

BOARD MINUTES

February 8, 2021

The regular monthly Board Meeting of the Board of Commissioners was called to order at 7:05 p.m. on February 8, 2021, at the Cynthia Neal Center, 8047 W. 91ST Place, Hickory Hills, Illinois.

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

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

APPROVAL OF MINUTES

Commissioner Kosnick moved, seconded by Commissioner Zalas, to approve minutes of January 11, 2021.

Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas. Motion approved.

SECRETARY'S REPORT

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

PUBLIC COMMENT

Nothing to report.

MAINTENANCE REPORT

The sled hill was very busy during and after the snowfall. We can't put salt on the new sidewalks for the first year at the CN building and sled hill so we have been using Durably that we use for our ball fields. It is like kitty litter. A resident sent an email that the park district hasn't been shoveling the sidewalks at the parks and pathways specifically requesting Kasey Meadow and Petkiewicz parks. Director Fullerton said the email was placed at the board seat. Director Fullerton explained that we do not shovel sidewalks in the parks, only our facilities. Once we shovel or salt, we have to do it daily and inspect it throughout the day and night. When you own a business, you are there working every day and can shovel and salt and keep an eye on the sidewalks when you are open, and you go in and out of your facility. When it is open space, you would have to have staff there all the time. Once you shovel the pathway at the park or sidewalk, then you have to salt. Once you start doing it, you have to keep up the entire time. People have asked about Prairie Park in the past, and we don't own Prairie Park's path nor maintain it; the City owns it. Mr. Murphy said he called Public Works and they said they don't have the manpower to do that and the pathway around the pond isn't designed to plow around there. There is an ordinance, and the City is not enforcing, and Public Works is not cleaning up all the sidewalks. Mr. Murphy called PDRMA and they said it is unusual times and people are working from home and walking and we have gotten a lot of snow, more than the last few years. He asked if the City has an ordinance for snow removal. When he called Public Works, Sue said there is an ordinance and owners are responsible for their property if it is adjacent to the sidewalk to clear the snow. PDRMA asked if the City is enforcing it. Mr. Murphy told him no and to do Kasey Meadow (KM) and Krueger Park pathways and the path at Martin Park would take a lot of manpower. He said he came in over the weekend and spent 3.5 hours on the sidewalks and parking lot at the facilities and arrived at 5am before the facilities open. We would have to bring in more staff. The pathway at KM is zig zag and we would rip out dirt. In the corner, where the benches are, you can't get the plow in there so we would have to purchase another piece of equipment. It would be very difficult to start plowing all of the pathways. Director Fullerton said you would have to salt because the KM pathway is on an angle so the snow and water would drop down and create a slippery and icy pathway. Mr. Murphy said you would have salt damage and you would have to add manpower especially on the weekends when you are doing

the snow removal. Director Fullerton said she drove around the City. There are many sidewalks in front of businesses on Roberts Road that are not shoveled. The sidewalk on Roberts Road, at the end of the sled hill, is a county sidewalk. An employee asked why we don't shovel that sidewalk. Mr. Murphy said if the sidewalk is adjacent to your home, they ask you to care for it. But once you care for it, you must keep up a standard of care and just can't go out there once in a while. Commissioner Kosnick asked what would be the Plan B. If someone calls, you should have the same answer for all of them. Director Fullerton said we only received the email from this one person. The City got a call about Prairie View, but we didn't. Director Fullerton said we do removal of snow and salt at the facilities and not the parks and get direction from our insurance provider for what to do. She has heard this for many years of how to remove snow at facilities and not at the parks. Mr. Murphy said historically we have never attended to the sidewalks since he has worked here. Someone asked if we could shovel the stairs at the sled hill. We leveled off the stairs, so the snow isn't so piled up and put the ball mix down. You can't get all the way down to the concrete because people go up and down packing down the snow. We never did anything on the old steps, no snow removal, and no salt because it would have eaten up the timbers.

