

RECREATIONAL ADVISORY COMMISSION (RAC) MEETING

Tuesday, April 18, 2017

10:00 AM.

Prairie Room



MINUTES

- I. Roll Call
 - a. The meeting was called to order at 10:06 am. Members Present: Charles Wells, Maria Desmond, Steve Desmond, Loretta Gaidas and Mary Peterson arrived later. Staff Present: LeeAnn Fisk, Josh Handelsman, and Melissa Olejarz.
- II. Approval of April 18, 2017, Agenda as presented.
 - a. Motion made by Member Wells, seconded by Member Gaidas to approve the agenda as presented. All in favor.
- III. Approval of March 21, 2017, Minutes approved as corrected.
 - a. Motion made by Member Wells to approve March 21, 2017, Minutes with recommended changes from Member Wells, seconded by Member S. Desmond. All in favor.
- IV. Staff Update
 - a. Director Search
 - i. Director Fisk reported the Director position is in the second rounds of interviews. One candidate is presently being interviewed by Commissioner Milovich-Walters and Mayor Mahoney. The Second candidate will be interviewed on April 19. A date for the third candidate has yet to be determined. Director Fisk stated the idea is for the new director to begin the week of the Art Fair.
 - ii. Director Fisk sent an email on April 17, 2017, stating that Supervisor Handelsman announced his resignation and will be employed with the Bartlett Park District. It has been suggested that the new director would be the one who would select the new candidate who would replace Supervisor Handelsman. Supervisor Handelsman reported he didn't anticipate to leave his role with us so soon but his new position will be closer to his home.
 - iii. Director Fisk offered to temporarily replace Supervisor Handelsman's position to fill the gap for rentals, facilities and parks.
 - b. Building Attendant
 - i. Supervisor Handelsman reported three applications were turned in for the Building Attendant position and one of the applicants has already been interviewed. Supervisor Handelsman reported Rebecca Buhs was offered and accepted the position. Rebecca is also a CSO and will be flexing her time between both jobs. The second of the applicants has an interview scheduled for next week, while the date for the third is still pending.
 - c. Summer Park Position
 - i. Supervisor Handelsman reported that two individuals have applied for the Summer Parks position. One of the applicants cannot start until after the Fine Arts Fair and the other applicant prefers the Building Attending position.
 - ii. Director Fisk stated that Supervisor Handelsman has done a fabulous job in his role and the new Building Maintenance worker is working out well.
- V. Program Updates
 - a. Summer Brochure
 - i. Director Fisk showed the Members the cover of the Summer Brochure and stated the brochure will continue to run in full color. Director Fisk stated the community will receive the brochures the first week of May and we unfortunately will no longer have the Flag Day concert.
 - b. Josh
 - i. Supervisor Handelsman stated the Soccer Shots Spring camp ran with 4 participants. Soccer shots program is at an all-time high with twenty-six participants within the three programs. Eight participants are in the parent and kid PeeWee class and the numbers are continuing to increase.
 - ii. Supervisor Handelsman reported that Sport Kid classes is also running strong with twenty-six participants.
 - iii. Yoga for Athletes ran with a different clientele than what was expected. Supervisor Olejarz suggested having a picture of a football player doing yoga to market it better in the summer brochure.

- iv. Supervisor Handelsman reported that the softball league and miniature softball league were canceled and hopes to see a youth volleyball league next year due to the interest of volleyball.
 - v. Supervisor Handelsman reported that he put a large emphasis on sports camps in upcoming summer guide with a lot of co-ops with Palos Hills and Palos Heights.
- c. Melissa
- i. Supervisor Olejarz reported March's program success were thin and canceled: Little Chef, Little Tots Learn to Sign, and STEM.
 - ii. Adult Spanish will run with three students who are excited to learn a new language. Member S. Desmond recommended to reach out to the library to advertise for these types of adult classes.
 - iii. Tot Explorers was pushed back a week due to low enrollment and ended up running with seven children.
 - iv. Supervisor Olejarz reported the new classes that are offered in the Summer Brochure:
 - a. Senior TaiChi on Fridays at noon
 - b. Organic Gardening on Wednesdays
 - c. Introduction to Backyard Chickens. Director Fisk discussed how the Village ordinance would be introduced during the class.
 - d. Wednesday Walking Club
 - e. Cooking With Food Allergies

Member S. Desmond recommended that the brochure and the classes should be promoted at the library. Director Fisk stated the thought in the past was to relate our trips to a library theme. Supervisor Olejarz discussed how the Organic Gardening instructor will also be teaching at the library and how both were going to promote the other.

VI. Parks Update

- a. Supervisor Handelsman reported the landscaping in the front of the Recreation Building was completed.
- b. Supervisor Handelsman informed the committee that a new 12-foot entrance to the tennis court was installed. The Public Works department will create a ramp leading into the tennis court to assist with hauling items into the area.
- c. Centennial Park's water was turned on, the Port a John delivered and the area is ready for the season. As for the summer, we will keep up with mowing of the area.
- d. Supervisor Handelsman reported that the next project to complete is the purchase of picnic tables with the one ADA table that will be delivered right before the Art Fair. The tables that are on the Village Green will be moved to Centennial Park and will be great to have during games.
- e. Supervisor Handelsman updated on last month's discussion about the walkway leading to the Port a John on the east side of the Recreation Center. The project was approved and a concrete company was hired. The goal was for the path to be ADA compliant and the Port a John to sit on a concrete pad.
 - i. Member Peterson discussed the possibility of utilizing Camp Palos and suggests the Department contacts Andrew Kingery for future programs.

VII. Recreation Center

- a. Supervisor Handelsman reported on the back office that Marketing Assistant Lea Maloney uses. The area has been updated and a standing desk was installed.
- b. John Meares, fixed the leak under the sink on the right side upper level bathroom. Supervisor Handelsman jokingly stated we are now a bucket free facility.
- c. Supervisor Handelsman discussed the lack of storage the facility has, and assessed that eliminating the green raisers that are stored in the chair closet would create additional space.
- d. Supervisor Handelsman stated the "*Cathy Gable Closet*" has been cleaned and papers that were once thought to be needed are to be shredded. The extra room will be utilized used for storage.
- e. BSN Painting will be coming to paint and update the cracks and chips.
- f. Director Fisk stated that Feldco will be coming in three weeks to measure the window which will be completed about May 15, before the Art Fair.

VIII. Spring Brochure and Rental Update

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| a. | 2017 Report - March 1 – April 11 | 263 participants – 90 Residents and 173 Non-Res |
| b. | 2016 Report - Feb. 13 – April 18 | 239 participants – 81 Residents and 168 Non-Res |
| c. | 2017 Rental Report from March 1 – March 13 | 18 rentals totaling \$6427.75 |
| d. | 2016 Rental Report from March 1 – March 21 | 35 rentals totaling \$7225.90 |

IX. Review Special Events

- a. Mom Son Date Night-Saturday, March 25

Supervisor Olejarz reported this was a first year event and due to continuous low numbers the event was almost canceled. 16 couples registered with a total of 19 boys. The event which included a superhero theme, DJ, pizza, ice cream and a guest appearance of the Firefighter was a success. A Moraine Valley student assisted in the planning and execution of the event.

b. Magical Egg Hunt-Saturday, April 8

The event partnered with the Palos Park Library who calculated 350 children in the Gym with the magician. Supervisor Olejarz conveyed there were approximately 600 people that attended the hunts. Members Wells and M. Desmond worked the event, one attending to a sucker pull that consisted of giving away 270 donated tickets from Windy City ThunderBolts. A Moraine Valley student assisted in the planning and execution of the event.

c. Happy Dog Egg Hunt-Saturday, April 8

Supervisor Handelsman reported a total of 14 dogs in attendance, which was less than prior years. Supervisor Handelsman reported that Orland Park and Pet Smart also had a dog hunt on the same date. It is recommended this event is done separately, most notably the day before the Magical Egg Hunt. Kriser's Natural Pets donated 150 stuffed eggs and one prize basket and Ludwig's Feed Store donated a 20-pound box of treats for eggs and providing us with as many prizes.

d. Flashlight Egg Hunt-Thursday, April 13

A total of 20 registered for the event most day of the event. The kids made slime and edible nests as activities. The teens went outside to collect the eggs while each colored egg earned a value. The total was used to buy prizes which most were donations from Haunted Trails, Water Park Passes, Baseball tickets, candy and other great prizes.

e. Spring Fishing Derby- Saturday April 15

Director Fisk reported 104 participants signed in at Papoose Lake and were from 24 different communities. Participants used about dozen poles provided by the Recreation Department. The largest fish caught was a 14 inch catfish and the most species Director Fisk ever saw come out of that lake. Director Fisk advises we should charge for future fishing derbies to pay for the prizes.

X. Upcoming Events

a. Kite Fly-Saturday, May 6

- i. The event will take place at Centennial Park. This event encourages families to get outside. Supervisor Olejarz is hoping for good weather. Member Peterson inquired if the Chicago Fire Kite Flyers were contacted.

b. 'Love the Park' Fine Arts Fair-Saturday and Sunday, May 20 and May 21

- i. Juried 59 artists, 57 will attending.
- ii. Food trucks are secured
- iii. Entertainment is confirmed
- iv. Art and the Auto cars will meet at the Metra Station and parade to the site. Cars will be on Forest Glen, on the Village Green.
- v. Art and the Family will have several activities with different partners who will participate.
- vi. We are in charge of the drink area and need volunteers on this day to serve.
- vii. Signage will be put around the Village starting in early May.

c. Autumn in the Park-Friday, September 15 and Saturday, September 16

- i. Finalizing committee personnel and requesting volunteers from prior years. The Steering Committee is still working on sponsorships and are presently at \$8,900. Director Fisk reported that she discussed the possibility of doing a Plein Air event with artist Liz Wall.
- ii. We will need help from Recreation Advisory members for this event as well.

XI. Miscellaneous:

a. Appropriations meeting with Historical Preservation Society

- i. Director Fisk reported that the Historical Preservation Commission approved the contract for the windows.

b. Budget Update

- i. Director Fisk reported the final budget has still not been distributed, still working on balancing. Decreases in different areas from our Department have been submitted.

c. Connections were made with USTA to begin offering classes here in the fall.

XII. Next meeting Tuesday, May 16, 2017

XIII. Motion to adjourn the meeting.

- a. Motion made by Member S. Desmond, seconded by Member Peterson at 11:02 am. All in favor.