

AGENDA

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Approval of Agenda
- V. Matters from the Public
- VI. Direction/ Discussion Items
 - a. General Obligation (GO) Park Bond Options Update
 - b. Annual Planning Calendar
 - c. Health Insurance Renewal
 - d. Annual Agency Goals/Executive Director Work Initiatives
 - e. Park District Sport Affiliate Project Process
 - f. Budget and Appropriation Ordinance Draft Review
 - g. Annual Lake Management Consultant Work Plan Review
 - h. Barlina Barn Update
 - i. Memo of Understanding – Crystal Lake Park District and Lake Ecology Advisory Committee
 - j. Lacrosse Wall at Lippold Request
- VII. Matters from the Board
- VIII. Executive Session
 - a. Litigation 2 (c) 11
 - b. Personnel 2 (c) 1
 - c. Sale or Lease 2 (c) 6
 - d. Land Acquisition / Lease 2 (c) 5
 - e. Review of Minutes Including Semi-annual Review to Release 2 (c) 21
- IX. Reconvene
- X. Action from Matters from Executive Session
- XI. Adjourn

Next Park Board Regular Meeting:
May 16, 2024
Administrative Office 6:30pm
Next Committee of the Whole Meeting:
June 6, 2024
Administrative Office 6:30pm

**The public comment portion of the meeting occurs at the time set forth on the meeting agenda. The public comment period is intended to provide an opportunity for individuals to comment on matters related to the Park District. Speakers are limited to three (3) minutes per person during the public comment portion of the meeting, unless extended by the Board at its discretion. The total amount of time allocated for public comments at a particular meeting is 30 minutes unless determined otherwise by the Presiding Officer.*

ADA: In compliance with the Americans with Disabilities Act this and all other meetings of the Crystal Lake District are located in facilities that are physically accessible to those who have disabilities. If additional reasonable accommodations are needed for persons who qualify under the Act as having a "disability", please contact the Park District during normal business hours at 815-459-0680 at least 48 hours prior to any meeting so that such accommodations can be provided.



MEMORANDUM

DATE: April 25, 2024

TO: Board of Commissioners

FROM: Jason Herbster, Executive Director
Tina Becke, Superintendent of Business Services

SUBJECT: G.O. Park Bonds (ARS), Series 2024A

At the April 18, 2024 Board Meeting, the Park Board requested Aaron Gold, V.P. Speer Financial, to compare the options of a Private Placement or a Public Offering for the G.O. Park Bonds (ARS), Series 2024A.

Mr. Gold contacted the local Wintrust Bank, Crystal Lake Bank & Trust Company, N.A. His findings are in the information attached.

Discussion:

With the estimates provided for Net Interest Cost and Cost of Issuance, the savings are within the margin of error to proceed with the Private Placement option.

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From: Aaron Gold <agold@speerfinancial.com>

Sent: Wednesday, April 24, 2024 11:14 AM

To: Tina Becke <tbecke@crystallakeparks.org>; Jason Herbster <jherbster@crystallakeparks.org>

Subject: Crystal Lake PD, GO Park Bonds (ARS), Series 2024A - Private Placement/Public Offering Comparison (4-24-24)

WARNING: This email originated from outside of the Crystal Lake Park District. Do not click links or open attachments unless you recognize the sender's name and email address and know the content is safe.

Hi Jason and Tina,

Per the board's request, I reached out to Wintrust Bank to see what levels they would be able to participate in the direct private placement of your upcoming alternate bond issue. Wintrust provided a preliminary rate indication at a net interest cost of 4.20% this morning. When I plug this rate into your existing model and update the costs accordingly, I get the following results relative to your issue hypothetically pricing in the public markets via a closed competitive sales auction:

(Net/True Int Cost) (All Inclusive Cost) (Cost of Issuance)

Model	Final Maturity	NIC/TIC	AIC	Total COI	Total Debt Service
\$1.5M - Private Placement	12/15/2027	4.20%	4.91%	\$22,563	\$1,669,305
\$1.5M - Competitive Public Offering	12/15/2027	3.52%	4.77%	\$50,753	\$1,664,392

Wintrust, was very accommodating with providing a rate indication. If you decide to continue forward with the public offering, I am scheduled to request the ratings call this week to keep the process moving forward on our current timetable. As these are estimates, I would consider this structure to be feasible under both circumstances. Please feel free to call to discuss further.

Sincerely,

Aaron Gold

Vice President
Speer Financial, Inc.