The women's handicapped shower mixing valve was rebuilt due to low water pressure. In the other two women's showers the shower heads were replaced. The legs were painted on the benches in the men's locker room. All the floor drains (15) at Krueger Park had floor drain trap seals installed. We have had problems with sewer gas and flies, and we put traps in there. Parts have been ordered to complete the preventative maintenance on the equipment. The Illinois Department of Labor will be inspecting both the district's inflatable attractions this winter. The costs to inspect the attractions are \$55.00 each. Sprinkler head guards were installed on the lower sprinklers in the Cynthia Neal Multi-purpose Room #2 (Dance Room).

The following are quotes to provide general pest control to Krueger Park and Cynthia Neal Center. The price quotes are for 1-year of service. They typically spray each building once per month; Terminix - \$756, Orkin - \$2040, All Gone Pest Management - \$756. All Gone Pest Management is run by 1 person who is a former employee of Terminix. The district will be staying with Terminix for another year.

Director Fullerton said we had two power outages at the CN building. On January 30, it was towards the end of the day for dance classes and another outage on Monday, February 1. We had many power outages before the building was renovated so that is why we wanted the generator, but unfortunately it was cut from the project due to the cost. ComEd said the fire department found a wire that was burning on the 30th and then the second outage was to repair another downed wire. Director Fullerton said on February 1, it went out at around 10:45am and it got cold very fast, so the afternoon preschool was moved to KP. As soon as the afternoon class started at 12:15pm, the power came back on.

RECREATION REPORT

As of January 15th, we returned to in-person programming for sports and social gatherings. We are now able to provide indoor programs with a capacity of 25 participants or 25% of the room's capacity. We are also able to have participants eat indoors during our programs. Sports programs can return indoors with face mask guidelines and limited group sizes to participate in a program.

Our 5-day popcorn fundraiser which ran from January 25th – 29th ended and the total amount raised was \$2,216. Of that amount, the park district will receive \$1,108. The website organizer receives 50% of the amount raised. In addition, a participant's family donated the amount of \$542 that was on their household credit to the park district's popcorn fundraiser. Also, an additional two donations were received of \$50 each. The total amount raised for the park district popcorn fundraiser was \$1,700.

On Tuesday, January 19th, we had our first senior luncheon of the year with 19 participants that attended, and the net was \$97.77. Our February luncheon will be indoors with a limit of 25 participants being able to attend at each of the morning and afternoon luncheons. Participants will be allowed to eat hot food inside the building. On Thursday, January 21st, there were 7 participants that attended the “21” double down blackjack. The net was \$25.64 for this event. On Friday, January 22nd, we had 11 participants attend Progressive Rummy with a net of \$20.62 for this event. On Monday, January 25th, our senior fitness class Gentle Flow Yoga, returned to in-person programming with 12 participants attending the program with face masks at all times while participating in the class. We were informed by Debbie Sernus, instructor for Gentle Flow and Easy Does It, that she was not able to return to both programs at this time. The substitute instructor teaching the Gentle Yoga program who has filled in the past for Debbie, is committed to continue teaching the program at the park district. We are currently looking for another fitness instructor to take over the Easy Does It fitness class. On Thursday, January 21st, we had our recreational volleyball program begin with 12 participants enrolled and the program is filled. We are currently working to expand this program by offering more sessions or an additional day during the week to offer the volleyball program. On Wednesday, January 27th, our indoor instructional basketball classes returned to in-person programming. We currently have 7 participants enrolled in our 4-7 yr. old program, 4 participants enrolled in our 8-9 yr. old program, and 3 participants enrolled in our 10- 14 yr. old program. On Wednesday, January 27th, we also started our indoor soccer programs. We currently have 7 participants enrolled in our Jr. Wednesday Night program ages 5-8 yrs. old, and 12 participants enrolled in our Wednesday Night Soccer program ages 9 – 12 yrs. old.

Mr. Sanchez said he wanted to go over the qualification of the policy we have for relatives working that are related to commissioners and administrative staff. They are not able to be employed and get paid by the park district, but they are able to complete community service hours at the park district. We were approached by someone to complete their 20 hours for school at the park district this summer.

TREASURER’S REPORT

Commissioner Jerantowski moved, seconded by Commissioner Zalas, to approve Claim Ordinance 787. 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 January 31, 2021, which includes the US Treasury statement. Director Fullerton said \$105,000 was cashed from US Treasuries for the CN project; \$100,000 for the CN Renovation and \$5,000 will be coded to the interest operating account in the Corporate fund. Typically, there is \$12,000 in the interest account at the end of the fiscal year so this \$5,000 will bring it up to the \$12,000. Commissioner Jerantowski moved, seconded by Commissioner Zalas, to approve the Operating Statements for January 31, 2021. Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas. Motion approved.

DIRECTOR’S REPORT

Kasey Meadow Park OSLAD Grant Project:

The auditor has completed the attestation/audit for the Kasey Meadow OSLAD project, and the auditor Sikich was paid. The grant requires a copy of the canceled check prior to reimbursement. All paperwork that IDNR required has been mailed to them on January 27. On February 5th, Jennifer from IDNR had two questions which

were answered that day. There is nothing in the grant documents that says how long before we will receive the 2nd payment of the 50% portion of the project.

Cynthia Neal (CN) Center Renovation:

Commissioner Zalas moved, seconded by Commissioner Jerantowski to approve PAYOUT #6159 for \$92,865. Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas. Motion approved. The balance will be \$41,610 after this payout. 90% of the waivers have been sent and most of the warranties. The project won't be complete until landscaping is finished. There will be a recap in the March board report showing the original budget, the bid amount, and total cost to date. There will also be a request to transfer \$220,000 from the Corporate and Recreation funds to the Capital fund. There are two punch list items to complete the project which is a door lock and some asphalt on the concrete that will be removed in the spring. Also, the landscaping will be done in the spring. The board packet contains an email from WB Olson regarding the roof inspection since this question came up at the last board meeting. The flat roof was inspected by the manufacturer, Firestone, and the shingled roof was inspected by the manufacturer, GAF. The roof passed the inspection, and we received the warranty. We received a ComEd Energy Efficiency Program grant for the new construction project in the amount of \$3,527. Williams Architect assisted with this grant and they did not charge for this service. We are almost done unpacking everything and then the entire building will be videotaped for record of the contents in the building. Commissioner Morgan asked where we keep the video. Director Fullerton said on our hard drive and we take back up tapes off site daily.

Coronavirus:

The paperwork has been coming in for unemployment claims for employees laid off due to the virus. There were a few employees that got the virus or had to quarantine due to living with a family member that had it. They had minor cases and are back to work. Two employees were laid off and one was brought back last week with reduced hours (5 days to 2 days). He cleaned our building and staff that are currently working were cleaning but now those employees will be running programs. The other employee that works 2 days a week should be back by the spring. In-person classes could begin on January 15 and we started in-person dance on January 16. There are still a few dance participants attending virtually. There are three competitions beginning for dance. We are discussing costumes and what to do about a dance recital in May. The exercise classes began the week of January 25. As of January 22, Tier 1 began so we can eat in-person and serve a hot lunch at the February senior luncheon. Masks must still be worn for all programs including in the fitness center, walking track and while working out.

Splash Pad 2020 Bottom Line Report:

The splash pad did not open in 2020, however, the district spent \$881 anticipating the opening of the pad. All items purchased can be used in 2021. The following is a recap of three years of the splash pad for gross revenue: \$10,820 for 2019, \$10,545 for 2018 and \$10,759 for 2017. The bottom line for 2019 was -\$19,263, 2018 was -\$17,080 and 2017 was -\$23,824. A negative amount is always shown due to the allocation of capital items, so the first seven years will have a larger negative balance until the splash pad equipment is depreciated.

Summer 2020 Bottom Line Report:

The Summer 2020 programs had a 66% decrease in net revenue since there was a limitation on what we could do as far as number of participants. The net revenue was \$17,550 in 2020, \$52,097 in 2019 and \$59,504 in

2018. The number of classes was 44 in 2020, 123 in 2019 and 117 in 2018. Enrollees were 468 in 2020, 1,835 in 2019 and 1,974 in 2018. Instructors' pay was \$15,792 in 2020, \$32,563 in 2019 and \$35,891 in 2018. Adult programs had a net of \$63 and \$563 the year prior. Contractual had a net of \$998 and the previous year it was \$4,790. Senior programs had a net of \$1,176 and the previous year it was \$1,742. Tot programs had a net of \$223 and the previous year it was \$1,437. There were no teen programs and the previous year the net was \$696. There were no trips and the previous year these had a net of \$1,686. Youth programs had a net of \$1,511 and the previous year the net was \$4,740. Camp had a net of \$17,937 and the previous year it was \$45,814. Camp is typically 125 per session and we were allowed up to 50 in 2020 because of the limited capacity during the pandemic. There were 185 registrations versus 486 the previous year. Summer dance had a net of \$1,842 and the previous year it was \$4,652. Great America tickets were not sold, and the previous year's net was \$178. Special Events had a -\$393 in 2020 and a loss of -\$4,289 in 2019. There were no concerts in 2020.

Employee Discount Program Report:

In the board packet was a tally of the total amount employees/commissioners spent on registering for programs and the discounted amounts they received. The comparison is for Fall 2019 to Summer 2020 and the previous year was also included for comparison. There is a separate section for Dance since some employees and employees' children took classes these past few years. From Fall 2019 to Summer 2020, employees received a discount of \$590.50 compared to \$720.50 from the previous year. The total paid for programs by employees was \$649.50 from Fall to Summer compared to \$1,168.50 from the previous year. The total cost would have been \$1,240 compared to \$1,889 from the previous year if they had to pay the full resident rate with no discount. Employees received \$927 in dance discounts. Employees receive a 100% discount for dance programs and children/spouse get 25% off. This report is only for programs, not for fitness center and walking track members.

SWSRA:

The SWSRA board is seeking an Executive Director to replace Lori Chesna who recently retired. Director Fullerton is on the SWSRA board so is a part of the interview process and hiring decisions.

Miscellaneous:

The December fitness center and walking track report is included in the board packet.

Director Fullerton distributed a spreadsheet of how long we could stay in business if the Coronavirus continues and we had another shutdown. The ending balance is shown for the year end from 2005 to 2020. She based the estimate on \$1.8 million as a fund balance and then we have a transfer of funds of \$220,000 and estimated net loss of \$200,000 this year so that brings the fund balance to \$1.4 million. Then subtract taxes for the bond because we have to pay the bond payments and ½ special rec/SWSRA which is \$1,006,386. At 1/31/20, the district had a gain of \$318,864 and at 1/31/21, it is a loss of \$148,356. There are three scenarios presented which are a partial shutdown, no layoffs and a total shutdown. If we had a similar year to this year estimating a \$200,000 loss per year, we could last 7 years. If there were no layoffs, we could last 3.5 years. If we had a total shutdown, meaning no programs, no fitness center/walking track open then we could last a very long time but that would mean everyone is laid off except the director, three managers and one full-time maintenance employee. The five of us would run the district including performing maintenance duties to take care of our parks and facilities. The park district would not close our doors and we would limit the number of staff

working. The population getting the vaccination is very good because the senior population is starting to feel more comfortable coming back to participate in programs and events. We have been fortunate to save enough money and have had a good fund balance but not too much because of tax objections. We have a good amount in the bank and we are saving some dollars for capital projects. We know how to invest in our bonds and when to get the next one and it has always been a healthy fund balance in the past. To say we had \$2.7 million before the 2020/2021 capital projects is a good thing.

2021-2022 Working Budget:

The working budget spreadsheet and summary were included in the board packet as well as proposed raise increases, the department head evaluations and salary surveys from IPRA's HR Source and the South Suburban Salary Survey. Property tax budget revenue is based on the tax levy which is always higher than what we expect to receive. Next month, you will receive the Budget and Appropriation Ordinance which combines these line items into a summarized budget that is filed with Cook County and there will be an ad placed in the local newspaper prior to the March meeting.

