

BOARD MINUTES
September 14, 2020

The regular monthly Board Meeting of the Board of Commissioners was called to order at 7:00pm on September 14, 2020, at the Krueger Park Recreation Center, 9100 S. 88th Avenue, Hickory Hills, Illinois.

The following commissioners were present: Jerantowski, Kosnick, Morgan, Peterson, Zalas.

Also present were Jennifer Fullerton, Executive, Jim Murphy, Maintenance Manager, Angel Sanchez, Recreation Manager and Tammy Muth, Business Manager.

APPROVAL OF MINUTES

Commissioner Kosnick moved, seconded by Commissioner Jerantowski, to approve minutes of August 10, 2020. Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas. Motion approved.

SECRETARY'S REPORT

Commissioners received the PDRMA July/August Health in Action newsletter.

PUBLIC COMMENT

No public was present either in person, electronically, or by phone.

MAINTENANCE REPORT

The turf and trees are showing stress due to the hot temperatures and minimal rainfall. We have begun to water young trees throughout the parks and trim trees/shrubs and mulch trees where needed. The vegetation around Martin Park's pond was trimmed and the waterfall was pressure washed. We will spray for broad leaf weeds. The maintenance department spent many hours preparing Krueger Park for the fall programs. Two bucket swings were replaced on Kasey Meadow's 2-5 playground. The window for the tube slide was replaced on Kasey Meadows 5-12 playground that they kicked out. All the playground fall surfaces were rototilled under the swings to fill in the low spots throughout the district's playgrounds. Safety signs have been installed in the skate park, soccer court, basketball court and tennis courts. Maintenance hours will change from 6:30 am – 3:00 pm to 7:30 am – 4 pm after the Labor Day Holiday.

The initial prices were high for the Cynthia Neal Center landscaping. If we landscape all around the building, it would be \$16,900. We would like to eliminate the east side, where the sled hill is, and that came in at \$13,500. It would look nice to have the landscaping on the east side, however, we have concerns about sledders. If you put up snow fencing, they will just rip it down. When you walk on the east side, to clean up garbage after sledding, we try to stay next to the building when it is icy. It would be best to just seed that area and eliminate plants or bushes. WB Olson put \$10,000 in the budget for landscaping and the lowest cost is \$13,500. Director Fullerton said we received one bid at \$50,000 the day after the bid opening, so we couldn't use it anyway. It may be that they included the rain garden. We just received a quote with the rain garden, and it was \$21,000, so that bidder was very high. We could wait until next year with no landscaping, but the prices could go up. The landscaping approval will be on the October board agenda, but some work may begin before then, such as ordering plants. Commissioner Kosnick asked who submitted the bid. It was rejected because they did not submit the bid on time but she doesn't have the name since it is not on the bid sheet and WB Olson has all the bids.

RECREATION REPORT

On Thursday, July 30th, we had 6 participants for Spades Night and the net was \$13. On Friday, July 31st, we had 7 participants registered for Bunco Blast. Similar to our Spades Night, both of these programs ran with the minimum number for the program to run. We had a net of \$20.53 for this event. On Friday August 14th, we had 15 participants enrolled in Progressive Rummy and had a net of \$35.41. On Tuesday, August 18th, we had 32 participants registered for Bingo Night and a net of \$94.80. It was the first time we had all gift cards as prizes. Participants were given ample space to sit at a table and enjoy bingo. On Thursday, August 20th, we had Texas Hold'Em with 7 participants enrolled and had a net of \$19.02.