230 W. Monroe Street, Suite 2630
Chicago, Illinois 60606
agold@speerfinancial.com
847-533-2154 (cell)

The information provided is presented as an aid in decision making. Current and future market conditions and interest rates are subject to change and any information based on such market conditions and interest rates is not guaranteed.

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Speer Financial, Inc.

A federally registered municipal advisor and charter member of the National Association of Municipal Advisors "NAMA" f.k.a. National Association of Independent Public Financial Advisors "NAIPFA".



MEMORANDUM

DATE: April 26, 2024

TO: Park Board of Commissioners

FROM: Jason Herbster – Executive Director

SUBJECT: 2024-2025 Annual Planning Calendar

Attached is the annual planning calendar for Fiscal Year 2024-2025. The calendar includes important dates and events along with standing agenda items and topics that we are currently aware of that will be on agendas during the coming year for Park Board meetings as well as Committee of the Whole meetings. An electronic copy will also be sent to the Board and Department Heads.

RECOMMENDATION:
None. For informational purposes.

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May 2024

<u>COMMITTEE OF THE WHOLE MEETING – 5/2/24</u>	<u>PARK BOARD MEETING - 5/16/24</u>
<ul style="list-style-type: none"> <input type="checkbox"/> Annual Planning Calendar <input type="checkbox"/> Health Insurance Renewal Review <input type="checkbox"/> Develop Annual Agency Goals and Executive Director work initiatives <input type="checkbox"/> Affiliate Projects on Park District Property <input type="checkbox"/> Budget and Appropriation Ordinance Review <input type="checkbox"/> Annual Lake Consultant Work Plan Review <input type="checkbox"/> Barlina Barn Renovation Update <input type="checkbox"/> Lake Ecology Advisory Committee Memo of Understanding <input type="checkbox"/> Lacrosse Wall at Lippold Park 	<p>Agenda Items:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Annual Board meeting <input type="checkbox"/> Swearing in of New Board Members (election years only) <input type="checkbox"/> Board Officer Elections – President and Vice President <input type="checkbox"/> Appointment of Treasurer <input type="checkbox"/> Appointment of Assistant Treasurer <input type="checkbox"/> Appointment of Board Secretary <input type="checkbox"/> Appointment of Legal Counsel <input type="checkbox"/> Appointment of OMA/FOIA Officers <input type="checkbox"/> Board Committee Assignments <input type="checkbox"/> Approval – Brochure Printing Bid <input type="checkbox"/> Approval – Annual Agency Goals and Executive Director work initiatives <input type="checkbox"/> BINA Public Hearing <input type="checkbox"/> Approval – Organizational Chart Revisions
<p><u>OTHER ITEMS</u></p> <ul style="list-style-type: none"> ➤ Fiscal Year Begins May 1, 2024 ➤ Last Day to File Statement of Economic Interest – May 1, 2024 ➤ Update IAPD Database with Board & Staff Information ➤ FOIA/OMA Officer Annual On-line Training ➤ Summer Brochure Delivered to Residents ➤ Open Meetings Act Compensation Posting ➤ Chamber of Commerce Annual Awards Dinner – May 23, 2024 ➤ Update FOIA/Municipal Directory ➤ All Staff Meeting 	



JUNE 2024

COMMITTEE OF THE WHOLE MEETING – 6/6/24

- Resolution – Section 125 Premium Only Plan
- Park Naming Contest Update

*Decennial Committee Meeting #3

PARK BOARD MEETING - 6/20/24

Agenda items:

- Ordinance - Approval of issuance of General Obligation (GO) Alternate Revenue Source (ARS) Bonds (dependent on issuance schedule)
- Resolution – Bank Signatures (if needed)
- Resolution – Section 125 Premium Only Plan

OTHER ITEMS

- Health Insurance Renewal
- Interest Payments Due on General Obligation/Alternate Revenue Source Bonds – June 15, 2024.



JULY 2024

<p><u>COMMITTEE OF THE WHOLE MEETING</u></p> <p>No Committee meeting to be held in July</p>	<p><u>PARK BOARD MEETING - 7/18/24</u></p> <p>Agenda items:</p> <ul style="list-style-type: none"><input type="checkbox"/> Goals – Quarterly Update
<p><u>OTHER ITEMS</u></p> <ul style="list-style-type: none">➤ Independence Day Parade / Fireworks/Grand Marshal Brunch – July 7, 2024➤ Update Fixed Asset Report➤ Board Review of Mission and Vision Statement every 5 years (2026 next review)	



