

Properties and Recreation Committee Meeting Minutes

Monday, September 29, 2025, 5:15PM

Village Board Room

740 Hillgrove Western Springs, IL 60558

Call to Order: 5:15 pm

Chair-Trustee Phil Nawrocki Presiding

Committee Members Present: Trustee Nicole Chen

Heidi Rudolph, Village President

Staff Present

Matthew Supert, Director of Municipal Services

Diana Puga, Municipal Services Coordinator

Roll Call

As noted above.

Approval of Minutes:

Chair Phil Nawrocki motioned to approve the 8/12/2025 Properties and Recreation meeting minutes, second by Trustee Chen. Motion passed unanimously on a voice vote.

Public Comment: None

New Business:

- 1. Public Works/Recreation Fence No Cost Change Order Extending Contract** Diana Puga reported the contractor informed the Village they anticipate the fencing material to be fabricated by the beginning of October. Staff recommended allowing the replacement of the fence extension to November 7, 2025, within the budget year. Chair Phil Nawrocki motioned to approve the no cost change order No 1 for the PW/Recreation Fence Project and extend the contract until November 7, 2025, seconded by Trustee Chen. Motion passed unanimously on a voice vote.
- 2. Surplus Declaration Memo** Staff recommended the following items for surplus. Sixty-two books of variety, nine MSA Firehawk SCBA masks (fire equipment), harnesses, bottles (fire equipment) These fire items have exceeded their service life. Masks will be donated to Prairie State College Fire Science Program and books sold to Half Price Books for credit. Chair Phil Nawrocki motioned to approve and second by Trustee Chen motion passed unanimously on a voice vote
- 3. Recreation Department 2026 Preliminary Budget Introduction** A preliminary budget for the Recreation Department is under review by the budget team and is expected to be available in November. Discussion continued.
- 4. Municipal Services Department 2026 Preliminary Budget Introduction** Director Supert reported the operational and capital planning budgets for 2026 are currently being developed by staff.

Other Business:

Schedule for the Next Committee Meeting

The next Properties & Recreation Committee meeting will be held on Monday, November 3, 2025,

Adjourn

Chair Phil Nawrocki motioned to adjourn the meeting, seconded by Trustee Nicole Chen. Motion passed unanimously on a voice vote.

Meeting adjourned at 6:50 PM

Respectfully Submitted:

Jenny Pesek