

Minutes of the September 6th, 2022 Meeting of the Posen Park District Board of Commissioners

Call to Order

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

Roll Call

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

Pledge of Allegiance

The Pledge of Allegiance was recited.

Additions or Revisions to the Agenda – None.

Approval of Meeting Minutes

Commissioner Al Chmielak moved to approve the July 5th, 2022 Regular Meeting Minutes, seconded by Commissioner Phil Perez. Motion carried 4 votes Aye to 0 votes Nay.

Approval of the Financial Report & Payment of Bills

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

Director's Report

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

- a) Maintenance Items
- b) Potential Capital Projects & Purchasing Lists
- c) Meetings/Activities
- d) Thoughts on Possible Logo Modification – Agreed to keep the current logo but also adopt alternative logo for merchandising purposes for cost effectiveness.
- e) FY 2021-2022 Financial Reports
- f) Seal Coating Quotes
- g) Correspondence/Other

Unfinished Business

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

New Business

Discussion/Approval of Fiscal Year 2021-2022 Financial Reports – Commissioner Al Chmielak moved to approve the financial reports as presented, seconded by Commissioner Phil Perez. Motion carried 4 votes Aye to 0 votes Nay.

Seal Coating – Commissioner Al Chmielak moved to approve the quote for seal coating asphalt at Commissioners Park from Pete’s Super Sealer, seconded by Commissioner Phil Perez. Motion carried 4 votes Aye to 0 votes Nay.

Public Comments – None

Executive Session – None needed.

Adjournment

Commissioner Phil Perez moved to adjourn the meeting at 7:01pm, seconded by Commissioner Jody Chmielak. Motion carried 4 votes Aye to 0 votes Nay.

Report of the Director of Parks & Recreation September 6, 2022 Board Meeting

Maintenance Items

- Grass cutting remains the primary task week in and week out.
- Our seasonal worker Rick decided to quit. As of right now I will not be replacing him.
- The electrical cages at Commissioners & Therapeutic Parks have been cleared and fabric and chips placed to inhibit future overgrowth.
- We have had a few more instances of graffiti. Aside from a few random writings in Memorial and Zuziak Park, the rules sign in the northwest corner of Memorial Park by the ballfield, and the restroom unit at Commissioners Park were tagged extensively. The incidents were reported.
- There was an incident at the basketball courts on August 29th. Police took a report of a group of people threatening another person with a gun. Our cameras did not capture any video when I looked upon request from the police. Between the distance, darkness, and the tree obscuring part of the court view there was nothing to see. Nobody entered the courts from the parking lot to pass by the cameras so these people entered from the front entrance on Campbell.

Potential Capital Projects & Purchasing Lists

● Possible Future Capital Project Goal List (Funds Permitting)

- Top off Safety Surfacing As Needed – **Will order wood fiber for Memorial top off**
- Finishing Pavement Replacement at Memorial Park – **Completed August 29th**.
- ADA access and path to playground & pavilion and additional swings at Commissioners Park – **Swing order placed. Projected shipping date of end of October.**
- Repair Work on Pavillion Roofs, Soffits, & Fascia
- Plumbing Work & Office/Bathroom Construction in Maintenance Building/Office
- Furnace Replacement/Possible A/C
- Seal Coating – All Parks – **Obtained Quote for Commissioners Park. Plan for Memorial Park Next Year.**

Meetings /Activities

- SWSRA – The next SWSRA meeting is September 21st. The village let us use the village hall meeting room for the August meeting when it was our turn to host. Thank you to them for the space.
- Events Calendar
 - Movie – Thursday July 7th SING 2 (@Posen Community Center for Day Camp 10am & Dance Group 6:30pm) – Both showings went well (about 50 people at camp and another 35 at the evening showing).
 - Movie – Friday July 22nd CLIFFORD THE BIG RED DOG @Memorial Park 8:30pm – About 30 in attendance which was good for a near 90 degree evening.
 - Movie Friday August 12th – THE BOSS BABY: FAMILY BUSINESS @Memorial Park 8:30pm – About 30 people in attendance. We received a thank you comment on Facebook from a parent.
 - Resale – Saturday September 24th @Commissioners Park 9am – 1pm \$10 setup fee
 - Blood Drive – Sunday October 9th @Posen Village Hall (in partnership w/Fire Dept Pancake Breakfast 8:30-12:30)
 - Flashlight Egg Hunt October 31st @Commissioners Park 7pm
- Illinois Cardinals Soccer is utilizing Commissioners Park on Wednesday evenings and Saturday mornings.

- Midcrest Panthers Football began usage of the park with camp the week of July 25th. They will utilize the park through November. They are selling candy, chips, and drinks out of the concession stand and were able to get the Pepsi cooler operational again.

Thoughts on Possible Logo Modification

- Phil and I had a discussion on possible rebranding with the logo to use on merchandise. The multitude of colors involved with our current logo makes it complicated when ordering items. This will be discussed further at the meeting.

FY 2021-2022 Financial Reports

- I have included the FY 2021-2022 Compilation Report from Hearne & Associates for review. This report will be filed with accompanying documents with the appropriate respective agencies upon approval. The other documents that comprise the FY 2021-2022 Financial Reports are the Treasurer's Report & Statement of Receipts & Disbursements, and the Comptroller A.F.R. document. These are both completed utilizing information from the Compilation Report and I will have both of these at the meeting as I am still waiting on the final revision of the Comptroller A.F.R. and will then draft the other report.

Seal Coating Quotes

- I have obtained a quote from Pete's Super Sealer for the asphalt at Commissioners Park for \$3,500.00 for crack filling, minor patching and seal coating. This asphalt has never been seal coated since installation. I am waiting on a second quote from Pod Seal Coating which I hope to have prior to the meeting.

Correspondence/Other

- I am taking a vacation day on Friday September 2nd and will return to the office on Tuesday September 6th after Labor Day weekend.
- We received a routine FOIA request from SmartProcure for vendor transaction data. This request has been completed.