

APPROVED

The monthly meeting of the Ridgeville Park District Board of Commissioners took place on Thursday, June 8, 2023 at 7:00 pm at the Ridgeville Park Community House (908 Seward St, Evanston, Illinois). Meeting agendas and digital packets were made available at www.ridgeville.org/governance prior to the meeting.

Commissioners Present: Diana Anton, Amanda DePalma, Shawn Jones, Matthew Mitchell (President), Michael (Mick) Morel (Vice President)

Commissioners Absent: none

Also Present: Gerald Gibbs (Treasurer), Julie Larson (Minute Taker), Marlon Rodas (Director of Parks and Recreation), Charles Valente (Attorney)

Citizens: Jacy Herman (REDI Committee), Aisha Bell Robinson (Equity Consultant)

President Matthew Mitchell called the meeting to order at 7:02 pm.

Roll Call

Diana Anton: present

Amanda DePalma: present

Shawn Jones: present

Matthew Mitchell: present

Mick Morel: present

Citizen Comment Part 1:

There are no comments at this time.

Approval of Minutes:

Motion #1: Shawn Jones moved to approve the minutes from the May 11, 2023 Board meeting. Amanda DePalma seconded the motion. All were in favor. The motion passed unanimously.

Approval of Bills:

Jung Hower prepared and shared with Commissioners prior to the meeting: "Ridgeville Park District- General Account Bills Summary June 8, 2023" and "Ridgeville Park District- General Account Bills Detailed Report June 8, 2023." Marlon Rodas noted, among other items: *Manny's Landscaping* for landscaping needs, *Russo* for new equipment, Reba Park water fountain, and woodchips.

Motion #2: Matthew Mitchell moved to approve payment of June 2023 bills in the amount of \$47,198.25. Shawn Jones seconded the motion. All were in favor. The motion passed unanimously.

Motion #3: Matthew Mitchell moved to suspend the rules to move up Citizen Comment Part 2 to occur next on the agenda. Amanda DePalma seconded the motion. All were in favor. The motion passed unanimously.

Citizen Comment Part 2:

Sandra Madison introduced herself and shared that she has taught gardening for RPD's Garden2Table program. She shared that the amount of cottonwood fluff, which is highly flammable, is very extreme at Elks Parks and it is covering the garden plots as well as the children's playground at this time. A passerby at Elks reported to her that small fires were observed in the playground area on Sunday. Asthma sufferers also express concern. In the least, hosing, mowing and cleanup need to happen at Elks. As a more extreme solution, cutting down the cottonwood tree should be considered as an option.

Approval of Petty Cash Expenditures:

Jung Hower prepared and shared with Commissioners prior to the meeting: "Ridgeville Park District Petty Cash Summary June 8, 2023" and "Ridgeville Park District Petty Cash Details June 8, 2023." Marlon Rodas noted, among other items: *ADOBE Systems* for designs, notarizations, iPad to work on the go, *GoDaddy* increased a bit in order to provide email addresses for maintenance workers, *IAPD* for boot camps for new commissioners, *Sam's Club* and *Target* for summer camps, and *KFC* for going away lunch for Brian Rosinski. Shawn Jones suggested moving away from Amazon in favor of buying local. Mick Morel noted that Home Depot regularly offers rebates.

Motion #4: Matthew Mitchell moved to approve payment of June 2023 petty cash expenditures in the amount of \$8,924.79. Amanda DePalma seconded the motion. All were in favor. The motion passed unanimously.

Monthly Report offered by Marlon Rodas, Executive Director of Parks and Recreation:

Two trees fell this month and were taken care of by Sunrise Tree Care at Kamen and Elks, noting safety issues. Camps started on Wednesday this week. Rodas has been meeting with Gerry Gibbs to work on the budget, which will be discussed later in the meeting. We received a call about the new F150 truck that was ordered by Brian Rosinski and Rodas met with the dealership today. The dealership had ordered a second truck which is \$1k more with additional features. The truck Rosinski ordered will not be available for some time. There was board agreement to take the truck that is currently available instead of waiting for the previously ordered truck.

Monthly Report offered by Natalie Sallee, Program Director:

Natalie Sallee was not present to offer a report; her written report was included in the Board Packet.

