraylink, ground spays, loop or arched, dome, and spray canon feature. Avoid features that will be subject to vandalism and higher risk of maintenance. Avoid feature subject to higher PSI.

- Staff recommends the surface to be stamped concrete. The concrete color will be tinted to create a design on the pad.

Once the Board agrees on the general parameters, the information will be given to the splash pad consultant and draft a new design.

River Forest Park District

SIGN PERMIT APPLICATION

Contact: _____

Email Address: _____

Purpose: _____

Display Timeline: _____

Request Date: _____

Banner Guidelines:

1. Only the following organizations are eligible for a Sign Permit: **RFYBS, RFYS, OPRF Youth Football, The Chicago Edge, Soccer Club, RF Garden Club, River Forest Public Library (Centennial Park only), Historical Society of OPRF.**
2. Two (2) permits per organization are allowed per year - Permitted to display up to three (3) signs per occurrence at the following parks:
   a. Keystone Park East on black ornamental fence along Lake Street.
   b. Priory Park on black ornamental fence along Division Street.
   c. Washington Commons Park on black ornamental fence along Washington Boulevard.
5. Vinyl sign may not exceed 6' 0" wide x 3' 0" high.
6. Display time will not exceed thirty (30) days.
7. RFPD is responsible for the hanging and removal of signs/banners. Permit Holder Organization will have fourteen (14) days after the expiration of their Sign Permit to pick up their signs/banners at 401 Thatcher Avenue. The Park District is not responsible for banners not picked up after the 14-days hold period.
8. All other Village and Park District sign rules and regulations apply.

OFFICE USE:

_____

Approved: _____

Michael J. Sletten, Executive Director, River Forest Park District

Date Banner(s) is Hung/Staff Initials: _____

Date Banner(s) is Removed/Staff Initials: _____

Date Organization was Notified for Banner Pickup/Staff Initials: _____