

Minutes of the October 21, 2014 Tax Levy Hearing of the Posen Park District Board of Commissioners

Call to Order Pres. Chmielak called the hearing to order at 7:00pm.

Roll Call Present: Ashley Gulli, Mark Murphy, Jody Chmielak, Al Chmielak Absent: None

Reading of Levy Ordinance Director Whitcomb read aloud the levy summary for Ordinance 2014-4 An Ordinance for the Levy of Taxes for the Posen Park District for the Fiscal Year Beginning May 1, 2014 and Ending April 30, 2015.

Public Comment Pres. Chmielak opened the floor for public comments on the tax levy ordinance. There being no comments, Pres. Chmielak closed the floor and called for a motion to adjourn the hearing.

Adjournment Comm. Chmielak moved, seconded by Comm. Gulli, to adjourn the hearing at 7:02pm. All Present voted Aye, motion carried.

*Jody Chmielak
11/18/14*



Minutes of the October 21, 2014 Meeting of the Posen Park District Board of Commissioners

Call to Order Pres. Chmielak called the meeting to order at 7:02pm.

Roll Call Present: Ashley Gulli, Mark Murphy, Jody Chmielak, Al Chmielak **Absent:** None

Pledge of Allegiance The Pledge of Allegiance was recited.

Additions or Revisions to the Agenda The vacant Commissioner position was added to New Business.

Approval of Minutes Pres. Chmielak moved to approve the minutes of September 16, 2014, seconded by Comm. Murphy. All present voted Aye, motion carried.

Pres. Chmielak moved to approve the minutes of June 17, 2014, seconded by Comm. Gulli. All present voted Aye, except Comm. Murphy who abstained, motion carried.

Approve Financial Report & Bills Comm. Chmielak moved to approve the October financial report and payment of bills, seconded by Comm. Murphy. All present voted Aye, motion carried.

Director's Report Director Whitcomb gave his report (Attached) and answered questions on the items. The board elected to table approval of the agreement with Hearne & Associates pending a re-quote for two years of compilation report services followed by a 3rd year audit.

Unfinished Business

Long Term Planning Lists/A.D.A. Plan: No new discussion.

New Business

Comm. Murphy moved, seconded by Comm. Chmielak to approve the architectural services agreement with Cody Braun & Associates. All present voted Aye. Motion carried.

Comm. Chmielak moved, seconded by Comm. Murphy to accept the 2013-14 audit by Hearne & Associates as presented. All present voted Aye, motion carried.

Comm. Chmielak moved, seconded by Comm. Murphy to approve Ordinance 2014-5 An Ordinance Authorizing Disposal of Personal Property Owned by the Posen Park District. All present voted Aye, motion carried.

Comm. Chmielak moved, seconded by Comm. Murphy to approve the expenditure for the removal and transportation of donated rubber safety surfacing from St Pat's School in Lemont by Green-Up not to exceed \$2,700.00. All present voted Aye, motion carried.

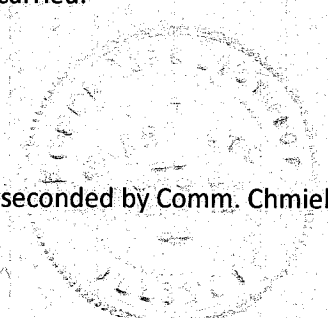
Pres. Chmielak moved, seconded by Comm. Chmielak to appoint Comm. Gulli as Treasurer for the remainder of the 2014-2015 fiscal year. All present voted Aye, motion carried.

Comm. Chmielak moved, seconded by Comm. Gulli to approve the one year grant writer agreement with Whitney Consulting Services. All present voted Aye, motion carried.

Public Comments None.

Executive Session None.

Adjournment Comm. Murphy moved to adjourn at 7:58pm, seconded by Comm. Chmielak. All voted Aye. Motion carried.



Jody Chmielak
11/18/14

Report of the Director of Parks & Recreation October 21, 2014 Board Meeting

Com Ed Property – Attorney Narko is in the process of corresponding with the Board of Review. They have requested a couple of edits to our applications and clarifications on the lease. I have given him the contact information of Stacey at Com Ed. I will be updated once he has anything further on this matter.

ITHA/Therapeutic Park – I have no update on this item at this time. I need to converse again with Mrs. Fehn from the Tollway and secure title commitment on the parcel numbers before we can proceed further.