There has been a lot of interest for field and facility rentals. On Saturday, August 29th, there was a softball rental at Martin Park. We had an interleague tournament with 10 teams playing games at both the east and west field at Martin Park. Teams followed the guidelines of keeping 6 feet of social distance when not on the field. The rental took place from 10:00 am – 4:00pm. We are also in the process of working with an organization that is looking to bring their women's 7 on 7 Flag Football league to Krueger Park. They would like to rent out our soccer field at Krueger Park for two hours each Sunday morning beginning in September and going into the month of October and would be a 10:00am or 11:00am game. It would be six to eight weeks and is outdoor. Commissioner Kosnick asked if it is a set price or per hour. Mr. Sanchez said it is per field, per hour. Director Fullerton said it is \$30 for residents and \$40 for non-residents per hour, per field. Bill Finn, who is the Athletic Director at Moraine Valley Community College, runs a youth basketball organization and is looking to rent out our gym for some practice times for his teams who vary from 2nd - 8th grade participants. Currently Moraine Valley is not allowing him to rent out their facility for his teams. He is looking for two days during the week between 2 -3 hours of rental time for the gym. He would like to begin the week of October 12th and end in late February. Ideally, we would offer times that "Open Gym" had been scheduled in the fall but due to the current guidelines we are not able to offer. Our recommendation is to allow the rental from now until December. We will begin working on the Winter/Spring brochure later this month and can determine if there is space available for a gym rental during the months of January and February. It would not affect any of our programs. Director Fullerton said the gym rental is \$75 per hour for residents and \$80 for non-residents. One day rentals are fine, but this is long term so I called our attorney. You have to be able to accommodate your residents and don't want to rent out everything all the time, even if it is at the fields. Our taxpayers need time to recreate as well. In the past, someone requested to use our fields everyday for a month so the rental agreement guidelines for fields is 20 out of 30 days for a rental and only two hours per day. The attorney said it is up to us to pick how many weeks, for example, four weeks or six weeks. We added, in our office use only document, if there are more than 6 weeks for a booking, approval is needed from the director. Will the board also need to approve rentals of more than 6 weeks? After discussion, the commissioners said they don't need to know about rentals, more than 6 weeks. Director Fullerton will be cautious of rentals of more than 6 weeks and will not wait, but Angel will put it in the recreation report. Mr. Sanchez said it would be mid-October to mid-December for this rental, so it is 10 or 11 weeks. Commissioners and Director Fullerton agreed to approve this rental for October to December. Anytime after December will be decided once the layout of the Winter/Spring brochure is done.

We began our Morning School and After School Program on Tuesday, August 25th. We had 13 participants enrolled in the Morning School Program for the month of August. We had an average of 9 participants daily for the After School program for the month of August. Our After School program is considerably lower than usual.

There have been some positive cases of COVID-19 in several schools from in-person learning in District 117. Commissioner Peterson asked if there is a person who enters the building and has a high temperature, what do you do? Mr. Sanchez said we would call the parents and have them picked up since they can't come in the building. One of the employees would take them outside or in the winter to a room with no one else in it. If it is an adult, we ask them to go to their car and cool off and try to re-enter. We have had a couple of situations like this with adults and their temperature dropped so they could enter the building. Commissioner Zalas asked which room would be the isolation room. Director Fullerton said any room can be used as an isolation room as long as there are no people in it. It could even be a storage room.