AUGUST 2024

<p><u>COMMITTEE OF THE WHOLE MEETING – 8/1/24</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Tax Levy – Revenue Needs and CPI/New Growth <input type="checkbox"/> IPRA Environmental Report Card Review (every 3 years – 2026 next review) <input type="checkbox"/> Renewal of School District 47 Facility Use IGA (every 4 years – 2027 next renewal) <input type="checkbox"/> Renewal of School District 155 Facility Use IGA (every 3 years – 2025 next renewal) 	<p><u>PARK BOARD MEETING - 8/15/24</u></p> <p>Agenda items:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Bi-Annual Review of Closed Session Minutes
<p style="text-align: center;"><u>OTHER ITEMS</u></p> <ul style="list-style-type: none"> ➤ Fall Brochure Delivered to Residents ➤ All Staff Meeting 	



SEPTEMBER 2024

<p><u>COMMITTEE OF THE WHOLE MEETING – 9/5/24</u></p> <ul style="list-style-type: none"><input type="checkbox"/> Tax Levy – Review Draft and Develop Ordinance	<p><u>PARK BOARD MEETING - 9/19/24</u></p> <p>Agenda Items:</p>
<p><u>OTHER ITEMS</u></p>	



OCTOBER 2024

<p><u>COMMITTEE OF THE WHOLE MEETING – 10/3/24</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Full Time Pay Grade Document Review and Revision (completed every two years, 2024 next review) <input type="checkbox"/> Tax Levy – Review Final Draft, Schedule Public Hearing, Truth in Taxation (if necessary) <input type="checkbox"/> Goals – Quarterly Update 	<p><u>PARK BOARD MEETING - 10/17/24</u></p> <p>Agenda items:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Annual Audit Presentation
<p><u>OTHER ITEMS</u></p> <ul style="list-style-type: none"> ➤ NPRA Annual Conference 10/8/24-10/10/24 Atlanta, GA ➤ Prepare Annual Statement of Receipts and Disbursements ➤ Publish Notice of Availability of Audit Report ➤ BINA Requirements ➤ Audit Performed and dated, filing with Comptroller and EMMA disclosure reporting (SPEER) – October 31, 2024 ➤ Update GATA website with CYFER filing ➤ Rollover Bond Payment Due to Issuing Bank – October 15, 2024 	



NOVEMBER 2024

COMMITTEE OF THE WHOLE MEETING – 11/17/24

- IAPD Annual Meeting Credentials Certificate
- Annual Recommendations - Beach Operations/Boat Decal Sales
- Annual Recommendations - Picnic, Building & Facility Rentals
- Annual Recommendations - Racket Club
- Annual Recommendations – Golf Learning Center
- Annual Recommendations – Hound Town Dog Park
- Ordinance – Annual Roll Over Bonds

PARK BOARD MEETING - 11/21/24

- Agenda Items:
- Adopt Tax Levy Ordinance
 - Approval: Annual Audit proposal (every 3 years, renew after 2027)
 - Approval: IAPD Annual Meeting Credentials Certificate
 - Approval: Annual Recommendations - Beach Operations/Boat Decal Sales
 - Approval: Annual Recommendations - Picnic, Building & Facility Rentals
 - Approval: Annual Recommendations - Racket Club
 - Approval: Annual Recommendations – Golf Learning Center
 - Approval: Ordinance – Annual Roll Over Bonds

OTHER ITEMS

- File Tax Levy Ordinance with County Clerk - No later than last Tuesday of December (December 24, 2024).
- All Staff Meeting
- Request Impact Fees from City



DECEMBER 2024

COMMITTEE OF THE WHOLE MEETING

No Committee meeting to be held in December

PARK BOARD MEETING - 12/12/24

Agenda Items:

- Approval: Annual Notice of Park Board Meeting Dates

OTHER ITEMS

- Send Annual Park Board Meeting Dates to Local Newspaper
- Interest and Principal due on General Obligation/Alternate Revenue Source Bonds – December 15, 2024.
- CLPD Holiday Party at Main Beach – Date TBD



JANUARY 2025

COMMITTEE OF THE WHOLE MEETING – 1/2/25

- Annual Tax Abatement
- 10 Year Capital Project/Replacement Document to Board for Review
- Goals – Quarterly Update

PARK BOARD MEETING - 1/16/25

- Agenda Items:
- Approval: Annual Tax Abatement Ordinance

OTHER ITEMS

- W2 and ACA provided to employees and 1099's provided to vendors no later than January 31, 2025
- File with IRS W2, ACA and 1099 Misc. January 31, 2025
- File with State W2 January 31, 2025
- IAPD/IPRA Annual State Conference January 23-25, 2025 – Hyatt Chicago



