

FREEDOM PARK

Freedom Park Committee Meeting Minutes
Tuesday, June 16, 2020 at Lowell Town Hall
Start Time: 9:00am

CALL TO ORDER FOLLOWED BY PLEDGE OF ALLEGIANCE

ROLL CALL: Heidi Laub, Alice Dahl, Mark Myers and Mindi Arnold-Buchler. Other attendees: Kevin Gray and Craig Hendrix. John Alessia was not present. Lowell resident, Dan Kozlowski was in attendance.

APPROVAL OF MINUTES: Mark Myers made a motion to accept the February 2020 meeting minutes. Alice Dahl seconded that motion. Motion carried.

REVIEW OF FREEDOM PARK CLAIMS: Alice Dahl made a motion to accept the claims. Mark Myers seconded that motion. Alice Dahl made a motion to appropriate \$3,500 of the West Creek budget installment to part-time employees and \$1,500 to repairs and maintenance. The motion included utilizing available park gift funds to complete these projects. Mark Myers seconded that motion. Motion carried.

REPORTS:

Director of Parks, Mindi Arnold-Buchler updated the board that the park is now open. Playgrounds are now available for use and there are still no restrooms available at this time. She advised the board to make a decision about offering restrooms now. The board discussed and then advised Mindi to bring one handicap portable restroom onsite instead of opening the restroom building at this time.

Chicago Fire Soccer Camp decided to cancel their August camp due to social restrictions that were too hard for the club to follow at this time.

Lowell Youth Soccer Club will be renting the park at the end of July for their soccer camp. She stated she had reviewed the new price points with the club director and requested a certificate of insurance for use of the park.

Freedom Park does not have any shelter reservations at this time.

MAINTENANCE REPORT

Kevin continued with his reports on maintenance at Freedom Park. He has discovered an oyster shell scale insect on several maples. He suggests a dormant oil spray that would need to be done in the spring and the fall. Kevin was asked to receive a quote on this and to report back to board. Craig Hendrix stated that we need to continue to replace trees when we remove trees. The board agreed with Craigs theory on replacement.



Board Members

Heidi Laub
Chairman
West Creek
Township

Mark Myers
Vice-Chairman
Town of Lowell

John Alessia
Secretary
Lowell Town Council

Alice Dahl
Cedar Creek
Township

Mindi Arnold-Buchler
Director of Parks

**OLD BUSINESS:
FREEDOM PARK SHELTER & GAZEBO RENTAL FEES**

Alice Dahl made a motion to accept the following fees and charges for rentals and Freedom Park. Mark Myers seconded that motion. Motion carried.

Current Rate: \$60 res/ \$70 non-res/ \$25 non-profit

New Shelter Rate: \$75 res/ \$100 non-res

- These rates would be charged for private party use of the shelter. Ex: Reunions, Graduation & Birthday Parties
- The Gazebo will be rented under Special Event fees
- Non-Profit fees will be omitted
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SPECIAL EVENT PERMIT-FREEDOM PARK

Heidi Laub asked for a motion for Freedom Park to adopt the Town of Lowell's Special Event Permit for Freedom Park use with the fees to conduct background checks to go back to the towns budget. Mark Myers made this motion. Alice Dahl seconded this motion. Motion carried.

Current Fee: \$150/day res & non-res

New Fee Structure: **Fewer than 75 people-** \$90 res/ \$180 non-res

75-150 people-\$180 res/ \$360 non-res

Over 150 people-\$270/\$540 non-res

Lowell Organizations & Non-Profit Groups- \$5 per participant or above fee structure. Whichever benefits the group the best.

Private Businesses and Non-Profit Groups & Organizations outside of Lowell-30% per participant fee. EX: Cedar Lake Boys and Girls Club, Private Party Planner hosting an event in the park

- Freedom Park will adopt their own Special Event Permit and omit the use of the Town of Lowell's Special Event Permit. The Town of Lowell's Special Event Permit will be modified for Freedom Parks use and submitted to the Town of Lowell's attorney for review.
- Freedom Park will agree to give the Town of Lowell \$25 of each permit fee collected to help offset the costs the Town of Lowell incurs when processing the permits for them.
- Freedom Park Committee will continue to waive the fees for Lowell Fire Department's annual fundraiser and Barktoberfest.

- All other agencies wishing to reduce fees will be asked to present their request at a Freedom Park Committee meeting.

Food Vendor at Freedom Park

Alice Dahl made a motion to adopt the proposed vendor contract and send it off to the town's attorney for review. Mark Myers seconded that motion. Motion carried.

- Freedom Park would like to contract up to 3 food vendors to help draw revenue from the soccer program. They would like to ask that (10%) of their monthly gross revenue collected at Freedom Park go into the non-reverting account of Freedom Park Improvements.

NEW BUSINESS:

GAZEBO

Buchler shared 2 of the 3 quotes that came in for maintenance plan for the gazebo landscape and volleyball courts. The board discussed several options of maintenance of the gazebo. One option included going into a rock bed instead of mulch for a maintenance free approach.

After much discussion, the board decided to look in to a few other options before moving forward on this project. It was discussed that with another part-time employee, these types of projects would become in house projects and not hired out.

Heidi would like to see the addition of funds to the part-time maintenance line item used for trimming and special projects. The board asked Kevin to go ahead and begin the hire process for an additional part-time seasonal employee.

Discussion of quotes on the volleyball courts began. The board would like to purchase sand and have the courts sprayed and maintained this season, budget permitting. Kevin will begin seeking a few different options and find a more cost-effective solution to address this project.

Mindi reported the board could utilize a few park gifts funds to assist in funding this project. Park improvements, events and brick line items are available to use

FUTURE MEETING START TIME

The board discussed the possibilities of different meeting days and times and the option of going into quarterly meetings. Heidi Laub stated the board will change the regular meetings from 9am on the third Tuesday of every month to 5pm with the option to move into quarterly meetings in the future. The next meeting of the Freedom Park board will be Tuesday, July 21st at 5pm at Lowell Town Hall.

ANNOUNCEMENTS AND CORRESPONDENCE: No announcements and correspondence.

PUBLIC COMMENT: Dan Kozlowski former park board member addressed the board. Dan wanted to discuss if the board established a Friends of the Park program since his term. Mindi reported there has not been much interest in this from the public on forming this group. She also stated she would be willing to work with a group if they were willing to form one. Dan would like to see more volunteers helping in the park system and establish a spring season clean up to assist staff in opening of the parks. Heidi suggested that Dan could assist in helping form a Friends of the Parks. Dan offered to volunteer his own time to assist in beautification projects at the parks. Dan suggested the board consider a more decorative type of rock around the gazebo when considering a river rock maintenance free option.

Dan asked the board if a new interlocal agreement between the Town of Lowell and Freedom Park board has been adopted since his departure. The board explained they are still operating on the original interlocal agreement and have been working with the Town of Lowell on new operating procedures.

The board thanked Dan for attending the meeting today.

ADJOURNMENT: Alice Dahl motioned to adjourn at 10:06am. Mark Myers seconded that motion. Motion carried.