

## **BOARD MINUTES**

**January 20, 2025**

The regular monthly Board Meeting of the Board of Commissioners was called to order at 7:01pm on January 20, 2025, at the Cynthia Neal Center, 8047 W. 91<sup>ST</sup> Place, Hickory Hills, Illinois.

The following commissioners were present: Czarny, Kosnick, Morgan, Zalas. Absent: Peterson.

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

### **APPROVAL OF MINUTES**

Commissioner Kosnick moved, seconded by Commissioner Czarny, to approve the minutes of December 16, 2024. Ayes: Czarny, Kosnick, Morgan, Zalas. Motion approved.

Director Fullerton asked Attorney Freeman advice on the wording of the meeting minutes for the director interviews.

### **SECRETARY'S REPORT**

Commissioner Zalas received a magazine from the Illinois Association of Park Districts.

### **PUBLIC COMMENT**

Nothing to report.

### **MAINTENANCE REPORT**

Mr. Ingalls presented the maintenance report, and it was placed on file. The electrical components had to be replaced on the new marquee. The original cost of the marquee was \$6,965. It ended up costing \$7,290. They didn't know about the wiring until they got into the project and opened it all up. Commissioner Kosnick asked if there was a discussion about the wiring prior to installation. Mr. Ingalls said it didn't have anything to do with the marquee itself. It was our electrical issue. Once they got into our electrical panel, that is when they saw it. They noticed they needed to add new wiring because the breaker was very old and wouldn't support the new power running through the marquee. They ran a new breaker and grounding wire. It wasn't safe the way it was. Commissioner Kosnick asked about the old bulbs that were mentioned. Mr. Ingalls said it is the HHPD logo/ Sporte section of the marquee, that is the plastic panel on top of the electronic message center, that had old florescent bulbs in it. All the bulbs were burned out. They took that cabinet down and brought it back to their shop and fabricated the LED lights in it so now we don't have to worry about replacing bulbs.

### **RECREATION REPORT**

Mr. Sanchez presented the recreation report, and it was placed on file. Director Fullerton said she just got a text that School District 117 canceled classes for tomorrow due to the cold. Ms. Muth said preschool will be canceled for tomorrow but we will have dance. Mr. Sanchez said Morning and After School will be canceled tomorrow but we will still have the senior luncheon. Ms. Muth said she will put it on our website.

### **ADMINISTRATIVE REPORT**

Ms. Muth presented the administrative report, and it was placed on file. Ms. Muth said preschool registration is increasing so we will add an additional teacher. The dance costumes are being ordered, and a handful came in. Some are trying on costumes now because of competitions coming up. The IMRF/Safety award gift was distributed.

## **TREASURER'S REPORT**

Commissioner Zalas moved, seconded by Commissioner Kosnick, to approve Claim Ordinance 834. Ayes: Czarny, Kosnick, Morgan, Zalas. Motion approved. Commissioner Morgan made note of the Investment Report of December 31, 2024, which includes the US Treasury statement. Director Fullerton said the two CDs expired and we are now getting 3.75% for a nine-month term. Commissioner Morgan moved, seconded by Commissioner Zalas, to approve the Operating Statements for December 31, 2024. Ayes: Czarny, Kosnick, Morgan, Zalas. Motion approved.

## **DIRECTOR'S REPORT**

Director Fullerton changed the lunch time on Friday, at conference, to 11:45am so she can attend the award ceremony. She distributed a new itinerary.

The parent of the person who damaged the fence at Martin Park came in last week and paid \$1,000 in cash.

Director Fullerton described a situation with a man that brought two dogs to the sled hill and said they were service animals. She told the man that she had to call the police to check credentials, and he got very upset and then approached her car while she was waiting for the police to arrive. He was yelling, swearing and pointing so she felt threatened and moved her car and waited for the police. She had to leave for 20 minutes and when she came back, the man entered the building with a dog and two children. After speaking with the police, there is no way of checking for credentials so you will need to allow dogs in the parks and in the buildings. After discussion with the commissioners, it was decided to keep the "No Pet" signs up but not to enforce it. We can still tell people there are no pets allowed in the parks/buildings. If a person says it is a service dog, then you can allow them to stay. The animal doesn't have to have a vest, tags, or anything else so there is no need to check them. If the dogs are barking, biting and attacking, then you can call the police. Director Fullerton said she has seen participants bring dogs into the building during dance and will not say anything anymore to people with dogs if they are in the building or in the parks.

### **Osborne Park OSLAD Grant Construction Project:**

The final OSLAD expense reports have been reviewed by the auditor and have been sent to IDNR. IDNR will complete their review and send the final reimbursement check soon.

### **HVAC Project:**

The bid specs included a start date of 1/1/25 for this HVAC project and an end date of 4/30/25.

Mr. Ingalls said the equipment has been ordered and installation will begin this week. They will start with demolition. There is a lot of removal in the storage room since it was an old fitness center.

### **2024 Vandalism Report:**

Included in the board packet are the vandalism totals from 2010 to 2024. Vandalism increased in 2024 compared to 2023. In 2024, there were three vandalism incidents, and they are as follows: 1) Firework damage at the skate park, 2) Chalk writing on side of the CN building, 3) Teen drove into the fence at Martin Park.