FEBRUARY 2025

COMMITTEE OF THE WHOLE MEETING – 2/6/25

- Extended Absence/Succession Procedure Review by Park Board Every 5 years (2028 next review)
- General Practice Manual Review by Park Board Every 5 years (2028 next review)
- Ordinance Manual Review by Park Board Every 5 years (2027 next review)
- Personnel Policy Manual Review by Park Board Every 5 years (2025 next review)
- Park District Policy Manual Review by Park Board Every 5 years (2024 next review)

PARK BOARD MEETING - 2/20/25

- Agenda items:
- Approval: Personnel Policy Manual Review by Park Board Every 5 years (2025 next review)
 - Bi-Annual Review of Closed Session Minutes

OTHER ITEMS

- Last Day to File with County Clerk List of Employees who must File Statement of Economic Interest – February 1, 2025
- Deadline to Input All Budget Numbers into Encode - February 1, 2025
- State of the Community Luncheon – Date TBD
- PDRMA Worker's Compensation Audit - February 28, 2025
- All Staff Meeting



MARCH 2025

<p><u>COMMITTEE OF THE WHOLE MEETING – 3/6/25</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Annual Lake Consultant Proposal Review <input type="checkbox"/> Full Time Job Description Review Every 5 years (2025 next review) <input type="checkbox"/> Part Time Job Description Review Every 5 years (2025 next review) <input type="checkbox"/> Annual Budget Workshop Meeting to take place at Committee of the Whole Meeting 	<p><u>PARK BOARD MEETING - 3/20/25</u></p> <p>Agenda Items:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Approval – Annual Contractual Lawn Mowing Bid <input type="checkbox"/> Approval - Full Time Job Descriptions (2025 next review) <input type="checkbox"/> Approval - Part Time Job Description Review (2025 next review)
<p><u>OTHER ITEMS</u></p> <ul style="list-style-type: none"> ➤ Distribute Executive Director Evaluation Form to Park Board ➤ Begin Annual Employee Performance Reviews ➤ 2025-2026 Proposed Budget Distributed to Park Board for Review 2/20/25 ➤ Annual Budget Workshop Meeting 3/6/25 	



APRIL 2025

<p><u>COMMITTEE OF THE WHOLE MEETING – 4/3/25</u></p> <ul style="list-style-type: none"> <input type="checkbox"/> Annual Budget Amendments <input type="checkbox"/> Aquatic Transfer Authorization <input type="checkbox"/> Board Review of ADA Transition Plan <input type="checkbox"/> Goals – Quarterly Update <input type="checkbox"/> ARS Biennial Bond Issue Presentation – Speer Financial (next issuance 2026) 	<p><u>PARK BOARD MEETING - 4/17/25</u></p> <p>Agenda Items:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Approval –Annual Budget Amendments <input type="checkbox"/> Approval –Aquatic Transfer Authorization <input type="checkbox"/> Approval – ADA Transition Plan <input type="checkbox"/> Public Hearing – Budget and Appropriation <input type="checkbox"/> Approval – Annual Budget and Appropriation Ordinance
<p style="text-align: center;"><u>OTHER ITEMS</u></p> <ul style="list-style-type: none"> ➤ Annual Employee Evaluations Finalized ➤ Annual Executive Director Evaluation ➤ Distribute Annual Planning Calendar to Board and Staff ➤ Update SAM's registration ➤ Publish Notice of Public Hearing on Budget and Appropriation Ordinance 	



MEMORANDUM

DATE: April 26, 2024

TO: Park Board of Commissioners

FROM: Jason Herbster – Executive Director

SUBJECT: Health Insurance Renewal

Staff will be meeting with the Park District's insurance broker on April 29, 2024, to review options for the upcoming health insurance renewal. An update will be provided at the May 2, 2024, Committee of the Whole meeting.

Recommendation:

For informational purposes

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MEMORANDUM

DATE: April 24, 2024

TO: Park Board of Commissioners

FROM: Jason Herbster – Executive Director

SUBJECT: Annual Agency Goals/Executive Director Work Initiatives

As was discussed at the Budget Workshop meeting, the Comprehensive Master Plan will be used to drive the goals of the agency (agency goals). Department goals will be developed by each department of the Park District showing goals outside of the Comprehensive Master Plan that staff are working towards accomplishing throughout the year. In addition to agency and department goals, work initiatives for the Executive Director will also be part of the process and provided as a separate document from the agency and department goals.

Attached are two documents for the Park Board to review. The first is the document that contains the agency and department goals. These goals will be updated quarterly throughout the year with comments and information provided in the status/comments column of the document. The second document is a memo outlining the Executive Director work initiatives for the year. These will also be updated quarterly providing status/comments under each initiative.