On Friday, August 28th, we had our annual Fishing Derby at Martin Park. Our Fishing Derby was postponed in May and we were able to reschedule the event on August 28th. We had 33 participants sign up to participate in the derby with about 20 fish being caught this day. The longest fish was measured at 23 ½ inches. The event was sponsored by the Sertoma Club of Hickory Hills. We also had a few volunteers who helped during the event. Sertoma of Hickory Hills was not sure if they will be able to sponsor the event in the future due to shortage of funds because of the Coronavirus. As of August 1st, Four Winds Casino in New Buffalo, Michigan, is operating with limited guidelines for group trips. Four Winds will only allow buses to their casino at fifty percent capacity. This means that we are only allowed to bring 24-28 participants per bus out of a 48-56 passenger bus. We will still offer a Four Winds Trip in our Fall Brochure in hopes that the guidelines will be lifted, and more participants will be allowed to attend per bus. We are discussing what to do for the Children's Christmas party with the City of Hickory Hills. We can't have the same event as usual because we get a few hundred people. It may be an outside event where they drive by in their car and see Santa, and we give them a gift bag. If it was in the gym, they would have to register, pay a small fee, and not take pictures right next to Santa but in front of him. Should we cancel it for this year? Commissioners would like for us to come up with something. Director Fullerton said we had customers call about putting the Easter Bunny on the park truck and the police said no. We tried to have a drive-up concert for National Night Out and the police chief said no because he was worried people would walk over from the apartments. Commissioner Jerantowski asked if they are having the Halloween event. Director Fullerton said that is the City event called Trunk or Treat and we haven't heard if it is canceled. Mr. Sanchez said the City's run is canceled which is scheduled for the same day. We can have inside events, but they have to be 50 people or less and with masks on, unless eating or working out. Director Fullerton asked Mr. Sanchez to call the City and if it is inside, people have to register for a small fee, for example, \$1 per, and we have to publish how many (like 6 people) in the photo. Mr. Sanchez said all three senior luncheons are filled up in the afternoon and have approximately 10 in the morning. We looked into the Magnum Abductor fitness machine and realized that the machine was not supporting the weight being added by the participant. The fitness preventative maintenance provider did a diagnostic on the machine and informed us that a piece that holds the weight in place was broken. We placed a notice on the fitness machine to let our fitness members know what was going on and we will remove it and recycle it. Director Fullerton asked if the price she was given for the strength piece, that is an inner/outer thigh for \$2,640, is the piece that will replace it. Mr. Sanchez said yes. It is not the exact machine but has similar functions. We are working on getting rid of the old piece. Director Fullerton said she wants to see how you space out the other machine before purchasing another one and we might skip the new piece all together to give us for more room.

ADMINISTRATIVE REPORT

Due to Mrs. Debbie's concerns with working with the children and COVID-19, she has decided to retire. She will be missed by everyone. We found a plaque that we sent to her from the district. Ms. Gianna will be

working Monday to Friday, 8:30 am – 4:15 pm, teaching preschool. Currently the numbers are very low. We are going to watch the numbers month to month and may cancel a class if someone drops. To help with social distancing, we will be looking at buying some plexiglass shields and will have some individual tables set up for the students. We are also limiting the number of toys we have out, so there is less to clean between classes. Preschool current numbers are: 8- Monday, Wednesday, Friday AM and 4 – Tuesday & Thursday AM and 4- Monday, Wednesday, Friday PM and 6 - Tuesday & Thursday PM. We did not offer Mini School this fall. The Kindergarten Kid’s Place currently has no one registered, however, we have received phone calls on this. The kids are doing well with masks on and bring their own snacks and water bottles. The toys are cleaned between each class and we got our fogger in today to clean the toys, tables and chairs. The parents fill out a list of questions which are the same questions as the school district and the parents don’t come in the building.

We will have the following instructors back this year for dance; Ms. Liz, Ms. Gianna, Ms. Megan and Ms. Sarah with the addition of Isabella Bacerott. We have three students with four classes that are signed up for just virtual classes and the rest are slowly filling up. We will be maxed at 12 so we can practice social distance in the classroom. Director Fullerton said she looked this morning and have 302 registrations. Last year we were at 483 registrations. The rest of the programs are approximately 25% of what we normally have registered. There will be six at the round tables (usually 8) and four people (usually 6) at the 6’ tables. For the first luncheon, we will have maintenance there to set up additional tables.

TREASURER’S REPORT

Commissioner Jerantowski moved, seconded by Commissioner Zalas, to approve Claim Ordinance 782. Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas. Motion approved. The Invoice/Memo report was included in the board packet for a further explanation of the check register. Commissioner Morgan made note of the Investment Report of August 31, 2020 and included the July investment statement. Director Fullerton said that the CD that for the OSLAD grant was cashed in on August 18 since we are close to finish with paying for the Kasey Meadow project. There was a \$500,000 transfer to the investment account. Commissioner Peterson moved, seconded by Commissioner Jerantowski, to approve the Operating Statements for April 30, 2020 Final, May 31, 2020, June 30, 2020, July 31, 2020 and August 31, 2020. Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas. Motion approved.

