



**Hampshire Township Park District
Board of Commissioners
Meeting Minutes
February 19, 2024**

Call to Order:

At 6:30 p.m. Commissioner Looman called the meeting to order.

Commissioners Present: Nathan Looman, Tamara Chiu, Jamie Herrmann, Meagan Tiffany

Commissioners Absent: Jennifer Reid

Staff Present: Laura Schraw - Executive Director, Michael Prill - Recreation Manager, Kim Johnson - Recreation Manager

Commissioner Chiu made a motion to approve the agenda with the addition of item G. Seconded by Commissioner Herrmann. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

Citizens to be Heard: None

Agenda

Consent Agenda

- A. **Approval of January 22, 2024 Meeting Minutes**
- B. **Approval of February 5, 2024 Working Meeting Minutes**
- C. **Approval of payables paid between meetings from 1/23/24 to 2/15/24 in the amount of \$45,344.55.**
- D. **Approval of January 31, 2024 Transfer of Funds within Heartland Bank, from Money Market #9632 to checking account in the amount of \$150,000.00.**
- E. **Approval of February 12,, 2024 Transfer of Funds within Heartland Bank, from Money Market #9632 to checking account in the amount of \$100,000.00.**

Commissioner Herrmann made a motion to approve the Consent Agenda items. Seconded by Commissioner Tiffany. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

Staff Reports and Commissioner and Staff Comments

Were submitted electronically before today's meeting for Commissioner review. Commissioners had an opportunity to ask any clarifying questions.

Old Business

Referendum Discussion: The architect did a great job with public input at the Cocoa Crawl. Stakeholder meetings were held this morning with the architect and we will be looking for a follow up date for the coaches and outside organization groups that were not able to attend at all today. The architect will bring the outcome to the March 4th board meeting.

New Business:

Seyller Park Progress Report: The progress report was attached for review. The playground should be opening soon.

Summer Camp Pricing: Bus pricing went up on average 16%. Staff is looking to keep summer camp cost low by doing more activities in house rather than with an outside contractor. A \$5 weekly fee increase is being requested for approval. Commissioner Herrmann made a motion to approve the Consent Agenda items. Seconded by Commissioner Chiu. Motion passed 4 Ayes, 0 Nays, 0 Abstain.

ETC 2023-2024 Pricing: Staff reviewed the pricing and the analysis of the weekly price versus monthly. With the weekly charge the weekly rate would have had to increase significantly since it is weekly, not monthly. Staff recommends keeping the rates monthly. Minimum wage increase in indicating that staffing costs for ETC will go up approximately \$40,000/annually. Due to this increase, staff recommends a \$30/month increase to ETC fees. Looman asked about capacity at schools. Recreation Manager Johnson stated that HES is full, but GDW and BTE could take additional children. Staff would like to propose that the registration fee after August 1st is increased to eliminate the proration of fees if someone starts after the school year begins.

President Looman recommended adding additional school's out programs for teacher institute days and other days off of school.

Commissioner Tiffany made a motion to approve the following changes, seconded by Commissioner Chiu.

- \$10 increase to registration fees prior to August 1st, after August 1st registration fees are \$170R/\$200NR
- \$10 increase to the punch pass
- \$1 increase to the no notice fee, the late pickup fee and the late notification fee

Executive Session: none.

Adjournment: At 7:50 p.m. Commissioner Tiffany made a motion to adjourn the meeting. Seconded by Commissioner Chiu. Motion passed with 4 Ayes, 0 Nays, 0 Abstain. Next meeting is March 4, 2024.