Recommendation:

For the Board to review and provide feedback on the process and format and provide consensus to approve at the May Park Board meeting.

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ANNUAL GOALS

PURPOSE

The Crystal Lake Park District develops a list of Agency and Department goals on an annual basis that supports the direction of the agency based on the Comprehensive Master Plan, Capital Improvement/Replacement schedules and other important items that are based on community feedback, Board and staff observations, industry standards and fiscal opportunities.

LEADERSHIP TEAM

Jason Herbster, CPRP – Executive Director

Tina Becke – Superintendent of Business Services

Amy Olson – Manager of Planning and Development

Jenny Leech – Superintendent of Marketing and Communication Services

Kurt Reckamp, CPRP – Superintendent of Recreation and Facility Services

Erik Jakubowski, CPRP - Superintendent of Park Services

ONGOING ANNUAL OBJECTIVES

- Safety of all patrons, employees and guests
- Operate within the approved budget
- Follow all required policies and procedures
- Comply with all local, state and federal regulations
- Ongoing public outreach to gain feedback regarding programs, facilities and operations to help prepare and place future goals and strategy

MISSION

To enrich all lives through recreation, parks and nature

VISION

To create welcoming, vibrant and valued spaces that connect our community to recreation, nature and each other.



GUIDING PRINCIPLES

At the Crystal Lake Park District, we are committed to the following guiding principles in which key goals and objectives will align:

- **Customer Experience**
The District strives to deliver exceptional experiences with every interaction that our customers have with our people, places, and processes. We look for opportunities to exceed the needs of our patrons, visitors and staff.
- **Diversity, Equity, and Inclusion**
The District strives to be an ally to all the communities we serve.
- **Innovation**
The District pursues innovation in our parks, facilities, programs and operations.
- **Integrity**
The District acts with honesty and integrity to build trust and provide transparency with our community, Board, and staff.
- **Public Engagement**
The District encourages involvement from the community in our planning and decision-making processes while effectively communicating updates about our services and operations.
- **Safety**
The District provides safe and healthy environments in which to work, play and live.
- **Stewardship**
The District, guided by sound financial principles, recognizes the cultural, historical, environmental, and conservation significance of the assets under our trust.
- **Teamwork**
The District fosters positive working relations internally and collaborates with local governments and organizations for effective use of resources.

2023-2028 MASTER PLAN OBJECTIVES

The result of the 2023-2028 Comprehensive Master Planning process were the following objectives to be used to guide the Park District:

- 1) Improve Existing Park Assets to Meet Community Expectations
- 2) Expand Offerings at Existing Parks to Better Serve the Community
- 3) Address Underserved Areas and Demographics within the District
- 4) Evaluate Additional Indoor Space Offerings and Expansion
- 5) Preserve and Improve Existing Relationships
- 6) Continue Emphasis on Environmental Preservation and Ecology
- 7) Expand and Improve Program and Event Offerings

RECREATION

<u>Goal</u>	<u>Agency or Dept Goal</u>	<u>Department</u>	<u>Status/Comments</u>
A. Review/Update Department Organizational Structure and Responsibilities	Dept	Recreation	
B. Establish Cost Recovery Model For Program Fee Analysis	Dept	Recreation	
C. Improve Program and Facility Reporting For Fact Based Decision Making	Dept	Recreation	
D. Analyze Affiliate Structure and Processes	Dept	Recreation	
E. Review and Potentially Adopt New Program and Facility Behavior Management Policies	Dept	Recreation	

PARKS

<u>Goal</u>	<u>Agency or Dept Goal</u>	<u>Department</u>	<u>Status/Comments</u>
A. Establish List of Park Renovations to be completed	Agency	Park Services	
B. Maintain Lake Health Monitoring Plan	Agency	Park Services	
C. Establish Neighbor sewer hookup connection	Dept	Park Services	
D. Review/ Update procedure Manuals review/updates	Dept	Park Services	
E. Review/Update preventative maintenance standards, procedures, tracking	Dept	Park Services	
F. Establish ownership of site utilities at Shamrock Hills	Dept	Park Services	
G. Establish natural area improvement priorities	Dept	Park Services	