DIRECTOR’S REPORT

Kasey Meadow Park OSLAD Grant Project:

The park is not ready to open yet but is estimated to open September 21 and it will be a last-minute call on Friday for a Monday opening. They are climbing the fence to get in the skate park, so we want to open it ASAP. We need another week to complete the skate park and courts. There is some fertilizing and watering left to do so this payout will have a \$30,000 retainage for anything that needs to be done. The benches at the top of the hill, near the front entrance, will not be installed until the end of September. The end of the project has been rough. First it was the five-year warranty and now there are small issues with All Bry Construction. They scratched the soccer court but will repair it. They claimed our staff scratched the tennis court, however, our staff said they didn’t scratch it. We called US Tennis to get touch up paint and will do it ourselves. The bench delivery was an issue and they wanted the park staff to pick them up from All Bry and deliver them to the site. We do not want to move them twice because of scratching the benches. Mike Rivard will accept the delivery at the CN construction site. All skate park repairs have been made by Spohn Ranch so the only item that was left is to receive a five-year warranty for it. We need to hold enough money, so we get the five-year warranty. There are two warranties; one for the ramps with hairline cracks, which is fine, and the second one for the ramps that Spohn Ranch brought in and does not have acceptable language, so our attorney is assisting with it right now. Upland Design and I had a conference call with our park attorney, made legal language changes and it has been

sent to Spohn Ranch. The recommendation is to continue to hold back money until we get the five-year warranty. The money on hold is \$83,000 so since there is one five year, we could hold half of that amount. The board can approve the entire amount of the payout since there is still \$83,000 on hold. We have been reviewing the specs for watering and who pays the water bills. We may be able to receive a 50% reimbursement from IDNR.

Commissioner Zalas moved, seconded by Commissioner Jerantowski, to approve Payout # 4 for \$60,121.51 to All Bry Construction. Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas. Motion approved.

Commissioner Jerantowski moved, seconded by Commissioner Zalas, to approve \$8,150 to Peerless Fence for the Kasey Meadow fence repair at the courts. Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas. Motion approved. Many gates had to be fixed since they didn't close correctly or were slanted, and bottom rails had to be fixed that were not attached anymore. The fence is 17 years old and was in poor shape before it was fixed. Mr. Murphy said if you were to put a new fence around all courts it would be over \$100,000. The maintenance staff had to spray paint all the bad parts on the fence that were peeling.

Our representative from IDNR may be on-site to do an inspection since we are more than 75% complete. Once the project is complete and all bills are paid, then Sikich will start the audit for the project. The cost is approximately \$2,200 and is a requirement for the grant. Once the audit is complete, then IDNR will send the other half of the grant money.

Cynthia Neal (CN) Center Renovation:

October 1 at 4pm will be the ribbon cutting for opening the CN building (after this meeting it was changed to October 13, 4pm).

Commissioner Jerantowski moved, seconded by Commissioner Morgan, to approve Payout # 6155 for \$638,453 for Payout #6155. Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas. Motion approved.

Another approval is for the phone system purchase. The last phone system the district put in was in 2006 so it is 14 years old. The cost was \$4,400 for both buildings and was from Andromeda Technology Solutions. The budgeted amount for the new phone system is \$10,000, however, the quotes are coming in much higher. The current phone system provider Andromeda sent us a quote in 2017 for \$6,700 and a second quote from Sound Inc. for \$18,000, however, on the Andromeda quote there was a monthly charge that we didn't see. Their quote is now \$19,749.23 for both buildings. It is an on-site phone system box like the system we had from 2006. We would like to purchase the system for both buildings. The CN building will be \$10,000 and the other \$9,749.23 out of the recreation fund for the KP building so the miscellaneous rec line item will be over budget. Ms. Muth will have to check to be sure we can change the voicemail from home since our current system has to be changed on-site. Andromeda has come out for each building, only one time, because the power source/cable was bad. We will also get soft phones so that when we have bad weather and can change them from home. It would be Angel, Jennifer and Tammy will have soft phones and it sounds like it is calling from the building. Director Fullerton said Call One sent a quote for a cloud version which is at your board seat. It is \$811.58 times 12 so it is \$9,732 and includes the Maintenance Facility and Garage so for just CN it is \$7,241, so in three years we have spent more than purchasing the physical box. Ms. Muth said the box has been great, but no one can guarantee that we will need a system upgrade. If it worked like the last two systems, it will be best to have the physical box. They sell us a good product, but we can't guarantee it will last 14 years. Commissioner Zalas asked is there a back up on the box? Ms. Muth said no there is not back up. Director Fullerton asked what do you need the back up for on a phone system. Ms. Muth said with no power, you lose the phone system but if