The following are vandalism totals for the last five years:

2024 – 3

2023 - 2

2022 – 5

2021 – 10

2020 – 10

**Splash Pad 2024 Bottom Line Report:**

The following is a recap of three years of the splash pad's gross revenue: \$10,315 for 2024, \$8,430 for 2023 and \$7,620 for 2022. The bottom line for 2024 was -\$15,145, in 2023 it was -\$21,823 and in 2022 it was -\$24,911. A negative amount is always shown due to the allocation of capital items, so the first seven years will have a larger negative balance until the splash pad equipment is depreciated. The number of passes for 2024 was 92, for 2023 it was 80, and for 2022 it was 83. Daily admission revenue was \$8,190 in 2024, \$6,610 in 2023 and \$6,280 in 2022. The revenue for rentals was \$660 in 2024, \$525 in 2023 and \$0 in 2022. Expenses were \$17,049 in 2024, \$23,887 in 2023 and \$26,553 in 2022. The deferral for the features was seven years so those are finished with depreciation. The benches, concrete and fence have two more years since they were 10 years for depreciation. Water was \$833 more than last year (total water \$1,959) and Electric was \$391 less (total electric \$721).

**Proposal Before/After Childcare School District 117:**

Angel Sanchez presented the requirements for the School District 117 new Before/After Childcare program. On Friday, January 3, we received an email from School District 117 that included an outline for a proposal for agencies that are interested in running the Morning/After School program out of the schools. They asked for the agency to be DCFS certified. Upon further investigation, we will be considered as a "DCFS exemption status" from being DCFS certified and can still run the program. The school district will have to accept the "exemption" to run the program. The certification requirement has many standards for the facility that the program is held at, that the school district will need to do. We filled out all the questions in the proposal. Commissioner Zalas asked how they can accept something that is not DCFS certified. If they accept it, it doesn't change the state law pertaining to it. Mr. Sanchez said because they are a school district, they believe DCFS certified is probably the highest standard to run programs, as child day care centers must get that certification from the state. They are setting the standard to be the minimum of this, which is only DCFS. There still are certain criteria to meet for the exemption status. There is a process that is time-consuming because there is a list to qualify to meet, for example, staff ratios, qualifications of staff and the facilities. Additionally, there are facility inspections by DCFS or the State. They must do the facility qualifications no matter what and have to meet that criterion. The school must decide if they want to go that route. Commissioner Czarny asked if it takes a long time to become DCFS certified. Mr. Sanchez said yes. They didn't give a timeframe but gave us an outline. Director Fullerton said it is heavy on the facility. We don't think the school district is realizing what they need to do to prepare their facilities to be DCFS certified. Speaking with other park districts at meetings recently, none of them are DCFS certified, all had After School programs, and some were at the schools. They are not DCFS certified because they don't have nap time, or hot meals but still have snacks. The school will have to do a lot to be DCFS certified and can they get that done by the fall 2025. Commissioner Czarny said there is no nap time at the school district now. Director Fullerton said typically there is no nap time for Morning and After School programs but there are hot meals, and the kitchen will need to be set up for certain things like a three-compartment sink. The reason why we are getting an exemption status is because it is not at our facility. Commissioner Czarny asked if you can have a temporary exemption status and apply for the DCFS certification. Mr. Sanchez said each site must have a DCFS license # and a separate certification for each school. Director Fullerton said they must have a certain number of AEDs, fire extinguishers and pull stations at each facility. They may have to remodel their facilities just like we would have to do at Krueger Park if we

wanted to be DCFS certified. Mr. Sanchez said the play area must be fenced in otherwise you can't go outside. They can hire a day care center that has a DCFS license, but the school will still have to do a lot to their facility for the DCFS license.

**Budget 2025/2026:**

The managers and I have been working on budget preparation in December and January. Budget documents will be ready for the February board meeting so plan on a longer meeting in February.

**Executive Director Search:**

Director Fullerton distributed a benefit sheet for the Executive Director position. It is the same benefits she receives and the same for all the park district employees. Commissioners said to take the job posting off the website.

**Miscellaneous:**

The November fitness center and walking track report are included in the board packet.


Minimum wage increased to \$15 on 1/1/25. Employees hourly rates that were under this amount increased to at least \$15 on 1/1/25.

The Annual Special Event Sponsorship of \$5,000 from Old National Bank was received on 12/11/24.

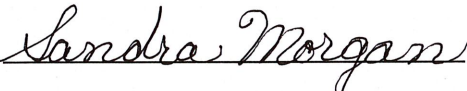
Commissioner Czarny moved, seconded by Commissioner Kosnick, to convene to closed session at 7:53p.m. to discuss agenda item listed as: 2(C)(1) DISCUSSION OF APPOINTMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEE OF THE DISTRICT, INCLUDING HEARING TESTIMONY ON A COMPLAINT LODGED AGAINST AN EMPLOYEE TO DETERMINE ITS VALIDITY. Ayes: Czarny, Kosnick, Morgan, Zalas. Motion approved. Commissioner Peterson arrived at 8:05pm. The commissioners came out of closed session at 9:08pm and resumed the regular meeting.

Commissioner Czarny moved, seconded by Commissioner Peterson, to adjourn to the next regular board meeting. Ayes: Czarny, Kosnick, Morgan, Peterson, Zalas. Motion approved.

The meeting was adjourned at 9:08p.m.

  
Secretary

**ATTEST:**



**President**