FACILITY

<u>Goal</u>	<u>Agency</u> <u>Dept</u> <u>Goal</u>	<u>Department</u>	<u>Status/Comments</u>
A. Evaluate and Prioritize Maintenance Facility Improvements	Dept	Park Services	
B. Develop plan for new maintenance facility	Agency	Park Services	
C. Explore Shamrock Hills options and potential Improvements	Agency	All Departments	
D. Conduct Facility Feasibility Study to Determine Indoor Space Needs	Agency	Recreation Services	
E. Conduct Facility Feasibility Study for New Indoor/Outdoor Aquatic Facility	Agency	Recreation Services	
F. Conduct Facility Feasibility Study for New Fitness Center / Indoor Walking Track	Agency	Recreation Services	
G. Conduct Facility space needs for Administrative Building	Agency	All Departments	

BUSINESS

<u>Goal</u>	<u>Agency or Dept Goal</u>	<u>Department</u>	<u>Status/Comments</u>
A. Fund Lippold Park Improvements	Agency	Business Services	
B. Fund remaining phase of Main Beach Improvements	Agency	Business Services	
C. Fund West Beach Improvements	Agency	Business Services	
D. RFP for audit services	Dept	Business Services	
E. Five-year financial plan	Dept	Business Services	
F. Manager of Business Services hire	Dept	Business Services	

MARKETING

<u>Goal</u>	<u>Agency or Dept Goal</u>	<u>Department</u>	<u>Status/Comments</u>
A. Continue to increase marketing, branding, and awareness with a focus on enhanced signage at parks and facilities	Dept	Marketing	
B. Analyze current marketing approach to determine which methods produce the best results	Dept	Marketing	
C. Enhance current marketing initiatives, research current trends (digital, print, social media) and utilize if they fit the needs of our community	Dept	Marketing	
D. Continue to improve website content and stay on top of accessibility needs	Dept	Marketing	
E. Continue to connect and build relationships with community organizations, businesses, schools, governmental leaders, the media, and patrons	Dept	Marketing	

<p>F. Contribute to internal Park District marketing efforts and employee morale with the development of employee onboarding kits and continued management of employee branding apparel</p>	<p>Dept</p>	<p>Marketing</p>	
<p>G. Determine the best options to expand District's marketing to creatively and better target various age groups with a high priority placed on reaching Teens</p>	<p>Dept</p>	<p>Marketing</p>	
<p>H. Communicate the benefits and mission of the Crystal Lake Park District to all residents</p>	<p>Dept</p>	<p>Marketing</p>	
<p>I. Support Recreation Department goals of fiscally responsible community wide special events through securing of business sponsorships</p>	<p>Dept</p>	<p>Marketing</p>	
<p>J. Foster a sense of community through increased use of program and event photos and videos in marketing communications</p>	<p>Dept</p>	<p>Marketing</p>	

<p>K. Create and oversee marketing plan for the Haligus Road Park Project to include naming contest, project updates to community, branding, and on-site signage (interpretive and identity) and opening event planning and beyond</p>	<p>Dept</p>	<p>Marketing</p>	
<p>L. Collaborate with the Crystal Lake Park District Police Department Police Chief to develop an awareness and identity campaign for the police department</p>	<p>Dept</p>	<p>Marketing</p>	
<p>M. Collaborate with Manager of Natural Resources to increase public awareness of environmental restoration and preservation efforts of the Crystal Lake Park District</p>	<p>Dept</p>	<p>Marketing</p>	
<p>N. Communicate and meet regularly with Park District Facility Managers, Recreation Supervisors and Department Heads to stay on top of their marketing needs and address any</p>	<p>Dept</p>	<p>Marketing</p>	

marketing challenges they may encounter		Marketing	
<input type="radio"/> Research alternatives to print activity guide production and mailing to include survey of other park districts to evaluate implications on program registration numbers for those that no longer print guides	Dept	Marketing	
P. Improve Marketing and Community Outreach	Agency	Marketing	
Q. Organize Volunteer Community Groups	Agency	Marketing / Recreation Services	

CUSTOMER SERVICE

<u>Goal</u>	<u>Agency or Dept Goal</u>	<u>Department</u>	<u>Status/Comments</u>
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CULTURE/EDUCATION/DEVELOPMENT

<u>Goal</u>	<u>Agency or Dept Goal</u>	<u>Department</u>	<u>Status/Comments</u>
A. Explore resource-sharing opportunities between agencies	Agency	All	
B. Explore Art exhibits and displays opportunities throughout park	Dept	Park Services / Recreation Services	

