

Minutes of the April 17th, 2017 Meeting of the Posen Park District Board of Commissioners

Call to Order

Board President Jody Chmielak called the meeting to order at 6:30pm at the Park Office on 143rd & Campbell.

Roll Call

Commissioners Present: Karen Klotz, Al Chmielak, Jody Chmielak **Commissioners Absent:** Ashley Gulli

Also Present: TJ Whitcomb – Director of Parks & Recreation

Pledge of Allegiance

The Pledge of Allegiance was recited.

Additions or Revisions to the Agenda None.

Public Hearing on Budget Ordinance 2017-1

Pres. Jody Chmielak called the hearing to order at 6:31pm.

Director Whitcomb read Ordinance #2017-1 An Ordinance Adopting the Combined Annual Budget and Appropriation of Funds for the Posen Park District, Cook County, Illinois for the Fiscal Year Beginning on the First (1st) Day of May 2017 and Ending on the Thirtieth (30th) Day of April 2018

Pres. Jody Chmielak opened the floor for public comment on the ordinance. There being no comments, Pres. Jody Chmielak subsequently closed the floor to public comment.

Comm. Al Chmielak moved to adjourn the public hearing and return to the regular business meeting, seconded by Comm. Karen Klotz. Motion carried with 3 votes Aye, 0 votes Nay, and 1 Absent, and the hearing adjourned at 6:33pm.

Approval of Minutes

Comm. Al Chmielak moved to approve the March 20, 2017 meeting minutes, seconded by Comm. Karen Klotz. Motion carried with 3 votes Aye, 0 votes Nay and 1 Absent.

Approve Financial Report & Bills

Comm. Karen Klotz moved to approve the March financial report and payment of outstanding bills, seconded by Comm. Al Chmielak. Motion carried with 3 votes Aye, 0 votes Nay and 1 Absent.

Director's Report

Director T.J. Whitcomb gave his report (Attached) and answered questions on the items.

- a) Cook County E.A.V.
- b) Office & Sewer Project
- c) Meetings/Activities
- d) Maintenance Items
- e) Park Site #5 Development – After discussion, the recommendation of Director Whitcomb is to go with the low bidder, which is Custom Playgrounds Inc. at \$11,250.00.
- f) Potential Capital Projects & Purchasing Lists – Director Whitcomb will be pricing outdoor fitness equipment through ExoFit and obtaining installation pricing. Director Whitcomb will also be setting up an appointment at Martin Implement to examine new lawnmowers and will obtain pricing as well as trade in quotes.
- g) Online Bills Payment – Director Whitcomb distributed an update of the Bylaws Ordinance. Board members are asked to look this over for possible action at the next meeting.
- h) 4th Qt/Jem Baseball/Posen Baseball Club – After discussion, Jem Baseball will need to have coaches background checked and provide insurance certificate prior to being allowed to use our fields.
- i) Correspondence/Other
 - A resignation letter was received from Comm. Ashley Gulli effective as of tonight's meeting.

Unfinished Business

Long Term Planning Lists/A.D.A. Plan: Nothing at this time.

Park Site #5: Comm. Al Chmielak moved to approve to accept the installation quote for the Park Site 5 playground from Custom Playgrounds Inc., in the amount of \$11,250.00, seconded by Comm. Karen Klotz. Motion carried with 3 votes Aye, 0 votes Nay, and 1 Absent.

Board Vacancy: Nothing at this time.

New Business

Planter Boxes/Park Beautification: Pres. Jody Chmielak discussed the current planters at Zuziak Park along with expanding and building planters at the other parks. After discussion, Director Whitcomb indicated that additional lumber for planters would be purchased and construction would commence as time allows once grass cutting slows down.

Public Comments None.

Executive Session None needed.

Adjournment

Comm. Al Chmielak moved, seconded by Comm. Karen Klotz, to adjourn the meeting at 7:18pm. Motion carried with 3 votes Aye, 0 votes Nay and 1 Absent.

Karen Klotz 5/15/17

Report of the Director of Parks & Recreation April 17th, 2017 Board Meeting

Cook County E.A.V. – No new updates on this item. I have become aware of another issue involving property taxes relating to a Village of Posen owned property that I will discuss at the meeting.

Office & Sewer Project – I have no new communication from Airys on the remaining paperwork. When it is received I will likely have to void and reissue the check as we are coming up on 60 days.

Meetings /Activities

- **SWSRA** – SWSRA meeting is Wednesday April 19th.
- **Egg Hunt** – Saturday April 15th, 9:30am, Memorial Park
- **Posen Park Fest 2017** – Thursday June 1st – Sunday June 4th, Commissioners' Park
- **2017 Circus** – Thursday September 7th, 4:30pm & 7:30pm, Memorial Park
- **Movies in the Park** – Friday June 23 /Monday June 26 & Friday August 18/Sunday August 20, Memorial Park

Maintenance Updates – Jeff has continued with several maintenance projects, including painting and repairing benches, signs, and planters. Joe will be back working as of the middle of this week. Grass cutting and other routine items will be starting around the same time. I was contacted about the fence line, infield, and border/path spraying but have held off on giving an answer until after this meeting. I am thinking no this year.

Park Site #5 Development – I have enclosed 5 vendor quotes for discussion and selection at the meeting.

Potential Capital Projects & Purchasing Lists

- Outdoor Fitness Equipment
- Lawnmower Replacement
- Tree Trimming/Removal/Planting
- Skate Park Expansion
- Zuziak Park

Online Bills Payment – I have enclosed a general update of the bylaws ordinance, with changes indicated by highlights and strike through on items to be removed. The update includes provisions for online bill pay. I am looking for review, discussion, and possible approval at the next meeting.

The 4thQt/Jem Baseball/Posen Baseball Club – Coach Woods has brought up another organization as a possibility to assist him in helping to train/organize a Posen Baseball Club. I will be meeting with them Monday before the meeting. They are going to be looking for field usage time with the idea that they will in turn help with the organizing and training of a Posen club, and that by being seen on the fields it can increase awareness and enthusiasm in the community that we are trying to get a semblance of a sports organization going.

Correspondence/Other

- If you know of any businesses I could notify separately from those who received the newsletter about sponsorship opportunities for Posen Park Fest please give me the contact information
- Signature card was turned in to the bank on Thursday April 13th. We will need to wait a couple weeks before changing the card again to avoid any issues with the latest round of checks that were signed.
- New administration for Village of Posen will be sworn in May 9th. I am looking forward to possible avenues of cooperation between the Village and Park District going forward.
- The first newsletter of 2017 arrived in the mail next week. I aim to have the second newsletter created and mailed mid-May so it is out before the carnival.

TJ White 5/19/2017