you have battery backup that would help. Director Fullerton said we have never had both buildings without power, but it could happen. Commissioner Zalas asked if we can check the phone system remotely when it has a box. Ms. Muth said she believes we can but will check before we purchase it. Commissioner Morgan said the box will not go up, but cloud based tend to go up every year. Director Fullerton said the cloud based is a three-year contract so most likely it will go up. Commissioner Kosnick moved, seconded by Commissioner Jerantowski, to approve \$20,000 for the new phone system for the CN and KP buildings. Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas. Motion approved.

Director Fullerton said the power in the building is supposed to be scheduled for next week unless ComEd tells us it is delayed due to the Hurricanes.

The change order that was discussed at the last board meeting, which was PCCO#007 Increase Size of Sprinkler System for \$9,546, was rejected. That change order was rejected because the flow test that was used was not on our property but a few blocks away. Therefore, the calculations were not correct. This change order was for changing pipes to accommodate lower than expected hydrant flow.

The change in pipe size will be \$1,600. The question at the board meeting was who is accountable for the change in pipe. USA Fire Protection, which is the contractor who was awarded the bid for the CN job, suggested a smaller pipe to save on cost during the value engineer stage. When the construction drawings were submitted, the engineer, 2010 Engineering Group, didn't recommend the smaller pipe. This is not the circumference of the pipe; it is the thickness of the pipe. The concern was that the smaller pipe could degrade faster in time than the larger pipe.

There is a change order that Director Fullerton accepted for automatic door openers on the preschool and dance room doors for \$5,830. This will allow for the front desk person to hit a button under the desk and automatically open the preschool or dance doors. We have many customers that arrive late for class and this can happen a few times for each class. Commissioner Zalas asked if you would hear the door when it is opened. Ms. Muth said you would hear it unlock.

Coronavirus:

Everyone is still in Phase 4 in Illinois with 50 people or less. There are a steady number of customers visiting the Kreuger Park Recreation Center each day.

As the commissioners were informed, there was someone in our building that tested positive for Coronavirus, so the KP building was shut down for a day and deep cleaned. The person was away from the park district for 22 days and is now back. The total cost for the deep cleaning by Dunn Rite was \$825. There is a company called Rainbow International that cleaned the City Hall and Community Center for free, but they sent a quote for the KP building for \$3,300. Dunn Rite has cleaned twice and has done a great job. The first cleaning was the day after the election, so this was the second deep cleaning.

The BEN118R report came in from Unemployment Consultants. The total invoice is \$10,433, but in the end, the district should not be charged since it is all for Coronavirus. There were some employees that claimed that they were not paid when filing for unemployment to April 1, so another report has been sent to our unemployment consultant though PDRMA. There haven't been any unemployment cases since we opened back up.

Will County park districts received \$25,000 due to the Coronavirus. Will County received a certain amount of CARES Act revenue and divided it among the park districts in that county. Cook County did not give any funds to any park districts. The City of Hickory Hills received \$333,000 for the CARES Act and so did the surrounding suburbs. I called the Cook County Board President Preckwinkle but received an email that didn't go through and no phone call back. The revenue loss for our district is over \$200,000 at this point.

