

**Park District of Franklin Park  
Board of Park Commissioners  
Regular Monthly Board Meeting  
Tuesday, October 24, 2023; 7:00 p.m.  
Community Center  
9560 Franklin Avenue  
Franklin Park, Illinois 60131  
MINUTES**

**Call to Order at 7:01 p.m.**

Secretary O’Connell called the meeting to order at 7:01 p.m.

**Roll Call**

Physically Present: Commissioners Joseph E. Zinga, Mark K. White and Susan E. O’Connell.

Absent: Commissioners AnneMarie Casas and Michael A. Vonesh.

Present: Daniel LoCascio, Director of Parks and Recreation; Maria Laskowski, Human Resources Manager; Nathan Wick, Superintendent of Parks; Catherine Saponieri, Marketing & Communications Manager; Liz Visteen, Superintendent of Recreation; Stephanie Bersani, Superintendent of Finance & Technology and Carla Deak, Ice Arena Manager; Attorney Thomas Hoffman.

Also Present: Jennifer Costa, Parks Services Assistant and Joe Schulz, Hockey Development and Arena Supervisor

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

Commissioner O’Connell motioned, seconded by Commissioner Zinga to appoint Commissioner White as the meeting chairperson.

Roll Call Vote: Commissioners O’Connell, yes; Zinga, yes; White, yes. Motion carried.

**Additions, Corrections and Deletions to the Agenda**

Christmas Party at North Park not Community Center

**Public Hearing concerning the intent of the Board of Park Commissioners to sell not to exceed \$1,200,000 General Obligation Limited Tax Park Bonds for the building, maintaining, improving and protecting of land purchased or condemned for parks and the existing land and facilities of the District and for the payment of costs of issuance**

Commissioner White asked for written or oral comments from the Commissioners. There were no written or oral comments from the Commissioners.

Commissioner White asked for written or oral comments from the Public. There were no written or oral comments from the Public.

Commissioner White asked for additional comments from the Public. There were no additional comments from the Public.

Commissioner White asked for a motion to finally adjourn the Public Hearing.

**Motion #1** by Commissioner Zinga, second by Commissioner O’Connell to finally adjourn the Bond Issuance Notification Act (BINA) Public Hearing at 7:03 p.m.

Roll Call Vote: Commissioners O’Connell, yes; Zinga, yes; White, yes. Motion carried.

Commissioner White declared the hearing finally adjourned.

**Recess for Public Comment at 7:04 p.m.**

Commissioner White recessed for Public Comment at 7:04 p.m.

Joe Schulz introduced himself to the Board. The Board welcomed him to the staff.

**Reconvene at 7:07 p.m.**

Commissioner White reconvened at 7:07 p.m.

**Presentation / Approval of the Regular Board Meeting Minutes and Closed Session Minutes dated September 26, 2023**

Motion #2 by Commissioner Zinga, second by Commissioner O’Connell to approve the Regular Board Meeting Minutes and Closed Session Minutes dated September 26, 2023.

Roll Call Vote: Commissioners Zinga, yes; White, yes; O’Connell, yes. Motion carried.

**Presentation / Approval of Manual Bill Listing dated September, 2023 in the amount of \$230,792.90**

Motion #3 by Commissioner O’Connell, second by Commissioner Zinga to approve the September, 2023 Manual Bill Listing in the amount of \$230,792.90.

The Manual Bill Listing was reviewed.

Roll Call Vote: Commissioners White, yes; O’Connell, yes; Zinga, yes. Motion carried.

**Presentation / Approval of System Bill Listing dated October, 2023 in the amount of \$53,606.09**

**Motion #4** by Commissioner Zinga, second by Commissioner O’Connell to approve the October, 2023 System Bill Listing in the amount of \$53,606.09.

The System Bill Listing was reviewed.

Roll Call Vote: Commissioners O’Connell, yes; Zinga, yes; White, yes. Motion carried.

**Correspondence**

There was no correspondence.

**Reports of Officers and Commissioners**

Commissioner O’Connell thanked everyone for their efforts with the Parade. Director LoCascio reached out to Mayor Pedersen regarding trains.

Commissioner Zinga also commented on how nice the Parade was and the Pumpkinfest. Thanked all the staff. Director LoCascio special thanks to Assistant Costa for her help with the pumpkin patch.

Commissioner White also commented that the parade was very nice. Everyone had a good time and the weather was nice.

## **Staff Reports**

### *Director*

Items are later on the Agenda.

### *Superintendent of Finance/Technology*

Superintendent Bersani and Director LoCascio met with School District 84 regarding balloon Levy. Superintendent Bersani explained to the Board. A discussion was held.

### *Superintendent of Recreation*

Fall Fest Parade and Pumpkin Fest and was a success. A lot of people out to watch it.

Zumba Gold Fundraiser with 23 participants. They had a great time. Some of those ladies also signed up for Wreath Making Workshop.

We have 29 registered for Trick or Treat in the Park.

Leyden League started with four teams total. Manager Burnett is conducting Parent Meetings tonight.

Had the pleasure of going to National Conference in Dallas. Was very informative.

A discussion was held regarding Polar Express and possibility of getting another day. We are adding more to the Breakfast with Santa.

### *Ice Arena Manager*

Manager Deak looking forward to this Saturday for Trick or Treat in the Park and then Scary Skate at Ice Arena in the afternoon.

The Ice Arena is hosting the largest North American Tournament the CCM Games next weekend all day Friday and Saturday and half day on Sunday..

### *Superintendent of Parks*

Superintendent Wick stated that a climber at North Park was able to be fixed.