PLANNING, IMPROVEMENT AND DEVELOPMENT

<u>Goal</u>	<u>Agency or Dept Goal</u>	<u>Department</u>	<u>Status/Comments</u>
A. Implement Park Improvement Plan for Canterbury Park	Agency	Park Services	
B. Update Playground Renovation Schedule for Priority Group A	Agency	Park Services	
C. Update Shelter Renovation and Addition Schedule for Priority Group A	Agency	Park Services	
D. Design and Engineer remaining phase of Main Beach Improvements	Agency	Park Services / Recreation Services	
E. Design and Engineer Lippold Park Improvements	Agency	Park Services / Recreation Services	
F. Conduct Field and Court Assessment Study	Agency	Park Services	
G. Explore expanded parking options at Main Beach	Agency	Park Services / Recreation Services	
H. Master Plan Lippold Park Improvements	Agency	Park Services /	

			Recreation Services	
I. Conduct ADA Improvement Study Along with current transition plan	Agency		Park Services	
J. Bid and Construct Haligus Rd Park Improvements per 2022 Master Plan	Agency		Park Services	
K. Re-evaluate existing master plan for Sunset Meadows	Agency		Park Services / Recreation Services	
L. Bid and Construct remaining phase of Main Beach Improvements	Agency		Park Services	
M. Bid and Construct Lippold Park Improvements	Agency		Park Services	
N. Develop Park Improvement Plan for West Beach	Agency		Park Services / Recreation Services	
O. Master Plan Veteran Acres Park Improvements	Agency		Park Services / Recreation Services	
P. Evaluate Skate Park redevelopment options	Dept		Park Services	
Q. Develop trail system	Agency		All	
R. Evaluate Dog Park usage/needs for renovations	Dept		All	



MEMORANDUM

DATE: April 24, 2024
TO: Park Board of Commissioners
FROM: Jason Herbster - Executive Director
SUBJECT: Executive Director Fiscal Year 2024-2025 Work Initiatives

Planning, Development and Projects

- Haligus Park Development Oversight
- Barlina Barn Restoration Project

Recreation

- Review of Departmental Procedure Manuals

Finance

- Boat Decal Sales and Process Oversight
- Development of Cost Recovery Process Model
- Review of Departmental Procedure Manuals
- Assist in the hiring of the Manager of Business Services Position

Parks

- Lake weed harvesting oversight
- Review of Departmental Procedure Manuals

Marketing

- Haligus Road Park Naming Policy

Community Outreach, Intergovernmental Relationships and Park District Image

- Chamber Ambassador
- Local Leaders Group
- Develop potential opportunities to work with D155 Business and Marketing classes that benefit the students and the Park District

Administration and Management

- Comprehensive Master Plan Initiative oversight
- Park District Policy Manual - 5 Year Update
- Lake Ecology Advisory Committee – Memo of Understanding
- Local Election Official Responsibilities for the April 2025 Consolidated Election

Personal

- Renewal of Certified Park and Recreation Professional certification
- Serve on IAPD/IPRA Distinguished Accreditation Committee
- Mentor Huntley Park District and Rolling Meadows Park District through the Distinguished Accreditation process
- IAPD/IPRA State Conference Session Presentation on Distinguished Accreditation

Serving the Residents of Crystal Lake and Lakewood

1 E. CRYSTAL LAKE AVE CRYSTAL LAKE IL 60014 815.459.0680 CRYSTALLAKEPARKS.ORG

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Memorandum

DATE: April 25, 2024

TO: Park Board of Commissioners

FROM: Kurt Reckamp – Superintendent of Recreation Programs and Facility Services

SUBJECT: Park District Sport Affiliate Projects

Pursuant to the Crystal Lake Park District Affiliate Agreement, each organization agrees to adhere to specified stipulations for any projects undertaken on Park District property. These organizations will collaborate with the appropriate Park District staff members, determined by the nature and extent of the work.

The agreement outlines the improvements to Park District property as follows:

Use of Park District Property and Property Improvements

- a. The Affiliate Group shall notify, in writing, the Park District when planning the development or improvement of Park District property including, but not limited to, the installation or relocation of backstops, fencing, benches, storage/concession facilities and flagpoles.
- b. Any improvements shall be the sole property and exclusive possession of the Park District.
- c. The Park District must approve all plans for development or improvement of Park District areas before the Affiliate Group can begin construction on projects.
- d. The Affiliate Group must obtain all necessary permits prior to the beginning of construction. The Park District will aid the Affiliate Group in obtaining the necessary permits.
- e. Failure to follow these guidelines will place the Affiliate Group in jeopardy of both losing their affiliate status and the privilege of utilizing Park District property.
- f. The Affiliate Group will be solely responsible for the cost of such improvements that are requested or required by the Park District. Financial or other assistance requests of the Park District by the Affiliate Group will be reviewed on a case-by-case basis.

RECOMMENDATION:

For discussion purposes.

