

**Park District of Franklin Park  
Board of Park Commissioners  
Regular Monthly Board Meeting  
Tuesday, November 28, 2023; 7:00 p.m.  
North Park  
10040 Addison Avenue  
Franklin Park, Illinois 60131  
MINUTES**

**Call to Order at 7:00 p.m.**

President Casas called the meeting to order at 7:00 p.m.

**Roll Call**

Physically Present: Commissioners Joseph E. Zinga, Susan E. O'Connell, AnneMarie Casas, Mark K. White 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.

**Pledge of Allegiance**

The Pledge of Allegiance was recited.

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

No additions, corrections or deletions to the Agenda.

**Recess for Public Comment at 7:01 p.m.**

President Casas recessed for Public Comment at 7:01 p.m.

**Reconvene at 7:01 p.m.**

President Casas reconvened at 7:01 p.m.

**Presentation / Approval of the Regular Board Meeting Minutes and Closed Session Minutes dated October 24, 2023**

Motion #1 by Commissioner Vonesh, second by Commissioner White to approve the Regular Board Meeting Minutes and Closed Session Minutes dated October 24, 2023.

Roll Call Vote: Commissioners O'Connell, yes; Casas, yes; White, yes; Vonesh, yes; Zinga, yes. Motion Carried.

**Presentation / Approval of the Special Board Meeting Minutes and Closed Session Minutes dated October 27, 2023**

Motion #2 by Commissioner White, second by Commissioner Zinga to approve the Regular Board Meeting Minutes and Closed Session Minutes dated October 27, 2023.

Roll Call Vote: Commissioners Casas, yes; White, yes; Vonesh, yes; Zinga, yes; O'Connell, yes. Motion Carried.

**Presentation / Approval of Manual Bill Listing dated October, 2023 in the amount of \$252,293.99**  
Motion #3 by Commissioner Zinga, second by Commissioner O'Connell to approve the October, 2023 Manual Bill Listing in the amount of \$252,293.99.

The Manual Bill Listing was reviewed.

Roll Call Vote: Commissioners White, yes; Vonesh, yes; Zinga, yes; O'Connell, yes; Casas, yes. Motion Carried.

**Presentation / Approval of System Bill Listing dated November, 2023 in the amount of \$113,602.42**  
Motion #4 by Commissioner Zinga, second by Commissioner O'Connell to approve the November, 2023 System Bill Listing in the amount of \$113,602.42.

The System Bill Listing was reviewed.

Roll Call Vote: Commissioners Vonesh, yes; Zinga, yes; O'Connell, yes; Casas, yes; White, yes. Motion Carried.

**Correspondence**  
No correspondence.

**Reports of Officers and Commissioners**  
Commissioner O'Connell can't wait to see the new doors at North Park.

President Casas stated that the Trick or Treat in the Park and Skary Skate was very nice. Starr Blades competed in two competitions, nice to see Franklin Park represented. She stated that the Little Libraries throughout the district are very nice.

President Casas invited everyone to come to the Ice Show this weekend, it is going to be a great show.

**Staff Reports:**

*Director*

Director LoCascio and Attorney Hoffman highlighted the two legislative updates on surety bonds and retainage amount. Exempt and non-exempt employee's guidelines are changing per the Illinois Department of Labor. A discussion was held.

Director LoCascio shared with the Board that we begin sharing Personnel Policy for review at the December Board Meeting.

Director LoCascio asked the Board if they would like Eric Horning from Hitchcock to discuss his proposal for a Master Plan at the December Board Meeting that will include renovating North Park, Willow Park, Linden Park timelines, and potential Dog Park and Land Acquisition. The Board would like for Eric to attend.



#### *Superintendent of Recreation*

Superintendent Visteen reported that staff is working on December events, starting with Breakfast with Santa this Saturday. Polar Express next two weekends are both full. The Adult trip to brewery was a success and they enjoyed it. Teen Night has had low attendance. Staff are discussing different ideas.

#### *Ice Arena Manager*

Manager Deak reported that the Hockey Teams participated in Thanksgiving Tournaments. Panther Paws Instructional Classes started.

The Ice Show run through and picture day is tonight and Dress Rehearsal is Thursday. Saturday show attendees are able to stay and skate for free. The Fusion Party also this weekend.

Fusion did annual blanket making to donate to UIC Children's Hospital in honor of Mason Orchard. Thirty-eight blankets were made and donated this year.

Helen Schorse, the new Assistant Skating Director started this week.