Sewers/Building Project – The architect has returned price quotations for the building renovation project. I had him quote in stages so that we can proceed accordingly and have the ability to change course on the project if unforeseen costs in the project cost estimate or other circumstances arise. I have enclosed the quotation in the board packets and I am recommending approval at this meeting.

Meetings/Workshops

- I attended the SWSRA meeting on September 17th. The next meeting is tomorrow (postponed 1 week because of the NRPA Conference the majority of the board is attending.)

Activities

- The Jump Rope class is running in Posen School gym for the winter. Currently we are only running on Monday evenings due to gym time availability.
- The Movie in the Park took place on the rain date of October 10th due to weather and grounds conditions on the 3rd. We had an attendance of about 30 people for the screening of Scooby Doo. Reception was positive and attendance for a first time event was great especially considering the reschedule. I plan to run movie screenings next year, although I will probably bump them up into the July/August area. We sold \$46.25 off a limited concessions menu.
- Music in the Park was rescheduled to October 11th because of heavy rain on September 20th. There were approximately 20 people who attended the event. We sold \$22.25 in concessions. Reception was positive and this event will be continued next year with a new music genre. While rain has been a big issue this year with all of our scheduled events, the majority have run and received positive reviews. Hopefully we will have better weather results next year and continue to grow our brand.
- I am going to bring back the Holiday House Decorating Contest this December. The prize will either be a gift card or a picnic permit (have not made final determination). I plan to order yard signs for the top 3 houses.

Park Site 5 – Attorney Narko has secured title insurance and prepared our documentation for turning our land parcel over to the Village. He contacted Peter Murphy from the Village to do the same. The final paperwork on the exchange should be completed at any time.

Fencing Repairs – Do All Fence commenced with the repairs at both parks on October 15th and should be completed within a few days.

Auditor Engagement – Hearne & Associates has responded with price quotations for both the full audit and required financial document filings, and the compilation of financials and required financial document filings. I have enclosed a table with the price comparisons here: We are not required to do a full audit as we do not take

in \$850,000 in annual revenue. The board needs to make a determination. I would ask that the 3 year engagement be selected for the long term price breaks and cost certainties.

	Compilation	Audit
One Year Engagement	\$2,950 - \$3,450	\$5,050 - \$5,350
Two Year Engagement	\$2,750 - \$3,250	\$4,750 - \$5,250
	\$2,950 - \$3,450	\$4,950 - \$5,450
Three Year Engagement	\$2,500 - \$3,000	\$4,550 - \$5,050
	\$2,750 - \$3,250	\$4,750 - \$5,250
	\$3,000 - \$3,500	\$4,950 - \$5,450

Safety Surfacing Acquisition – I received the contact information for the contractor selected for the playground renovation at the school in Lemont. Bernie Schroeder from Green Up has given me a price of \$2,700.00 to retrieve and transport the mulch to us. After speaking with Mike Leonard (project coordinator and Director at Palos Heights Rec Dept.), I have determined the price to be fair, especially since delivered from the manufacturer this quantity of mulch would cost us between \$10,000 and \$12,000. I am asking for approval of this expense at this meeting. The renovation is scheduled to begin in November so we should receive the mulch before Thanksgiving.

Equipment Replacement – The replacement equipment panels for Commissioners Park have been ordered and shipping is currently scheduled for October 22nd.

I am pricing equipping the truck with a plow. I am going to be asking the board to approve this expenditure once I am finished getting the pricing. The truck was ordered with a plow package and in my opinion the snow plow is a necessary equipment addition based on my experience dealing with snow removal last year. The gator plow is an asset, but for time and practicality purposes a plow for the truck is necessary to deal with heavier snow.

Property Disposal Ordinance – I have prepared an ordinance authorizing me to sell the old truck. The board is required to pass an ordinance or resolution to declare and authorize disposal of unneeded property such as vehicles. I am asking for approval of this item tonight so I can proceed with advertising the sale.

Grant Writer – I am bringing a consulting agreement with a grant writer to the board for approval. Kevin Whitney is a former Posen resident with an extensive background in grant writing. I believe the terms he is setting forth for his services are favorable, especially with offering a money back guarantee if he does not bring back at least the costs of the agreement in grant funds. In order to advance the District's capital improvement agenda, we need to seek alternative revenue sources. Mr. Whitney has the experience and political connections to help me obtain those alternative revenues. I am asking the board to approve this one year consulting agreement at this meeting.

Correspondence/Other –