FEMA Request for Public Assistance Program:

The district applied for the FEMA Request for Public Assistance Program and was approved on August 7. To qualify, the district must spend more than \$3,300 to receive funds for personal protective equipment. The program reimburses applicants for at least 75% of eligible costs that were a direct result of the disaster incident (Coronavirus). We have spent \$6,732 on items such as hand sanitizer, gloves, playground disinfecting solution, masks, thermometers, and the plexiglass at the front desk and in the preschool room. It should also cover the cleaning that Dunn Rite did the day after the election and on Monday, August 24, and staff time and products for cleaning and disinfecting. Another park district said that hand sanitizer and plexiglass were not covered. I called Travis Panariello from IEMA and he said that everything is debatable and to include all the items since the program for reimbursement changes every day. There will be several different documents to submit up to the deadline of October 22.

Vandalism:

Someone broke a wooden player bench on Labor Day at Krueger Park.

Miscellaneous:

The July and August fitness center and walking track reports were included in the board packet. There was a FOIA request from Better Government Association asking for all 2019 employees: name, title, department, start date, base salary, overtime, holiday pay and insurance paid. This information was given to them the next day. Director Fullerton rescheduled her vacation in October due to the August 24 shut down at Krueger Park. January 28-30 is the Illinois Park Conference. We are not sure yet if this is in person or virtual.

Annual Financial Report and Receipts and Disbursements:

Commissioner Peterson moved, seconded by Commissioner Jerantowski, to approve RECEIPTS AND DISBURSEMENTS FOR FISCAL YEAR MAY 1, 2019 THRU APRIL 30, 2020. Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas. Motion approved.

Annual Financial Report and Receipts and Disbursements:

The final and bound audit was included in the board packet. The audit still includes unrealized losses and gains in our income statement and was explained in the Director's report. The letter to the board included one deficiency. "Someone with the necessary accounting expertise to prevent, detect, and correct a potential misstatement in the financial statements or notes needs to read, review and approve the financial statements. When accrual entries are not adjusted the reader of the financial statements cannot truly know the economic position the district is in." The auditor wants an accountant with a CPA to create each journal entry in our financial software and do the adjustments before the audit is finished for an accrual entry. The accountant that does our bank rec has to do these journal entries that the district used to enter. There will be a different auditor

next year since we have to get quotes for the 2021 audit. In the audit, I write the MD&A (MD&A 1-6) which is towards the beginning of the audit. On pages 8 & 9 of the audit, are the revenue and expenditures for the year and it matches the totals in the spreadsheet provided for all funds and this matches the April 30 final operating statement. As of April 30, the fund balance is \$5,638,932 which includes the construction projects which are \$3.5 million. The following are the balances in the funds: Corporate \$779,333, Recreation \$1,461,983, Capital \$2,962,711, Debt Service \$326,011, Non-Governmental (Police, Liability, Worker's Comp, Unemployment, Special Rec) \$108,894. Towards the back of the audit, these funds are brokeout even more.

Fiscal year comparison 2018-2019 to 2019-2020. Total taxes received were 1,467,709 in 19/20 and \$1,403,099 in 18/19.

Corporate Fund

Income:

The Corporate fund had a net fund balance of \$175,936 compared to \$40,278 from last year. Note, net fund balance of \$175,936 includes the investment income of \$79,240 (last year \$14,026) and the net increase in the fair value of investments of \$59,817 (last year \$21,803) for a total of \$139,111 (last year \$35,829). Only \$16,824 was cashed in from the US Treasuries and put in the corporate fund as interest income. The US Treasuries are doing well. However, it is the gains and losses that must be put in the operating statement that is not what was cashed in US Treasuries. The better comparison is that the net without US Treasuries in 18/19 was \$18,475 and in 19/20 it was \$53,346. The fiscal year was very good. The Coronavirus will affect the 20/21 fiscal year since there were a lot of credits given and patrons will be using them in 20/21. Also, the revenue coming in is low and at least 50% less or lower depending on the season. Total income was \$627,029 in 19/20 and \$506,124 in 18/19. There was an increase in property taxes of \$21,410. Rentals decreased from \$5,090 in 18/19 to \$1,190 in 19/20. There were a lot of field rentals and some room rentals.