Monthly Report offered by Gerry Gibbs, Treasurer:

Gerry Gibbs noted there is a delay in receiving a request to do the levy report; he supposes it is because there is a delay in getting the tax bills out. We are still in a "spend" mindset until the

end of this fiscal year, June 30. We are about \$60k short of receiving our full tax revenue. Gibbs also discussed the following documents:

1. "Ridgeville Park District (RPD) Treasurer's Board Meeting Report (prepared by Gerry Gibbs) June, 2023,"
2. "RIDGEVILLE PARK DISTRICT - APPROPRIATIONS LEDGER as of 5/31/2023 for Fiscal Year Ending June 30, 2023,"
3. "RIDGEVILLE PARK DISTRICT - APPROPRIATIONS LEDGER BY GROUPINGS as of 5/31/2023 for Fiscal Year Ending June 30, 2023,"
4. "RIDGEVILLE PARK DISTRICT General Ledger – Trial Balance as of 5/31/2023 for Fiscal Year Ending June 30, 2023,"
5. "RIDGEVILLE PARK DISTRICT Balance Sheet as of 5/31/2023 for Fiscal Year Ending June 30, 2023,"
6. "RIDGEVILLE PARK DISTRICT Statement of Revenue and Appropriation Disbursements / Expenditures as of 5/31/2023 for Fiscal Year Ending June 30, 2023,"
7. "RPD Cash Account Reconciliation: Outstanding / Unresolved Items from 07/01/2022 to 5/31/2023," and
8. "RPD Treasury Fund: Reconcilement of Fund Balances to Cash and Investment Accounts Balances as of 5/31/2023 for Fiscal Year Ending June 30, 2023."

Monthly Report offered by the Racial Equity, Diversity & Inclusion (REDI) Committee:

- **(FOR ACTION) Recommendations on Edits to the Ordinances.**

Jacy Herman shared the following recommendations from the REDI Committee. Language about "begging" and "panhandling" was removed. In addition, "disorderly conduct" and "misdemeanor" language was removed, noting that RPD's standards of conduct should be in line with our equity statement. There was discussion that since such offenses are against the law in the City of Evanston anyhow, it is not necessary to have the language in the ordinance. RPD does not have any separate law enforcement apart from the City of Evanston, so the redundant language is not necessary. These were flagged by Dr. Efiom; other parts of the ordinance have not yet been combed through. Mitchell thanked Herman and the committee for all the work done and appreciated the changes suggested. The board was happy to accept the report and is in support of the content. The changes will be incorporated into the new digitized ordinance when it is completed.

- **(FOR ACTION) Recommendation for Basketball Statement and Signage**

The committee recommends putting a statement in local papers and social media in addition to clear signage on the courts. Actions to support the changes in signage will also be important. (e.g. Programming ideas for art fairs and surveys can be worked on with Natalie Salle and Marlon Rodas.) Rodas suggested doing an audit of all of RPD signs to ensure the language and messaging is consistent. Herman and Matthew Mitchell offered a history of basketball courts, neighbor complaints, and compromises around removing the rims at 9 pm during summer months. (Parks close at 11 pm and basketball rims come off at 9 pm, out of consideration for neighbors.) More communication and clear signage should help some of the misunderstandings about policy changes around the courts. Clear basketball signage rules could be posted at courts as a "test" to see how the community responds. It was suggested to offer some explanations on the website as well. A statement about RPD's commitment to equity can be

posted at all parks. QR codes could be utilized. Positive language of “you are welcome to play basketball until 9 pm” instead of “no basketball after 9 pm” can be considered, to be welcoming.

- **Equity Charter**

Herman reminded the board that having a board member on the REDI committee is required by the REDI Committee’s Equity Charter and would be very beneficial for working together going forward. She noted some degree of breakdown between the board and the REDI Committee at this time, since the committee was told they would be a part of the ED hiring process when they were not.

- **(FOR ACTION) Recommendation for Aisha to Conduct Training on Equity Lens**

The Equity Lens was written and passed with Dr. Efiom but she did not get a chance to train the REDI committee on effectively using the Equity Lens. The committee would like to have Aisha Robinson conduct a training on using the Equity Lens.