#### *Superintendent of Parks*

Superintendent Wick reported that the Little Libraries were installed with the Boy Scouts help. Christmas lights will be installed tomorrow. The remaining leaves will be cleaned up if we get a thaw. Equipment will be prepared for winter.

Parks Department has been helping clean and setting up at North Park with change of rooms for seniors due to doors construction.

#### *Marketing & Communication Manager*

Manager Saponieri Winter / Spring Brochure was sent out to residents. Residents ready to register. Future brochures we will have more efficient system going through google docs. Working on Newsletter being done in-house and halfway done. Color Run, Walk and Roll, recap of 2023, and bio's on new staff.

Manager Saponieri submitted eight photos to the IAPD Give Us Your Best Shot Contest. She is doing final media pushes for Breakfast with Santa and reaching out to local publications to come out and cover the event.

A discussion was held regarding the Color Run, Walk and Roll on April 28, 2024. We have finalized two sponsors.

President Casas stated that the brochure was very eye-catching and nice new look.

#### *Superintendent of Finance/Technology*

Superintendent Bersani thanked everyone for their well wishes for the passing of her Grandpa. She and Director LoCascio are doing monthly budget meetings with staff. The last set schedule was sent to auditors.

We received new equipment from Comcast for phones. We renewed our contract, with a lower cost, and some phones needed to be replaced. Superintendent Bersani had a phone meeting with Comcast Project Manager for Fiber Lines.

*WSSRA*

Director LoCascio shared new formula with the Board.

**Unfinished Business**

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

Motion #5 by Commissioner White, second by Commissioner Vonesh to approve Payout #3 to WB Olson, Inc., in the amount of \$3,020; leaving a balance to finish project, plus retainage of \$684,527.

Roll Call Vote: Commissioners Zinga, yes; O'Connell, yes; Casas, yes; White, yes; Vonesh, yes. Motion Carried.

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

Early Bird Registration ends first week of December.

**New Business:**

*Truth-in-Taxation Resolution #23-24-5/R*

Motion #6 by Commissioner Zinga, second by Commissioner White to adopt Resolution #23-24-5/R, a Resolution Determining the Amounts of Money Exclusive of Levies for Debt Service and Election Costs Estimated to be Necessary to be Raised by Taxation Pursuant to the Proposed Levy of the Park District of Franklin Park for the Levy Year 2023.

Superintendent Bersani explained the Tax Levy. A discussion was held.

Roll Call Vote: Commissioners O'Connell, yes; Casas, yes; White, yes; Vonesh, yes; Zinga, yes. Motion Carried.

*Pool Pump*

A discussion was held regarding the purchase of a Pool Pump.

Motion #7 by Commissioner White, second by Commissioner Vonesh to approve the purchase of the Main Pool Pump from Illinois Pump at a cost not to exceed \$27,986, as presented by the Superintendent of Parks.

Roll Call Vote: Commissioners Casas, yes; White, yes; Vonesh, yes; Zinga, yes; O'Connell, yes. Motion Carried.

*Ordinance #23-34-3/O*

Motion #8 by Commissioner Zinga, second by Commissioner White to adopt Ordinance #23-34-3/O, An Ordinance Authorizing and Directing the Sale of Certain Used Property.

Roll Call Vote: Commissioners White, yes; Vonesh, yes; Zinga, yes; O'Connell, yes; Casas, yes. Motion Carried.

**Required Signatures**

Manager Laskowski received required signatures.



**Closed Session to discuss Pending Litigation 2(c)11 and Personnel 2(c)1.**

Motion #9 by Commissioner White, second by Commissioner O'Connell to enter into Closed Session to discuss Pending Litigation 2(c)11 and Personnel 2(c)1.

Roll Call Vote: Commissioners Vonesh, yes; Zinga, yes; O'Connell, yes; Casas, yes; White, yes. Motion Carried.

**Rise Out of Closed Session**

Motion #10 by Commissioner White, second by Commissioner Zinga to rise out of Closed Session at 8:48 p.m.

Roll Call Vote: Commissioners Zinga, yes; O'Connell, yes; Casas, yes; White, yes; Vonesh, yes. Motion Carried.

**Adjourn at 8:49 p.m.**

Motion #11 by Commissioner O'Connell, second by Commissioner Zinga to adjourn at 8:49 p.m.

Roll Call Vote: Commissioners O'Connell, yes; Casas, yes; White, yes; Vonesh, yes; Zinga, yes. Motion Carried.

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Susan E. O'Connell, Secretary