

BOARD MINUTES

March 21, 2022

The regular monthly Board Meeting of the Board of Commissioners was called to order at 7:01pm on March 21, 2022, at the Cynthia Neal Center, 8047 W. 91ST Place, Hickory Hills, Illinois.

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

Also present were Jennifer Fullerton, Executive Director, Angel Sanchez, Recreation Manager, Tammy Muth, Business Manager and Zach Ingalls, Maintenance Manager.

APPROVAL OF MINUTES

Commissioner Kosnick moved, seconded by Commissioner Morgan, to approve minutes of February 21, 2022. Ayes: Kosnick, Morgan, Peterson, Zalas. Motion approved.

Commissioner Kosnick moved, seconded by Commissioner Peterson, to approve the minutes of February 21, 2022, Closed Session content only 2(C)(1). Ayes: Kosnick, Morgan, Peterson, Zalas. Motion approved.

Commissioner Kosnick moved, seconded by Commissioner Morgan, to approve the minutes of February 21, 2022, Closed Session #2 content only 2(C)(1). Ayes: Kosnick, Morgan, Peterson, Zalas. Motion approved.

SECRETARY'S REPORT

Nothing to report.

PUBLIC COMMENT

Nothing to report.

PUBLIC HEARING FOR BUDGET/APPROPRIATION ORDINANCE

Commissioner Peterson moved, seconded by Commissioner Morgan, to open the public hearing for the proposed hearing of comments on the Budget/Appropriation Ordinance 2022-351 of the Board of Commissioners at 7:03 pm on March 21, 2022, at the Cynthia Neal Center, 8047 W. 91ST Place, Hickory Hills, Illinois. Ayes: Kosnick, Morgan, Peterson, Zalas. No citizens were present, and no comments were made. Commissioner Peterson moved, seconded by Commissioner Zalas, to close the public hearing at 7:04pm to the regular Board meeting. Ayes: Kosnick, Morgan, Peterson, Zalas. Motion approved.

MAINTENANCE REPORT

Mr. Ingalls presented the maintenance report, and it was placed on file. All of the Kasey Meadow courts and the skate park will open next Friday, April 1. Tennis and basketball courts were opened at Kreuger Park. 90% of the snow fence is down. The contract with Terminix was canceled so we needed pricing for pest control for the two recreation centers. These prices are in the director's report. We are going to continue with Service Sanitation for portable potties since they had the best price for this year and next year. We spent \$1,670 on weed control for the chemicals.

RECREATION REPORT

Mr. Sanchez presented the recreation report, and it was placed on file. Four Winds made a mistake with the bus. We asked for the large bus with the restroom, and they gave us a smaller bus without a restroom. It accommodated the participants since we had 32 and the small bus seats 40. Youth program participation has seen an increase in the last few weeks and went over the maximum amount. It shows that the quality of

instructors is good and that people are taking that next step with COVID restrictions that have been lifted. Commissioner Zalas asked if we have the same company for trips. Mr. Sanchez said no and we shop around for prices except Four Winds because they control the buses that go in their parking lot. It is only a handful of bus companies that we can use. It is part of our package.

ADMINISTRATIVE REPORT

Ms. Muth presented the administrative report, and it was placed on file. The board packet includes the operating statement and it has both versions with FinTrac and Locis. Director Fullerton said you will only see the operating statement in Locis next month. We want to change to the new software, which is Locis, so when the auditor arrives, we can say we are using Locis and to audit the books.

TREASURER'S REPORT

Commissioner Peterson moved, seconded by Commissioner Zalas to approve Claim Ordinance 800. Ayes: 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 Peterson made note of the Investment Report of February 28, 2022. Tax distributions are coming in, so we will be investing those funds in US Treasuries in March. Commissioner Peterson moved, seconded by Commissioner Morgan to approve the Operating Statements for February 28, 2022. Ayes: Kosnick, Morgan, Peterson, Zalas. Motion approved.