- **(FOR ACTION) Recommendation for Sponsorships for Next Year**

Herman offered a reminder to allot money for both Juneteenth and Pride parades for next year when fleshing out the budget. She also noted a District 65 event which highlights Dr. King’s work in Evanston. The 4th of July games could be more accommodating to folks with varying abilities. Matthew Mitchell noted that he’d like to be thoughtful about genders for the races this year, making room for kids who do not resonate with “boy” and “girl” categories. The City of Evanston provides the supplies for the games.

- **(FOR ACTION) Recommendation on 1 hour Equity Training for Youth in the Parks (outstanding) and Possibly New Board Members**

There was discussion about the Open Meetings Act for the REDI Committee and requirements to meet in person. Alternatives could be to make the committee a “club.”

Old Business:

There was no Old Business to discuss at this time.

New Business:

- **Discuss Local Government Efficiency Act (Rodas)**

Marlon Rodas shared that the Efficiency Committee met for its first meeting today. They will look into collaborating with school districts and possibly purchasing the City of Evanston road salt. The committee will meet again in October. Gerry Gibbs and Michael Miro will be citizen committee members.

- **Financial Overview for New Commissioners Part II (Gibbs)**

Gibbs discussed the document entitled “Board Intro Part 2 of 3: Discussion of Funds, Fund Accounting, and Financial Reports.” He highlighted a diagram that shows how all the financial reports interact with one another. He outlined the General Fund, Recreation Fund, Capital Projects Fund, and some smaller funds. The Working Cash Fund is untouchable money to give us liquidity, essentially “reserve funds.” He also outlined each of the financial reports and what each one highlights.

- **Present Tentative Budget 2023-2024 (Rodas)**

Marlon Rodas and Gerry Gibbs summarized features of the Tentative Budget. In the coming months, all the details of hoped-for expense items and projects should make their way into the budgeting conversation. Rodas is collecting information from the RPD staff to ensure that all of

their needs and hopes are noted in the document. Brian Rosinski put the document together before he left. Any insights and ideas should be brought to Rodas in the coming two months.

- **Discuss Beer and Wine Sales at Summer Concerts (Mitchell)**

Matthew Mitchell noted there is one vendor who is interested in selling alcohol at summer concert events. There was discussion about alcohol sales with a liquor license, special event liquor license, and a permit. The vendor would absorb all of the liability. In the park district code, sales need to occur out of a "building." RPD would get a permit to allow public alcohol within the bounds of the park. There was general agreement to try it out at a few concerts and see how it goes. The board looked at the ordinance sections 6.0.2a and 6.0.2b, and discussed authorizing the ED to issue a permit for sales for one-time events at concerts.

Motion #5: Matthew Mitchell moved to authorize the Executive Director to issue a permit for vendors to sell beer and wine at the Wednesday night concerts on a trial basis with legal signoff and oversight. Amanda DePalma seconded the motion. Shawn Jones abstained due to potential conflicts. The motion passed with a 3-0-1 abstention vote.

- **(FOR ACTION) Discuss Implementing Consent Agenda at Board Meetings as of July 2023 (Rodas)**

Marlon Rodas noted that in an effort to increase efficiency in local government, RPD can put petty cash and bills into a consent agenda (and one motion) to save time. Any commissioner can take anything off of the consent agenda to discuss. Shawn Jones opposed the idea since he felt consent agendas are not as transparent as traditional agendas and has observed some difficulty with consent agendas at the City of Evanston meetings. He would be glad to revisit the idea in 6 months. Likewise, in favor of transparency, Mitchell felt it may be unnecessary for the newer board and is also against the idea at this time. There was discussion that petty cash and bills have not slowed meetings down in the past. Mitchell appreciated the idea for efficiency and would be open to revisiting in the future.

Call of the Commissioners:

- Anton: passed
- DePalma: passed
- Jones: passed
- Mitchell: passed
- Morel: absent

Adjournment:

Motion #6: Matthew Mitchell moved to adjourn the meeting. Shawn Jones seconded the motion. All were in favor. The meeting was adjourned at 8:51 pm.

Respectfully submitted,
Julie Larson, Minute Taker