

**Village of Antioch
Park Commission Meeting
Municipal Building: 874 Main Street, Antioch, Illinois
Wednesday, May 18, 2016**

CALL TO ORDER

Park Board Chairman Jim Weber called the May 18, 2016 regular meeting of the Park Board To order at 7:06 pm in the Municipal Building: 874 Main Street, Antioch, IL.

PLEDGE OF ALLEGIANCE

The Antioch Park Commissioners led the Pledge of Allegiance.

ROLL CALL

Roll call indicated the following Commissioners were present, Paul Hettich, Ron Horton, Gina Wolf, Will Martino, Cedric Johnson, Jen Dosch and Chairman Jim Weber. Others present were: Parks and Recreation Director Shawn Roby, Program Supervisor Trustee Jerry Johnson, Recording Secretary Toni Galster. Absent were; Program Supervisor Mary Quilty

APPROVAL OF MINUTES

Member Ron Horton moved, seconded by Member Gina Wolf to approve the January 20, 2016 meeting minutes as corrected. Upon voice vote: **Yes:** 6: Paul Hettich, Ron Horton, Gina Wolf, Will Martino, Cedric Johnson, and Jen Dosch **No:** 0. THE MOTION CARRIED.

COMMUNICATIONS

None

REPORTS

Chairman Weber:

Jim spoke briefly about the Budget. Shawn told the Board he will get to the Budget when he discusses the Finances. Jim welcomed Paul Hettich to the Park Board told the Board Paul's Military History and what he can bring to this board.

Director of Parks & Recreation / Special Events Coordinator: Shawn Roby

Shawn introduced Michael Garrigan the recently hired Village Planning and Zoning Director. Michael explained to the Board his goals as the new Director of Planning and Zoning. Michael told the Board about his past position with Plainfield, and how he will use his experience and knowledge to help change Antioch going into the future. Michael explained how the Village should be standardizing all park agreements. How the village should deal with annexation agreements. Michael would like to see a standard agreement when it comes to considering parkland, what the Village will accept as buildable vacant property. Acceptable property could be storm water ponds, wetlands, or vacant lots. What will not be accepted would be no grey

areas. Also what provisions will be accepted such as maintaining the parks. Michael and his team will need to find out the value and worth of the land that is being considered. Jim Weber asked Michael if it would be possible to ask developers to pay upfront, before starting their development. Shawn indicated that if the board so felt that was the direction they would like any agreement to go they could make such a recommendation to the village board. Ultimately as an advisory board they simply make recommendation and the village board would make the final agreement. Michael also said that perhaps the builder only wants to give a cash donation instead of donating land and building a park, this is something the Village must consider. What would be acceptable? If the Village considers the cash donation, where will the money go?

Paul questioned Michael about open space such as dog parks. Paul questioned why the Village should we accept wetlands as an exchange. Michael told the Board that wetlands, flood plain property will need to be insured, and maintained, this type of property the Village should not give the developer any credits for. But Michael did tell the Board that it is a case by case, but he assured the Board that the Village at this point will only accept High & Dry land and an offer.

Michael reminded the board that prior to the recession that the community was building houses in the range of about 400 per year. In the last 6 years or so we have built a total of 2. Agreements being developed today need to keep in the mind the soft construction market to ensure that they are being competitive without giving everything away.

Cedric questioned Michael about the retention ponds in some of the subdivisions, his question to Michael was is the HOA responsible to maintain these ponds, and insure them. Cedric also added that there are many issues surrounding these ponds and if the HOA would like to make any changes they need to go to the Army Corp, which takes month to get anything approved, this is a hassle Cedric told Michael.

Michael assured the Board that changes are coming in the future, and that he looks forward to working with the Board to achieve his goals. Michael also welcomed the Board to contact him if they had any questions.

Shawn spoke to the Board about the upcoming park walk though schedule, Shawn would like to walk only one park before a meeting. Each member should walk their own park, then write a report regarding their park, such as repairs, maintenance required. Reports should be emailed to Shawn and will be discussed at the next Board meeting.

Next meeting a Park re-assignment will need to be completed.

Shawn has suggested doing a park walk through in June and Sprenger Park in July. All agreed! Jim noted that recently at Pedersen Park he has noticed a lot of dog poop everywhere in the Park. Shawn told the Board that Pedersen Park will be getting a dog waste station soon. Shawn wants these stations at all the parks. New signs will be made with positive message to the residence requiring picking up after dogs.

Volunteer Program

Shawn told the Board about the Volunteer program that he would like to start in Antioch. At this point there are about 35 people throughout the year that will volunteer for events. Shawn would like to start a reward program. This program can not include people who are already or will be doing community service hours, religious hours, or NHS hours. Those groups who will quality will be true volunteers.

Shawn told the Board about other communities and what they have done in the past, Shawn is worried that in exchange for their volunteering time if we give the volunteers anything of value does this constitute that we have paid them and are we responsible if they get hurt while performing any duty we ask of them. Shawn would still like to thank them somehow. Paul told the Board that the Volunteer Ladies at the Forest Preserve has a Volunteer program that recognizes their volunteers and gives out t-shirts. Jim Weber asked if perhaps getting donations from our local businesses would help. Gina Wolf would like to see it be a Thank you Program. Jen Dosch added that the Make a Wish Foundation has a program that invites all their volunteers to a dinner and they recognize their Volunteer of the Month and Year on a plaque. Shawn is looking into developing the program together and having it posted on Facebook, Authentic Antioch and the Village Website. Levels should include Business, Citizen and Organizations.