DIRECTOR'S REPORT

Fitness Center Equipment Purchase:

Prices were presented to add two strength pieces, an upright bike and an additional NuStep to the fitness center. Also, we will eliminate a treadmill purchased in 2005 and the Cross Trainer purchased in 2003. We have had to replace parts on the older equipment. The new equipment will be coded to the special recreation fund. The strength equipment from Direct Fitness will be black/grey instead of white like we have now. True Fitness Technology is through Sourcewell, which is a co-op, and anyone can go on their website and get prices for many different types of equipment. Sourcewell goes out for bid, and it is state bid process and then we ask for proof of that bid. It was difficult to get prices because many times you can't get products these days. Commissioner Morgan asked where the warranty comes from if going through Sourcewell. Director Fullerton said it is from the manufacturer. Mr. Sanchez showed pictures of the new pieces and the pieces we are disposing of. Commissioner Kosnick asked did they say anything about people that are supposed to walk on a treadmill and in years' past they didn't want anyone to run because it affects the machine. Mr. Sanchez said he hasn't heard that about treadmills. It is fine keeping up with the speed limit they have for running and they are designed for running on a treadmill. It does have a weight capacity so it should be one person on it, at one time. Commissioner Kosnick moved, seconded by Commissioner Morgan, to approve the purchase of the two strength pieces and the upright bike from the Direct Fitness Solutions for \$7,195 and the NuStep from Heartline \$5,845. Ayes: Kosnick, Morgan, Peterson, Zalas. Motion approved.

Disposal of Fitness Equipment:

There is a resolution for approval to dispose of the Life Fitness Treadmill, Tag #1431, Model 95T0100.03, Serial #ATT110148 and the Life Fitness Cross Trainer, Tag#1445, Model #9500hr, Serial #ATT110148. Commissioner Zalas moved, seconded by Commissioner Peterson, to approve ORDINANCE 2022-352 AUTHORIZING THE DISPOSITION OF SURPLUS PROPERTY. Ayes: Kosnick, Morgan, Peterson, Zalas. Motion approved. The staff will be disposing of the items and getting scrap metal dollars for it.

Pest Control Contract:

The following are three quotes for pest control:

Smithereen \$2,390 1st year and \$1,980 2nd year

Anderson \$2,480 1st year and \$2,124 2nd year

Orkin \$7,440 per year

Currently we use Terminix which was \$733 annually and the budgeted amount for 20/23 is \$1,400. Terminix canceled the contract due to a problem with the technician and an employee. Ms. Muth said there was some confusion with doing the pest control at CN and he thought it was KP only. It is monthly service and the \$2,390 is the annual amount. Commissioner Morgan moved, seconded by Commissioner Kosnick, to approve Smithereen for pest control in the amount of \$2,390. Ayes: Kosnick, Morgan, Peterson, Zalas. Motion approved.

New Recreation Assistant:

Commissioner Morgan moved, seconded by Commissioner Peterson, to approve the new recreation assistant position for preschool, dance, splash pad and summer events. Ayes: Kosnick, Morgan, Peterson, Zalas. Motion approved.

Osborne Park:

There will be two public input meetings for Osborne Park:

Saturday, May 14, at 2pm at Osborne Park and Monday, May 16, at 5:30pm at CN. It will be announced through press releases, the marquees, in the summer brochure and in a mailing sent to the homes near the park. We are going to hand out free t-shirts to the first 30 or 35 kids that says Osborne Park Pals and a picture will be taken that day with the kids wearing the shirts for the OSLAD grant. Then they will be invited back to select playground equipment which could be next year or in 2024. There is a delay with the OSLAD grant so we are waiting for the application to come out this summer or fall for 2023 OSLAD grant applications.

