

Agenda of the Regular Meeting
of the Board of Commissioners of the
FOREST VIEW PARK DISTRICT

February 10, 2025

7:00 P.M.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Previous Minutes – January 2025

Action Requested: Motion to approve.

5. Reports of Expenditures January 01 – January 31, 2025

Bills Payable	\$2,368.11
Payroll 6 P/T Employees	\$5,313.73
Employment Taxes	<u>\$2,237.23</u>
Total Expenditures:	\$9,919.07

Action Requested: Motion to approve.

6. Treasurer's Report for January 2025

Cook County:	\$0.00
PPRT:	\$12,269.50
Recreation Revenue	<u>\$110.00</u>
Total Revenue	\$12,379.50

Action Requested: None, informational only.

- 1) All emails inquiries and texts received were answered in a timely manner
- 2) All requests from Commissioners and department heads were researched as requested and responses were sent via email
- 3) All bank accounts (4) were received and reconciled for January 2025
- 4) All monthly payroll taxes were reviewed and paid according to the due dates
- 5) The quarterly tax reports were prepared reviewed and filed on time

- 6) The annual employment tax reports were prepared reviewed and filed on time
- 7) The W2 forms were prepared reviewed and distributed and or email to employees before the deadline of 1/31/2025
- 8) The W2 forms were filed electronically with the state of Illinois before the deadline of 1/31/2025
- 9) The 1099 miscellaneous forms were mailed out to vendors before the deadline of 1/31/2025 the 1099 miscellaneous form a was mailed into the Internal revenue Service before the deadline of one1/31/2025
- 10)The 1099 NEC forms were mailed out to vendors before the deadline of one 1/31/2025
- 11)The 1099 NEC form a was mailed the internal revenue service before the deadline of 1/31/2025

7. Departmental Correspondence:

For Your Information Only: President's Notes & Updates

Agenda Item # 1 - Lighting Updates

Agenda Item # 2 - Closed Session, Roll call vote to hold closed session for board consideration of the wage and compensation ordinance, employee timesheets, as authorized by Illinois statutes section 820 ILCS 115/2.

Reconvene to Open Session to complete any Motions/Vote.

Agenda Item # 3 - Vote on Wage & Compensation Ordinance as amended / if amended.

8. Reports from Department Heads

a. Maintenance Director Ort

- i. Park decorations taken down and stored , torn and trashed blowups thrown out.
- ii. Plowing and debris cleanup "branches n goose n deer poo" on going.
- iii. Shelving in the shop lowered to eye level.
- iv. New tool rack system for lawnsaping tools finishing up.
- v. Rec deadbolt addressed an fixed by AA Phils 24hr lock and key Brookfield.
- vi. Would like info and directions on use of surveillance cameras from the board or someone with knowledge of system printed out.
- vii. Spade drill bit set purchased and extra salt.

- b. Secretary Kirchgatterer
 - i. All emails inquiries and texts received were answered in a timely manner
 - ii. Watch for SEI email in your FVPD.org email. Fill out in a timely fashion.
 - iii. The affidavit for our availability of Audit publication was received and filed.
 - iv. Illinois Parks Association risk Services governmental property agreement coverage declaration paperwork updated and available for review. This Is The District's risk Services coverage which spans from December of 24' to December of 25'.
 - v. Spring Board Member Boot Camp Dates available, please select your date - I will register the group.
 - 1. 5/20 Deerfield 6:00 PM
 - 2. 5/21 Oak Brook 6:00 PM
 - 3. 5/28 Westmont 6:00 PM
 - 4. 5/29 Plainfield 6:00 PM
 - 5. 6/10 - *Online Bootcamp*
 - vi. Continuing education for Board Members available online through District membership in the Illinois Association of Park Districts site Knowledge Center

- c. Recreation Director, Dawn Walczak
 - i. I have been a bit slowed up for last few weeks, but still working on computer work. Events are updated. Had to postpone Trivia Night but it will be rescheduled.
 - ii. Nothing much to report, working with Chief Zarate and Lions Club, had to postpone meeting, rescheduled for this week. Will give update through email.
 - iii. -Interested in adding a Rock garden somewhere in the park, where we can have people paint fun and inspiration rocks to add. I would like to possibly add around library. Maybe in a circle surrounded by bricks. Just wanted to make sure everyone is on board with this. Very cute addition to many parks.
 - iv. Ordered Bingo cards and some games for new ideas for events
 - v. As always, open to any suggestions you would like to see.

9. Reports from Commissioners

10. Questions, Comments, and Announcements:
11. Motion to Adjourn
12. Roll Call:
13. Adjournment: