

## **BOARD MINUTES**

**April 12, 2021**

The regular monthly Board Meeting of the Board of Commissioners was called to order at 7:00 pm on April 12, 2021, at the Cynthia Neal Center, 8047 W. 91<sup>ST</sup> 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, Angel Sanchez, Recreation Manager and Tammy Muth, Business Manager.

### **APPROVAL OF MINUTES**

Commissioner Kosnick moved, seconded by Commissioner Zalas, to approve minutes of March 8, 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**

Mr. Murphy presented the maintenance report, and it was placed on file. The skate park, soccer, tennis, & basketball courts were opened April 1<sup>st</sup>. Scooters and bikes are allowed in the skate park, so it is better since we used to ask them to leave. After the ice melted on Martin Park's Pond, there were a considerable number of dead fish. This happened in 2009 and there is nothing the district can do that does not compromise safety to prevent this from happening. The fish will be ordered and will be approximately \$600-\$700. Milkweed seeds were planted in several areas around the pond. This was requested by a resident & will help to attract butterflies. Commissioner Zalas asked if the pond is aerated. Mr. Murphy said it is in the summer with the water fall which puts oxygen in there, but the waterfall does not run in the winter. It is too small to put an aerator in the middle of the pond and the kids will try to hook it while fishing. The City also pulls their aerator out in the winter and it is a large pond.

Director Fullerton said indoor drinking fountains have been turned on and outside will be turned on by May 1. Fountains were not turned-on last year so there are a lot of leaks. Also, there is a big issue with dogs at the park so larger signs were put up at Kasey Meadow Park which is where we have the most issues. Director Fullerton said we are looking for two part-time maintenance staff and the pay is minimum wage. One year-round part-time maintenance employee has left for a higher paying job and we had three full time employees leave in less than a year. We are finding our pay is still too low for entry level positions.

### **RECREATION REPORT**

Mr. Sanchez presented the recreation report, and it was placed on file. Violin classes are not typically scheduled in the summer but will be going to mid-June since the teacher hasn't taught in a year. More registrations are coming in as people get vaccinated. Director Fullerton said the maximum for senior luncheons is 50 people, however, we don't have to include the people that are vaccinated in the count. Director Fullerton said some park districts are having programs and events for vaccinated people. We are not at that point.

## **ADMINISTRATIVE REPORT**

Ms. Muth presented the administrative report, and it was placed on file. The Farewell program will be similar to the past and we will allow two parents to attend. Instead of a year-end trip, we will have it at the splash pad. The dance recital will be in the dance room and we will sell tickets for \$5 a couple and will video tape it. There will be a little space between each couple. All the levels will be scheduled together, and we will ask the parents to leave after each level. The recital will be held the Sunday after Mother's Day. We are checking with PDRMA if we can put it on Facebook Live. The splash pad will open and have a capacity of 50 people at one time. Passes go on sale May 1. Financials in Locis are entered up to September 2020.

## **TREASURER'S REPORT**

Commissioner Jerantowski moved, seconded by Commissioner Zalas, to approve Claim Ordinance 789. 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 March 31, 2021, which includes the US Treasury statement. Director Fullerton said \$200,000 was invested in US Treasuries since taxes are coming in and two CDs were renewed for one year. Commissioner Jerantowski moved, seconded by Commissioner Zalas, to approve the Operating Statements for March 31, 2021. Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas. Motion approved.

## **DIRECTOR'S REPORT**

### **Kasey Meadow Park OSLAD Grant Project:**

On February 5, 2021, IDNR sent a letter that the final payment of \$160,187.50 has been approved. IDNR said we should see the check by May. The new auditor has been contacted and told assets will be entered in AssetWorks, even though the check hasn't been received. The CN building assets will not be entered until after May 1, since the project is not finished.

### **Cynthia Neal (CN) Center Renovation Landscaping Approval:**

Commissioner Kosnick moved, seconded by Commissioner Jerantowski, to approve Hacienda Landscaping for \$11,720 for landscaping for the renovated CN building. Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas. Motion approved.

### **Coronavirus and Grants:**

On the news, they mentioned that the temperature checks have not been effective in contracting people who have the Coronavirus and the fogging and chemicals you are using are more hazardous to your health than trying to prevent germs. The virus is not contracted through touch. After discussion it was decided to stop temperature checks for everyone starting tomorrow. It was decided to keep the fogging since the staff would like to continue with it and continue wiping down handles and things people touch.

The \$5,000 check came in from the Cook County Coronavirus Relief Fund for the PPE the district has purchased and for cleaning. There has been no word on the FEMA grant. We received a letter from the IRS that we must return FFCRA (Family First Coronavirus Response Act) in the amount \$1,585.37 for the payroll tax credit for 3rd quarter of 2020 and we may get another letter for 2<sup>nd</sup> quarter and must return \$95.11. Ms. Muth called the IRS and they said government agencies do not qualify and to talk to your legislators about it.

One employee is still claiming unemployment; however, she is not returning to work due to a personal injury. The district will have to pay 50% for anyone on unemployment after January 1.

The revenue for all programs is starting to increase slowly. However, the fitness center membership has dropped significantly during the pandemic. We have given \$201,000 in credits/refunds due to the pandemic and canceling programs, events, and trips.

There is a second round of relief dollars that will soon be released to counties and cities from the Federal Government. Director Fullerton sent letters to our state legislators, the governor, Cook County and Mayor Howley. There isn't a whole lot of hope that park districts receive anything from relief dollars. Mayor Howley and Director Fullerton discussed the American Rescue Plan and the extra charges charged to the park district from the City this past year. A few days after the conversation, we received an email that the City will sponsor National Night Out for \$500. The police gave us \$1,200 to \$1,700 in past for NNO but declined to sponsor it at this time. Debbie Ferrero called and said there is no Street Fair in 2021 and asked about having the Street Fair during the August carnival. It would be for 2022. Director Fullerton has to check with the carnival company because there is a clause about concessions, but it may be possible.

PDRMA sent a check for \$3,104.33 returning a portion of the Health Programs' net position. The total return to all members is \$1 million and our portion is based on a formula that incorporates the size of each member's annual contribution and length of time each member has participated in health. Last year, PDRMA sent \$3,262 in March 2020 for the Property/Casualty Program for a return of the net position equal to 10% of each member's 2020 contribution.

#### **Fitness Center 2019/2020 Bottom Line Report:**

The fitness center bottom line net revenue was \$4,632 in 2020, and \$15,387 in 2019, and \$17,254 in 2018. Gross income in 2020 was \$30,708 and 2019 was \$56,305. There was a total of 322 enrollees in 2020 and 553 enrollees in 2019. The enrollees include the fitness center, walking track, Hydro Massage, daily passes, open basketball, and personal training. The total membership in the Zip Code Report is 72% from Hickory Hills, 15% from Palos Hills, 6% from Justice, 1% from Bridgeview and the rest from various surrounding suburbs. There were 403 members from Hickory Hills and last year it was 376.

#### **Safety Policy Annual Review:**

Commissioner Jerantowski moved, seconded by Commissioner Peterson, to approve the safety policy statement. Ayes: Jerantowski, Kosnick, Morgan, Peterson, Zalas. Motion approved.

#### **Statement of Economic Interest:**

One more commissioner needs to file for the May 1 deadline.

#### **Vandalism:**

Someone burned the top of the picnic table at Krueger Park. We decided not to replace the bench because maintenance spray-painted it and it looks good.

**Commissioner Election:**

There were three commissioner positions on the ballot for the park district election on April 6: Patrick Kosnick, Sandra Morgan, and No Candidate. The results are not valid until April 27, but as of today Patrick Kosnick had 672 votes (50%), Sandra Morgan has 665 votes (49%) and there was no write in candidate.

**Miscellaneous:**

The February fitness center and walking track report was included in the board packet.

The Board meetings change to the 3<sup>rd</sup> Monday starting with the next meeting in May. Commissioner Morgan asked if appointing Commissioner Jerantowski will be on the agenda. Commissioner Zalas made a comment that he thought you have to go into closed session to appoint a board member. Director Fullerton said she will find out all the details of what we have to do. Commissioner Zalas asked if we have to post it and let them know there is a vacancy. Director Fullerton said it was already posted and we let the public know there was a vacancy during the election filing period. When we filled the empty seat with Commissioner Peterson, there was no posting of a vacancy. Then we appointed him, which was a board vote. Commissioner Zalas said the public has a right to know there is a vacancy. Director Fullerton said they had the right to know when it was posted for 30 days prior to the election filing period (December was filing period) on the front door at CN and on the website. Commissioner Zalas said you can leave the board seat empty, and it is up to you to fill it. Director Fullerton said it is up to the Board if they want to fill the seat. Commissioner Jerantowski asked how long can you leave the seat open and who decides. Commissioner Zalas said you can leave it open until the next election in two years and the Board decides.

Commissioner Zalas 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 8:14p.m.

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**Secretary**

**ATTEST:**

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**President**