In 19/20, all of the following special funds were in the corporate and recreation funds: IMRF, FICA/Medicare, Audit, Insurance and Workers Comp. These funds will also remain as separate funds with a zero amount just in case there are adjustments that the auditor should make. In Illinois, the minimum wage was raised to \$10.00 on July 1, 2020, \$11.00 on January 1, 2021 and \$12 on January 1, 2022. To remain competitive, we have had to raise many part-time employees closer to that range. The starting pay for building supervisors, facility managers, after school and splash pad employees will be starting at the minimum wage. Recommended wages are on a separate page that will show you wage increases and percentages for all employees. The maintenance manager, business manager and recreation manager recommend raises for their departments and then the executive director makes further recommendations to determine the final raise. The district's financial position was very stable prior to the Coronavirus. The estimated net loss for April 2021 is estimated at \$200,000 due to the loss of revenue from the shut down during the Coronavirus and then no in-person classes. This budget is based on returning to fully open and in-person classes, however, there is a reduction of revenue from anticipating a lower amount due to the community that may not be ready to return to the park district.

Corporate Budget

Revenue

Total income has increased slightly in the corporate fund from property taxes. The budgeted amount for the property taxes has an increase from \$499,100 for 2020/2021 to \$504,983 which is based on the tax levy ordinance passed in November 2020. The EAV has increased from 363,804,795 in 2018 (19/20 fiscal year) to 364,531,272 in 2019 (20/21 fiscal year). The budget is based on the estimated 2020 levy filed in November 2020. It is essential that the recreation program revenue support the district because the tax distributions only support a portion of our total funds, which is usually 30% so 70% is from program revenue.

Expense

Legal expenses decreased by \$500 since we are finished with the Cynthia Neal Center (CN) Renovation and the Kasey Meadow OSLAD Park Project. Cleaning services increased from \$26,000 to \$27,900 because the CN building was renovated and now includes larger restrooms to clean. Dunn Rite services for the building increased from \$1,197 to \$1,375. Also, B&B cleaning received a 5% increase for cleaning Krueger Park, however, they received no raise last year. The cost to clean Krueger Park is now \$950 per month. B&B has been cleaning Kreuger Park for over 20 years. Gas and oil decreased \$500. There was some room in this budget to reduce it but there was also a new charge from Public Works for gasoline. The City sent a letter on January 13, 2021, indicating that the City will now charge 10 cents per gallon for a system maintenance charge. They stated in the letter that in the past they have not charged for costs of repairs and they have an aging system.

Commissioner Zalas asked if it is their pumps and they charge us for gas, why are they charging us the maintenance fee. Director Fullerton said we have a choice to not get gas from Public Works and pay at the pump, but it costs a lot more. Commissioner Zalas asked what the difference is in price. Director Fullerton said an example is you could pay \$2.75 at the pump and Public Works charges \$2. Commissioner Zalas asked if we are charged for tax. Other pumps charge County tax and other taxes on the pump. Director Fullerton said she thinks it is just the gas and not tax, but she will look at the invoice. Commissioner Zalas said the City is charging us for items that they didn't charge before. All of a sudden they are charging us \$9,000 for a permit that they never charged us before. Director Fullerton said we have had to pay for pop machines that they didn't charge us before and sign licenses. Commissioner Zalas asked what changed that we now have to pay these fees. Director Fullerton said new administration. We cut some areas of their grass and landscape their bushes, however, they plow our snow in the evenings and weekends and this year there is a lot of snow. We can pay at the pump but it will be a lot more.

Janitorial, maintenance supplies, small equipment and tree care were reduced. The staff will purchase fewer supplies in this fiscal year since budgets needed to be reduced from not having a good year with program revenue during Coronavirus. Contractual services were decreased by \$500 since the CN building was just renovated and no inspections are needed for certain items such as alarm service and fire inspections. This is the first time since 2005 that the maintenance supply was reduced. Health Insurance increased by \$500 in both the corporate and recreation funds. Health insurance for both funds, in 2020/2021, it is \$115,000 and for 2021/2022, it will be \$116,000. Health Insurance increased by 2.1% for PPO, 3% for HMO in 2021 and 3.1% for Dental. The HRA helps with keeping our costs down because of the \$1,000 deductible that the district has to pay if the employee goes over the \$500 deductible. Employee raises are based on performance and what the industry is paying based on the surveys that were provided. The Audit remained the same at \$4,500 in the corporate fund and \$6,500 in the recreation fund. There will be a new auditor which is Lauterbach & Amen at \$8,500 and \$2,500 for the PDRMA Segal report. Sikich charged \$8,500 for the 2020 audit.

Recreation Budget

Revenue

The budgeted amount for the property taxes has increased from \$481,963 to \$504,983. Great America and Santa Village ticket revenue and expenses decreased by \$3,000. These facilities were not opened fully in 2020 but are expected to open in 2021 including water parks. We are anticipating opening the splash pad unless we hear otherwise from the Governor. Contractual fees revenue was decreased by \$15,000 and expenses decreased by \$14,000. Tumblebears Gymnastics closed in 2020 due to not being able to run programs during the Coronavirus. We will begin gymnastics at Burbank Park District, however, the district will not make anything on it since it is held at their facility. The recreation department is looking at a company that will come to our facility, however, they are not committing to this until the virus allows us to have more in-person programs with no limit on capacity. Program revenue decreased from \$254,000 to \$244,000. Two years ago, the program revenue was \$295,000, however, last year it was \$235,000. Park facilities were shut down for a month and a half of this fiscal year due to the virus.

Preschool revenue decreased significantly in 2020 due to the pandemic. Typically, there would be two teachers for half the day and one teacher for the other half day. There could be up to 24 children in each classroom, however, now the largest class is 9 and there is one teacher in the classroom in 20/21. We are anticipating the school year in 21/22 will have higher registration than in 20/21, however, not two teachers in the classroom. Preschool revenue was decreased from \$59,000 to \$50,000. Preschool salaries decreased from \$41,000 to \$33,000. The fitness center revenue decreased from \$55,000 to \$53,000. The fitness center was closed from mid-March to June and reopened with limited capacity. Membership declined by 83 members in 2020. The fitness center had as many as 480 members in 2015 and currently has 228 as of December 2020. Visitors declined when they had to wear masks during their workouts, and this has continued into 2021. Splash pad revenue and splash pad salaries are the same. Splash pad attendants will have to start at \$11 due to the minimum

wage. The splash pad was not open in 2020 due to the Coronavirus. We are expected to open in 2021. Special event revenue remained the same and expenses were reduced by \$4,000. There may be a carnival in August of 2021. It is uncertain if the carnival will be allowed during the pandemic. The 1st Annual Carnival in 2017 had a gross of \$44,000 (net \$40,000), in 2018 the gross was \$45,000 and in 2019 the gross was \$21,428. We intend on having National Night Out with reservations and charging a small registration fee. Trip revenue decreased by \$10,000 for the revenue and expenses. There will not be a week-long trip in 2021 and we are anticipating day trips to open in the summer or fall but will there be interest? Senior program revenue decreased by \$2,000 and expenses decreased by \$1,000. Dance program revenue decreased by \$6,000 in anticipation of not having a recital at Sandburg High School in May 2021. There may be a possibility of having it at our facilities with one class at a time and no parents in-person. Dance costume revenue and expenses remained the same since costumes would be ordered in January 2022 for the May 2022 dance recital. Donations remained the same. We continue to receive an annual \$3,000 donation from First Midwest Bank and various special events. The district has started fundraisers in January 2021 such as a popcorn fundraiser for the district, pizza fundraiser for preschool and valentine baskets for purchase. The overall revenue decreased from \$1,223,863 to \$1,189,883.

Expense

Conference and Training remained the same. There were no conferences or in-person training in 2020, but we are anticipating more conferences in late 2021 and January of 2022. Membership expenses decreased \$600 and Phone and Printing by \$1,000 to bring the budget in line with expenses. One membership may be cut which is for HR Source. Many park districts are not printing their program brochure, however, we are going to continue to print it since the district has a large senior population. Special Services was reduced by \$1,500 since there is not as many staff to conduct background checks and fewer staff that must take CPR/AED training. The utilities, telephone and DSL remained the same. Long distance phone was reduced by \$1,000. Program refunds increased by \$2,500 due to the uncertainty of the virus and not knowing if refunds will be given due to more shutdowns. The skatepark expenses were reduced by \$2,000 because no more skatelite is necessary since the park was renovated and the ramps are concrete. Misc Rec Equipment increased by \$1,000. This budget is now used to purchase PPE. Over \$12,000 was spent on PPE due to the virus, however, the district may receive grants from Cook County Health and FEMA. Foggers will be used all the time in the future for deep cleaning after preschool and after school as well as all programs. Hand sanitizers are at all facilities, masks are provided to staff upon request and plexiglass partitions will remain up at facilities. IMRF, FICA/Medicare and Recreation Personnel remain the same since there has been a turnover in full-time staff and a reduction in those salaries. Maintenance salaries in the corporate and recreation funds combined were \$231,600 in 2020/2021 and \$242,200 for 2021/2022. This includes overtime pay. Part time maintenance salaries are increased due to the \$1 increase in minimum wage. Facility Manager salaries increased by \$1,500 and Building Supervisor salaries by \$1,250 due to the \$1 minimum wage increase. Insurance and Workman's Comp remained the same since there was no increase in PDMRA rates. Expenses were reduced from \$1,233,200 to \$1,197,050.

Special Funds

The bond fund revenue reflects the correct numbers for the tax levy. The bond for the Bank of New York Mellon has been paid off with the 2020 bond and the 2016 bond from Byline Bank is finished. There were two new bonds in 2020; one to pay off the 2010 bond and \$300,000 for capital projects and a larger bond to pay for the Cynthia Center remodel at \$2,525,000. Therefore, two bonds were issued: \$1,165,000 that will be paid by December 1, 2022 and \$1,560,000 that will be paid by December 1, 2032. The Security Fund and Unemployment remained the same. Unemployment was not paid for by the district in 2020 due to the pandemic, however, the district will have to pay in 2021 based on current legislation (January 2021). The following special funds were budgeted at \$0; IMRF, FICA/Medicare, Audit, Insurance and Workman's Compensation.

Capital projects for 2021-2022 have been updated. Capital items budgeted and to be purchased this fiscal year are as follows: landscaping for the CN building project, replacement of one or two pieces in the fitness center,

seal coating at various parking lots, purchase of a bingo electronic flashboard, irrigation at Krueger Park, ball field drag for the Gator, cuts lips at the KM ball field, replacement of the 20 yard storage unit behind the garage, tuck-pointing at Krueger Park, replacement of the wing mower, replacement of an AED, purchase of a 110 gallon universal sprayer, repairing of the irrigation system at CN, replacement of the west door at the Maintenance Facility and purchase of a picnic table for Osborne Park. The inflatable band shell broke so we are looking at replacing it with a concert trailer. The administrative department is in the process of replacing the FinTrac financial software with Locis since there was no support in 2019 with FinTrac and the RecTrac recreation software will have to be upgraded.

On January 1, 2018, we signed an agreement and joined SWSRA (South West Special Recreation Association). A special recreation fund was created with the district asking for \$138,278 in the tax levy. The levy amount this year will be \$151,813 and last year was \$148,522. The district receives four cents of the EAV. Half of the funds will be paid to SWSRA. There are still participants utilizing Oak Lawn Special Recreation. The district will allow residents to continue to participate in Oak Lawn Special Recreation for at least three years or more if they decide to stay with Oak Lawn. Special Recreation funds will also be used for ADA capital items and inclusion services.

Commissioner Jerantowski moved, seconded by Commissioner Peterson, to convene to closed session at 8:27p.m. to discuss agenda item listed as: 2(C)(1) DISCUSSION OF APPOINTMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEE OF THE DISTRICT, INCLUDING HEARING TESTIMONY ON A COMPLAINT LODGED AGAINST AN EMPLOYEE TO DETERMINE ITS VALIDITY. Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas. Motion approved. The commissioners came out of closed session at 9:24pm and resumed the regular meeting.

Commissioner Morgan stated that the Board went into Closed Session for the purpose of consideration of pay raises for all employees for 2021/2022.

Commissioner Kosnick moved, seconded by Commissioner Jerantowski, to approve raises as presented: executive director and manager raises at 4% and the Working Budget 2021/2022. Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas. Motion approved.

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

The meeting was adjourned at 9:26p.m.

Secretary

ATTEST:

President