Carnival Contract 2023-2025:

We added language to the 2023-2025 contract to include the beginning and ending ticket numbers. The main contact will be changed to their son in 2022. The City of Hickory Hills is changing their June Street Fair date in 2022 to the same weekend in August as our carnival. Commissioner Zalas moved, seconded by Commissioner Peterson, to approve the Carnival 2023-2025 contract with All Around Amusements. Ayes: Kosnick, Morgan, Peterson, Zalas. Motion approved.

Summer 2021 Bottom Line Report:

The Summer 2021 programs had significant increases because the carnival was moved to the summer bottom versus the spring. The net revenue was \$117,285 in 2021 and \$17,550 in 2020 and \$52,097 in 2019. The net for the carnival was \$45,125 so if you subtract this from the net then it would be \$72,160. The number of classes was 91 in 2021, 44 in 2020 and 123 in 2019. Enrollees were 1,587 in 2021, 468 in 2020 and 1,835 in 2019. All camps increased and it was a very good summer.

2021 Fuel Purchase Annual Report:

Fuel purchased for our vehicles increased from 2020 to 2021 and was \$2,060 more than last year with 99 more gallons used and a few hundred dollars lower compared to 2019. Number of gallons increased compared to 2020 because there was the shutdown of facilities and programs during the Coronavirus in 2020.

2021 Utility Annual Report:

The following is comparing fuel from 2020 to 2021:

Phone – usage decreased by 32%, total dollars increased by 1%

Water – usage decreased (see below for explanation), total dollars increased by 23%

Gas/Heat – usage decreased by 26%, total dollars decreased by 21%

Electric – usage increased by 29%, total dollars increased by 13%

Phone usage decreased with both buildings. Water usage decreased because our maintenance staff put in new meters, and put them on backwards, so they were counting down. These meters are for drinking fountains and the garage so there is no charge from the City for this water. The water usage for 2020 was 1155966 and in 2021 was -1613117. Water dollars increased because the splash pad was not open the previous year. Gas went down and electric went up. This is due to usage, mild temperatures in the winter, and hot temperatures in the summer.

2021 Pepsi Concessions Report:

The Pepsi commission was \$6,728 in 2021, \$3,176 in 2020 and \$8,954 in 2019. The profit/net revenue was \$1,470 in 2021, \$822 in 2020 and \$3,159 in 2019. Pepsi told us on 1/24/22 that we have 155 cases left to purchase before we can look at a new contract. So, there is no marketing dollars until a new contract is signed.

Vandalism/Incidents:

We had a few people jump over the fence at the skate park which doesn't open until April 1. We opened the KP tennis and basketball courts last week because the weather was warm.

Ms. Muth said a girl climbed (approximately 8th grade) on the roof at CN today and the police were called. The girl was off the roof when the police arrived.

Miscellaneous:

The January fitness center and walking track report was included in the board packet. The City of Hickory Hills sent a survey to the community for a dog park. There are new questions in the Statement of Economic Interest.

Budget Ordinance:

The totals from the working budget that you received last month are the same as in the budget ordinance. Commissioner Peterson moved, seconded by Commissioner Zalas to approve ORDINANCE 2022-351 MAKING A COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS FOR THE HICKORY HILLS PARK DISTRICT, COOK COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING MAY 1, 2022 AND ENDING APRIL 30, 2023. SECTION 2: The amounts budgeted and appropriated for each object or purpose are as follows:

Summary of Funds Budgeted and Appropriated

	<u>Budget</u>	<u>Appropriation</u>
Corporate Fund	554,700.00	815,100.00

Recreation Fund	1,219,947.00	1,603,500.00
Bond and Interest Fund	621,286.00	642,300.00
Capital Improvement Fund	547,600.00	1,066,000.00
Police Protection Fund	5,500.00	8,100.00
Unemployment Fund	7,000.00	17,500.00
Special Recreation Fund	229,224.00	386,000.00
Total	3,185,257.00	4,538,500.00

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

Commissioner Morgan moved, seconded by Commissioner Zalas to adjourn to the next regular board meeting.

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

The meeting was adjourned at 8:12p.m.

Secretary

ATTEST:

President