Parks Budget 2016-2017

Park Maintenance

Shawn told the Board that the Parks budget was passed at the May 2, 2016 Village Board meeting. Included in the budget were the repairs to Williams Park, new banners for the Bandshell, work on the tennis courts at Centennial Park and Jensen Park. Public Works has hired an outside source to cut the grass in village parks and property, which will free up the parks guys so they can focus on the repairs that are needed in the parks. Williams Park, Centennial Park pavilions need power washing and staining this year, Shawn believes that this is a great project for the Boy Scouts. Another project would be spreading mulch in the parks. Shawn passed around the parks improve plan so all the Park Board members could review it.

Policy Recommendation Update

The Village Board did not approve the policy recommendation that the Park Board was asking for. This issue will be re-visited in a year. The no refund policy still holds but will allow for hardship consideration to be given from time to time.

A 10% multi-child discount was passed. That policy reflects what was passed by the park board in early 2016.

Social Media policy was established. The Village employees will hold a certain standard when it comes to social media and what can and cannot be posted on the internet. All elected,

appointed officials must put their title and name in the comment section when responding on village owned social media sites. Shawn warned the Board to be extra careful when posting any comments concerning the Village.

Software Update

Shawn explained how the search for new software for parks operations is going. He indicated that the parks office has been reviewing software for approximately 8 months. Our current software provider will be ending their support for the product known as MaxEnterprise which has been expected for a couple of years. To upgrade to their new product would cost the village approximately \$14,000 and other software packages will provide the same web-based programming for less in many cases. If we are forced to spend on an upgrade it only makes sense to investigate the options that exist within the marketplace.

Cedric asked if the public would be able to test the product before we purchased it. Shawn told the Board that the staff has been testing all the program software and giving him their feedback. Shawn will download the demo and provide a demo look to the board members if they would like to see it.

Shawn told the Board he will only purchase a software program from a company that has been in business for at least 10 years. Which should give them a track record within the industry to follow.

Program Guide Advertising

Shawn again asked the Board their feelings on advertising in the program guide, he reminded the Board that we are in crunch time if we plan on doing this in our fall guide. The board expressed concerns that the program guide would be available to both Antioch businesses as well as for non-for-profits as well. Shawn indicated to the board that they would provide Antioch businesses access first. Non-for-profits would have access as well to the advertising in the guide. Shawn indicated that non-for-profits could have additional sections to advertise their programs.

The approximate cost of the guides per issue is \$6,500 for each issue (currently 2 a year). The advertising will provide enough revenue to consider expansion of the guide into other areas or increase the frequency of the guides to the public.

Upcoming Events

Upcoming events: The Farmers Market opens on June 2nd and will run through September. We have the Summer Wine Walk on June 4th Volunteers are always needed at check in.

The upcoming Miss Antioch Pageant Jen Dosch is looking for tabulators, check-in and breakdown after the pageant is over. Jim mentioned he would like to see if the judges can circle the number this year instead of writing it, some of their handwriting is not easy to read.

The first of 3 Movies in the Park this summer will be on the same day we have our Park Board Meeting, June 22nd. Star Wars will be the movie starting around 9:15ish. Crusin Nite will be on the Wednesday before the 4th. Someone needs to talk to the businesses to see if they can stay open longer for this night. We have the 4th of July festivities coming up. Volunteers are needed for the parade and Kids fest. Camping under the Stars will be in July. All Board members can stop by to see all the fun on Saturday, July 9th.

Program Supervisor Report

Zumba has cut Tuesdays off their schedule due to no attendees. Monday and Thursday are still going strong. Summer Day Camp enrollment is still going on; with camping starting on Monday, June 6th residents are still enrolling their kids. The Adventures camp has increased from last year, the Kiddie Kamp has doubled, and the Camp Sunshine camp is close to being completely full.

Financial Reports

Financial Reports for the period ending April 30, 2016 were reviewed. The Village will be Working on ways to cut the budget.

Next Meeting: Set for Wednesday, June 22, 2016 @ 7:00 pm

Other Business

Shawn would like to invite Angela back to a meeting so the Park Board can give her a proper send off.

Paul Hettich would just like to be called Paul, not by his Military rank.

Gina Wolf would like a list of the trees that can be used to replace the Ash trees. She would also like this list to be listed on our social medial. Gina also asked about Centennial Park, since the basketball court has been taken out of the tennis courts, will it be installed somewhere else?

Will Martino spoke about the Map and now it is maintained. He also mentioned the swap agreement that he has spoken about in the past, the cutting the fields in exchange for work in their subdivision. Shawn explained that the Village has hired an outside source to cut the grass in designated parks; the Village crew will still maintain the Tim Osmond Sports complex. Will also mentioned the dumpster in Sprenger Park and how people are dumping in this dumpster. It is full all the time. Will Martino would like to see this dumpster removed, it is not needed in this park.

Cedric told Shawn about the handicap swing that is broken in Trevor Creek. Shawn reminded that board that part of their duties are to visit their park frequently and provide feedback on status of items. Shawn indicated that he would order new belts for the swing and have them installed once they arrived.

Jen asked the Board again for their help on Saturday, June 18th with the Miss Antioch Pageant. She also inquired about the toilets at the senior center. If they plan on replacing them with the

19" toilet instead of the 15" ones they have already, Shawn assured her that the problem is being taken care of.

Chairman Jim Weber

Toni Galster, Secretary