Expense:

Employee health insurance increased by 4%: \$112,020 in 19/20 and \$107,946 in 18/19. PPO increased 2.1% and HMO 2.5% from 2019 to 2020 with two employees on HMO and seven employees on PPO. Legal advertising and legal expense increased 51% due to the Kasey Meadow OSLAD park renovation and the CN building renovation. Contractual service decreased by 22% because the year before, there was a clog in the floor drain at the Maintenance Facility and a warehouse door that was repaired. Office equipment increased due to old computers that were replaced. Refuse disposal increased by 31%. Additional dumpster removal was required due to the move out of the CN Center. Computer maintenance decreased by 44% because there was not a firewall subscription in 19/20, the district went from yearly to per job for IT support, and a security camera was added to Krueger Park's gym. Cleaning services decreased by 8% since both recreation centers were closed from mid-March to the end of May due to Coronavirus. Cell phones increased by 25% since three of the managers had their cell phones replaced. Maintenance salaries decreased by 6 due to a full-time employee leaving in January and the new employee starting in June. There are several funds that decreased due to the Coronavirus shut down of facilities which included the following funds: credit cards, gas/oil, janitorial, maintenance supplies, vehicle repairs, building supplies, flowers/mulch and park equipment/improvements. Tree Mgt/Care increased from \$1,261 to \$4,000 since dead/diseased trees were removed from several different park sites. Audit decreased from \$10,500 in 18/19 to \$9,500 in 19/20. FICA was \$55,509 in 18/19 and \$55,609 in 19/20.

Recreation Fund

Income:

There was a 10% decrease in the Recreation Fund gross revenue (including taxes) from \$1,228,354 in 18/19 to \$1,110,505 in 19/20. The number of program registrations decreased from 17,025 in 18/19 to 12,993 in 19/20.

Program revenues for the year ending April 30, 2020 decreased from the previous fiscal year, \$801,157 to \$669,455. The number of classes offered was 1,409 in 2019 and 1,132 in 2020. The summer programs had a 13% decrease. Winter programs decreased by 2%. Spring programs decreased by 91%. The fall programs had a decrease of 29%. Preschool enrollees increased from 157 in 18/19 to 210 in 19/20. Gross revenue for preschool was \$65,724 in 18/19 and \$52,601 in 19/20. The decrease was due to the Coronavirus since the second half of the year decreased by 50% and many refunds were given for two months of no school. The Fitness Center gross revenue was \$51,952 in 18/19 and \$55,471 in 19/20. Fitness membership increased from 297 as of 2/28/19 to 324 as of 2/29/20 and 43 walking track members as of 2/28/19 and 55 as of 2/28/20. The fitness center closed from March 16 to June 25 and all fitness center memberships were extended for the 100 days that the district was closed. The splash pad gross revenue was \$10,455 in 2018 and \$10,685 in 2019 and expenses were \$1,638 in 2018 and \$5,041 in 2019. The net for splash pad was -\$17,080 in 2018 and -\$19,263 in 2019 due to depreciation of assets and the purchase of motors. The revenue for trips decreased by 58% and expenses decreased by 46% due to many trips that were canceled from Coronavirus and the weeklong trip having less participants. Senior revenue and expenses decreased by 15%. The decrease was due to the building being closed for Coronavirus. Net revenue for dance programs was \$72,580 in 18/19 and \$61,723 in 19/20. Revenue decreased because dance classes ended early on March 16 due to the Coronavirus and there was no revenue from the dance recital since it was canceled. The costume revenue was \$25,768 in 18/19 and \$23,531 in 19/20 and expenses were \$20,325 in 18/19 and \$16,007 in 19/20. The District accepted \$7,350 in donations. First Midwest Bank donated \$3,000 for special events and senior luncheons and the fire and police departments donated \$2,200 to National Night Out. The City of Hickory Hills donated \$825 for the Children's Christmas Party. Various vendors donated \$100 to \$500 which offset the deficits of special events and senior programs.

