

MINUTES 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: 7:00 PM

2. Roll Call:

President J. Nitka

Commissioners D. Marcolini, J. DeVito, P. Nitka

Sec. B. Kirchgatterer, Treasurer J. Conklin, Maint. D. Ort, Rec.

D. Walczak

3. Pledge of Allegiance

4. Approval of Previous Minutes – January 2025

Motion to approve January 2025 Minutes

Motion: Commissioner DeVito

Second: Commissioner Marcolini

All in Favor: Y

Motion Carries

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

Motion to approve payables

Motion: Commissioner P. Nitka

Second: Commissioner DeVito

All In Favor: Y

Motion Carries

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

1. President Nitka addresses continuing interest in upgrading playground equipment.

Agenda Item # 1 - Lighting Updates

1. President Nitka notes ongoing discussion with the Village regarding ownership of lighting at South End of Park. The village will look into the lighting with their engineer and/or electricians in the spring.

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 lawnscapeing 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 boardSpade 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 update.
- 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, date selected.
 - 1. 5/21 Oak Park 6:00 PM & 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
- vii. Commissioners request the Secretary to send any Grant Info appropriate to the District to them as it comes through.

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
 - i. As always, open to any suggestions you would like to see.
 - ii. Save the date: Lions Club Walk April 12th, 2025

9. Reports from Commissioners

- a. None

10. Questions, Comments from Audience:

- a. Resident requested information regarding minimum and maximum purchasing amounts requiring multiple bids. Resident notes desire for information to be transparent.
- b. Residents Express support for Community Rock Garden.
- c. Resident inquiries on possibility of a District Website.

11. Roll Call Vote to move to Closed Session

Motion: Commissioner DeVito
Second: Commissioner Marcolini
All in Favor: Y
Motion Carries

12. Agenda Item # 2 - Closed Session

Board consideration of the wage and compensation ordinance, employee timesheets, as authorized by Illinois statutes section 820 ILCS 115/2.

Board members discussed wage & compensation per Department and reviewed a decade of compensation ordinance.

No Action taken, Vote at March 2025 Meeting

13. Motion to Adjourn:

Motion: Commissioner P. Nitka
Second: Commissioner DeVito
All in Favor - Y

14. Adjournment: 8:07 PM

Secretary

President

Date