Shutting down drinking fountains and splash pads this morning.

Working on Christmas Decorations.

Staff will be keeping up with leaf removal.

Leyden Make a Difference Day on Saturday with 20 students spreading mulch. Busy day Saturday at North Park.

Musco Lighting on site today and tomorrow installing lighting controls. We will be able to control remotely.

### *Marketing & Communication Manager*

Website was compromised on October 9 was compromised. Worked with Anthony Holmes and was hacked through backend. He was able to redirect. Security issues due to our website being outdated. Meeting tomorrow to discuss Website Redesign that will take 4-5 months. A discussion was held.

Sponsorship packet went out to about dozen businesses. A lot of them will be at Trick or Treat in the Park.

Newsletter was designed in-house this time by Catherine.

#### **WSSRA**

Director LoCascio reported that they are looking at passing their Budget next month. The share formula will also be working out.

#### **Unfinished Business**

##### *Ice Arena & North Park Window/Door Replacement Project*

Motion #5 by Commissioner O'Connell, second by Commissioner Zinga to approve Payout #2R to WB Olson, Inc., in the amount of \$31,339; leaving a balance to finish project, plus retainage of \$687,547.

Director LoCascio explained that most of the payment goes to one of the contractors. We have a November 15 start date.

Roll Call Vote: Commissioners Zinga, yes; White, yes; O'Connell, yes. Motion carried.

##### *IAPD/IPRA Soaring to New Heights State Conference / January, 2024*

Let Manager Laskowski know if you will be attending and your housing requirements.

#### **New Business:**

##### *IAPD Annual Business Meeting*

Motion #6 by Commissioner Zinga, second by Commissioner O'Connell to designate Daniel LoCascio, Director to serve as delegate to the Annual Business Meeting of the IAPD to be held on January 27, 2024 at 3:30 p.m.

Roll Call Vote: Commissioners White, yes; O'Connell, yes; Zinga, yes. Motion carried.

##### *Park District of Franklin Park Staff / Commissioners Christmas Party, December 15 from 6:00-10:00 p.m. at North Park*

##### *PDRMA Rate*

Director LoCascio explained the proposed PDRMA Rate increase.

##### *Intergovernmental Agreement to Conduct Youth Athletic Leagues*

Motion #7 by Commissioner O'Connell, second by Commissioner Zinga to enter into an Intergovernmental Agreement to Conduct Youth Athletic Leagues with Norridge Park District, Rosemont Park District, Village of Schiller Park, and Leyden Township, as presented by staff.

Roll Call Vote: Commissioners O'Connell, yes; Zinga, yes; White, yes. Motion carried.

##### *Rocco Castellano Proposal Ice Arena Renovations and Pool on Pacific Roof Replacement*

Motion #8 by Commissioner Zinga, second by Commissioner O'Connell to accept the Proposal of Rocco Castellano Design Studio for Franklin Park Ice Rink Renovations – Franklin Park, IL RCDS No. 2023 .18.00 Dated: October 20, 2023, in the amount of \$16,000.00, as presented, and including its Business Terms as incorporated therein and to authorize and direct the Director to execute same.

Director LoCascio reviewed the proposal. A discussion was held.

Roll Call Vote: Commissioners Zinga, yes; White, yes; O’Connell, yes. Motion carried.

*Williams Architects Facility Assessment Proposal*

Motion #9 by Commissioner O’Connell, second by Commissioner Zinga to adopt Resolution 23-24-3/R, a Resolution Pursuant to Section 8 of the Local Government Professional Services Selection Act Regarding Services to be Provided by Williams Architects.

Director LoCascio reviewed the Resolution. A discussion was held.

Roll Call Vote: Commissioners White, yes; O’Connell, yes; Zinga, yes. Motion carried.

Motion #10 by Commissioner O’Connell, second by Commissioner Zinga to accept the Letter of Agreement (“LOA”) for Existing Conditions / Facility Assessment Plan- 9143 & 9147 Cherry St. Professional Basic Architectural & Engineering (A & E) Services WA BD NO. 2023-406 with Williams Architects Dated: October 20, 2023, in the amount of \$23,200.00, as presented, and to authorize and direct the Director to execute same.

Roll Call Vote: Commissioners O’Connell, yes; Zinga, yes; White, yes. Motion carried.

**Suggested Motions**

No suggested motions.

**Required Signatures**

Manager Laskowski received required signatures.

**Closed Session to discuss Pending Litigation 2(c)11, Personnel 2(c)1 and Land Acquisition 2(c)5**

Motion #11 by Commissioner O’Connell, second by Commissioner Zinga to enter into Closed Session at 8:26 p.m. to discuss Pending Litigation 2(c)11, Personnel 2(c)1 and Land Acquisition 2(c)5.

Roll Call Vote: Commissioners Zinga, yes; White, yes; O’Connell, yes. Motion carried.

**Rise Out of Closed Session**

Motion #12 by Commissioner Zinga, second by Commissioner O’Connell to rise out of Closed Session at 9:25 p.m.

Roll Call Vote: Commissioners White, yes; O’Connell, yes; Zinga, yes. Motion carried.

**Nepotism Policy Update**

Director LoCascio updated the board on family members of full time staff now working.

**Adjourn at 9:28 p.m.**

Motion #13 by Commissioner Zinga, second by Commissioner O’Connell to adjourn at 9:28 p.m.

Roll Call Vote: Commissioners O’Connell, yes; Zinga, yes; White, yes. Motion carried.

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Susan E. O’Connell, Secretary