Expense:

Recreation expenses decreased by 13% (\$155,143) in the year ending April 30, 2020 compared to the prior fiscal year. There was a transfer of funds the previous year of \$100,000 for capital projects. Salaries decreased due to facilities closing from the Coronavirus excluding full time employees that were employed the entire time. Some employees have received larger raises due to the minimum wage increase. Recreation personnel decreased by 32% due to the recreation director retiring in the middle of the fiscal year and many part time recreation instructors not working from mid-March to April 30 during the Coronavirus shut down. Conference and training expenses increased by 41% because the district joined HR Source and the previous year not as many staff attended the Illinois Park Conference. Contractual expense increased by 8% because a new program was introduced called MMA. Public Relations increased from \$719 to \$2,412 due to redesigning the districts' web site. The total cost was \$2,500 for the website and was coded to two difference funds. Phone and long distance decreased by 29% because the prior year was out of contract, so the costs were higher. Ticket purchases decreased by 20% for Great America and Santa's Village tickets sold. Program supplies, preschool supplies, senior and special event expenses decreased due to closed facilities in March. Program refunds increased by 58% due to canceled programs from mid-March to April 30. Skate Park decreased due to the ramps getting renovated so no Skatelite product was needed. Miscellaneous rec equipment increased by 50% from the Cylex sign for Martin Park and PPE (personal protective equipment), that was purchased because of the Coronavirus. Sealcoating was \$1,555 for Krueger Park's parking lot. This is a new budget for 19/20. Salaries for preschool instructors, dance instructors, facility manager and building supervisor all decreased due to closing the facilities in mid-March. IMRF decreased by 5% due to the change in the maintenance staff. The General Liability expense increased by 30% and the Premium Workman's Comp expense increased by 30% due to the April payment not being split among several accounts that was given for the accrual expense. Liability also increased because there were 13 payments, due to an additional check that had to be written because one was stolen from the post offices mailbox. The park district received \$3,262 from PDRMA for the Coronavirus to assist with paying for any personal protective equipment and expenses that could occur.

Special Funds

The Bond fund shows \$17,643 for bond proceeds from the Build America Bond and the previous year it was \$19,502. This is the last year for the Building America bond since a new one was issued. Bonds were issued in January \$1,165,000 Series 2020A and \$2,560,000 Series 2020B. The security fund expenses increased from \$4,312 in 18/19 to \$4,508 in 19/20. The auxiliary police expenses stayed the same at \$23 per hour. Capital projects were: Architectural designs for the Kasey Meadow Park renovation and the Cynthia Neal Center building renovation, Locis financial software, used CN copy machine from expired lease, floor buffer, Cylex park sign for Martin Park, Zero Turn Mower, push mower, baby changing stations for the facilities and a replacement refrigerator for the Maintenance Facility. The district levied for special recreation and received \$128,489 in taxes and joined SWSRA in January 2017. In 18/19, the district received \$137,132 for special recreation; \$67,233 was paid to SWSRA and \$137,010 was spent in ADA capital projects for Memorial, Prairie View, Martin and Krueger parks. In 19/20, the district received \$160,835 and \$81,347 was paid to SWSRA and \$31,117 was spent on playground fall surface, replaced benches at Martin Park and architect services for the CN building renovation to include ADA restrooms. A report was given to the board that has a recap of revenue and expenses since 2005 when Director Fullerton started working at the district.

The audit will need to be approved by the commissioners. After this meeting, the audit will be mailed to the Cook County Clerk, Daniel Hynes Comptroller, Dun & Bradstreet, PDRMA, BMO Capital Markets and Moody’s.

Commissioner Peterson moved, seconded by Commissioner Jerantowski, to approve the Audit/Annual Financial Report for May 1, 2019 to April 30, 2020. Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas. Motion approved.

Commissioner Jerantowski moved, seconded by Commissioner Morgan, to adjourn to the next regular board meeting. Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas.

The meeting was adjourned at 9:01p.m.

Secretary

ATTEST:

President