

**Minutes of the June 7<sup>th</sup>, 2022 Public Hearing on the Posen Park District  
Fiscal Year 2022-2023 Combined Budget & Appropriation Ordinance**

**Call to Order**

Board President/Commissioner Jody Chmielak called the hearing to order at 6:30pm at the Posen Park District Office at Memorial Park 14200 S. Campbell Avenue in Posen, Illinois.

**Roll Call**

Jody Chmielak	Commissioner/Board President	<b>PRESENT</b>
Al Chmielak	Commissioner/Board Vice President	<b>ABSENT</b>
Karen Klotz	Commissioner/Board Secretary	<b>PRESENT</b>
Phil Perez	Commissioner	<b>PRESENT</b>
Raechel Perez	Commissioner	<b>PRESENT</b>
Terrence (TJ) Whitcomb	Director of Parks & Recreation	<b>PRESENT</b>

**Reading of Ordinance 2022-1**

Director Whitcomb read Ordinance 2022-1: 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 2022 And Ending On The Thirtieth (30th) Day Of April 2023 (See Ordinance for Full Detail).

<b><u>Item Description</u></b>	<b><u>Budget</u></b>	<b><u>Appropriation</u></b>
<b>Anticipated Income By Source</b>		
Property Tax Revenue	\$170,000.00	\$180,000.00
Replacement Tax	\$15,000.00	\$20,000.00
Other Income	\$10,000.00	\$100,000.00
Existing Carryover	\$150,000.00	\$150,000.00
<b>Total Anticipated Income</b>	<b>\$345,000.00</b>	<b>\$450,000.00</b>
<b>Expenses By Fund</b>		
<b>Corporate Fund Total</b>	<b>\$124,000.00</b>	<b>\$150,000.00</b>
<b>Recreation Fund Total</b>	<b>\$48,000.00</b>	<b>\$60,000.00</b>
<b>Joint Recreation Fund Total</b>	<b>\$23,000.00</b>	<b>\$25,000.00</b>
<b>Capital Improvement Fund Total</b>	<b>\$150,000.00</b>	<b>\$215,000.00</b>
<b>Total Expenses All Funds</b>	<b>\$345,000.00</b>	<b>\$450,000.00</b>

**Public Comments** – None

**Adjournment of Public Hearing**

Commissioner Raechel Perez moved to adjourn the meeting at 6:32pm, seconded by Commissioner Phil Perez. Motion carried 4 votes Aye to 0 votes Nay with 1 Absent.

## Minutes of the June 7<sup>th</sup>, 2022 Meeting of the Posen Park District Board of Commissioners

### Call to Order

Board President/Commissioner Jody Chmielak called the meeting to order at 6:32pm at the Posen Park District Office at Memorial Park 14200 S. Campbell Avenue in Posen, Illinois.

### Roll Call

Jody Chmielak	Commissioner/Board President	<b>PRESENT</b>
Al Chmielak	Commissioner/Board Vice President	<b>ABSENT</b>
Karen Klotz	Commissioner/Board Secretary	<b>PRESENT</b>
Phil Perez	Commissioner	<b>PRESENT</b>
Raechel Perez	Commissioner	<b>PRESENT</b>
Terrence (TJ) Whitcomb	Director of Parks & Recreation	<b>PRESENT</b>

### Pledge of Allegiance

The Pledge of Allegiance was recited.

**Additions or Revisions to the Agenda** – None.

### Approval of Meeting Minutes

Commissioner Karen Klotz moved to approve the May 3<sup>rd</sup>, 2022 Meeting Minutes, seconded by Commissioner Raechel Perez. Motion carried 4 votes Aye to 0 votes Nay with 1 Absent.

### Approval of the Financial Report & Payment of Bills

Commissioner Phil Perez moved to approve the Financial Report and Payment of Bills, seconded by Commissioner Karen Klotz. Motion carried 4 votes Aye to 0 votes Nay with 1 Absent.

### Director's Report

Director TJ Whitcomb gave his report and answered questions on the items.

- a) Maintenance Items
- b) Potential Capital Projects & Purchasing Lists
- c) Meetings/Activities
- d) Correspondence/Other

### Unfinished Business

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

### New Business

#### **Approval of Ordinance 2022-1**

Commissioner Phil Perez moved to approve Ordinance 2022-1: 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 2022 And Ending On The Thirtieth (30th) Day Of April 2023, seconded by Commissioner Raechel Perez. Motion carried 4 votes Aye to 0 votes Nay with 1 Absent.

**Public Comments** – None

**Executive Session** – None needed.

### Adjournment

Commissioner Raechel Perez moved to adjourn the meeting at 6:58pm, seconded by Commissioner Karen Klotz. Motion carried 4 votes Aye to 0 votes Nay with 1 Absent.

## Report of the Director of Parks & Recreation June 7<sup>th</sup>, 2022 Board Meeting

### **Maintenance Items**

- I have hired a seasonal maintenance worker who will start the week of the meeting.
- Grass cutting remains the primary task week in and week out and will likely remain so for the next month.
- The bulk of the remaining chips have been moved to Therapeutic Park from Commissioners Park. The remainder is too contaminated with dirt and rock to be moved. Clean up and grading of the area in preparation for dirt and seeding will be performed by maintenance in between grass cutting when time is available.
- I have requested an extension of our credit limit on our fuel card due to rising gas prices bringing us close to the limit in between our monthly invoices. If not approved I may end up needing to send more than one payment a month to keep us from reaching the current \$600 cap on the card.

### **Potential Capital Projects & Purchasing Lists**

- **Possible Future Capital Project Goal List (Funds Permitting)**
  - Top off Safety Surfacing As Needed – **Moved rubber surfacing to Therapeutic/will order wood fibar for Memorial top off**
  - Finishing Pavement Replacement at Memorial Park – **Returned signed quote to Wallys.**
  - ADA access and path to playground & pavilion and additional swings at Commissioners Park – **paving on hold/emailed Imagine Nation regarding approved swing order**
  - Repair Work on Pavillion Roofs, Soffits, & Fascia
  - Plumbing Work & Office/Bathroom Construction in Maintenance Building/Office
  - Furnace Replacement/Possible A/C

### **Meetings /Activities**

- SWSRA – The next SWSRA meeting is June 15, 2022.
- Posen Park Fest Carnival is June 2 – 5. Our break even point after accounting for security, dumpster, and restrooms is roughly \$3,500. Equipment was moved in without issues and Jeff was able to get in one last cut around the equipment on Tuesday so the grass shouldn't be a complete jungle by the end of the event Sunday.
- I have met once with Trustee Lopez about cooperating with the village on some events. Some of what was discussed included a movie for Day Camp, another possible date for a movie at the community center, a party in the park, a bike parade, and a back to school event. I am also looking to firm up a date for the resale and one or two outdoor movies after the carnival is done.
- I have not had a firm commitment from Versiti regarding the Blood Drive at the pancake breakfast. I am looking into other blood drive collection organizations as possibilities as Versiti has become more stringent about their minimums. I am also looking into other organizations for possible pet vaccine clinics as Spay Illinois is not venturing far beyond their offices in Lisle due to staffing.

### **Correspondence/Other**

- I received a routine request for vendor transaction information from SmartProcure
- I am in progress on our financial reporting with Hearne & Associates and our Workers Comp premium audit with Accident Fund.
- First Midwest is changing their online banking portal due to their merger with Old National so there will likely be some additional adjusting on my end to relink the accounts to our Quickbooks.