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MEMORANDUM

DATE: April 22, 2024

TO: Board of Commissioners

FROM: Jason Herbster, Executive Director
Tina Becke, Superintendent of Business Services

SUBJECT: 2024/2025 Budget and Appropriation Ordinance Draft Review

Attached is the final draft of the Crystal Lake Park District Budget and Appropriation Ordinance and Certification of Estimate of Revenues for the 2024/2025 budget & fiscal year.

The combined budgeted decrease in fund balance is \$8,009,699. This budget includes projects and equipment purchases delayed from the previous budget along with the new park development on Haligus Road.

Discuss:

Ordinance 24.25.xx, A Combined Annual Budget and Appropriation, as presented.

Serving the Residents of Crystal Lake and Lakewood

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ORDINANCE 23.24.xx

AN ORDINANCE ADOPTING A COMBINED ANNUAL BUDGET AND APPROPRIATING SUCH SUMS OF MONEY AS MAY BE DEEMED NECESSARY TO DEFRAY ALL NECESSARY EXPENSES AND LIABILITIES OF THE CRYSTAL LAKE PARK DISTRICT, CRYSTAL LAKE, ILLINOIS, FOR THE FISCAL YEAR BEGINNING MAY 1, 2024 AND ENDING APRIL 30, 2025, AND SPECIFYING THE OBJECTS AND PURPOSES FOR WHICH SUCH APPROPRIATIONS ARE MADE, AND THE AMOUNT APPROPRIATED FOR EACH OBJECT OR PURPOSE

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CRYSTAL LAKE PARK DISTRICT:

SECTION I.

- A. The Board has heretofore caused to be prepared a combined Annual Budget and Appropriation Ordinance in tentative form, which Ordinance has been conveniently available for public inspection for at least thirty (30) days prior to final action thereon; and
- B. A public hearing was held at the Crystal Lake Park District's office located at 1 East Crystal Lake Avenue, Crystal Lake, Illinois on the 16th day of May 2024 on said Ordinance, notice of said hearing having been given at least one (1) week prior to such hearing by publication in the Northwest Herald, a newspaper published within the Park District; and
- C. That all other legal requirements for the adoption of the Annual Budget and Appropriation Ordinance of the Park District for the fiscal year beginning May 1, 2024 and ending April 30, 2025 have heretofore been performed.

SECTION II.

As part of the annual budget, it is stated:

- A. That the estimated cash on hand at the beginning of the fiscal year is \$12,754,895.
- B. That the estimated cash expected to be received during the fiscal year from all sources is \$20,381,183.
- C. That the estimated expenditures contemplated for the fiscal year are \$28,390,882.
- D. That the estimated cash expected to be on hand at the end of the fiscal year is \$4,745,196.
- E. That the estimated amount of taxes to be received by the CRYSTAL LAKE PARK DISTRICT during the fiscal year is \$8,955,900.

SECTION III.

That the total amount of \$28,390,882 is hereby budgeted and the total amount of \$32,649,514 or so much thereof as may be authorized by law, is hereby appropriated for the corporate and special purposes of the CRYSTAL LAKE PARK DISTRICT, as hereinafter specified for the fiscal year beginning May 1, 2024, and ending April 30, 2025.

Crystal Lake Park District

Amounts Budgeted and Appropriated: 2024-2025

	Budgeted	Appropriated
<u>A. General Fund</u>		
Salaries and Wages	2,296,772	2,641,288
Contractual Services	1,471,289	1,691,982
Commodities	381,476	438,697
Insurance	346,835	398,860
Uncapitalized Improvements	523,500	602,025
Maintenance and Repairs	-	-
Operating Transfer	924,425	1,063,089
Other Expenses	465,090.00	534,854
Debt Services	-	-
	<hr/>	<hr/>
TOTAL	\$ 6,409,387	\$ 7,370,795
<u>B. Recreation Fund</u>		
Program Salaries and Wages	1,478,909	1,700,745
Program Contractual Services	613,062	705,022
Program Commodities	183,010	210,461
Salaries and Wages	1,965,048	2,259,805
Contractual Services	416,992	479,540
Commodities	229,924	264,413
Insurance	487,825	560,999
Uncapitalized Improvements	99,400	114,310
Maintenance and Repairs	-	-
Other Expenses	278,875	320,706
	<hr/>	<hr/>
TOTAL	\$ 5,753,044	\$ 6,616,000
<u>C. IMRF</u>		
Contractual Services	365,845	420,722
	<hr/>	<hr/>
TOTAL	\$ 365,845	\$ 420,722
<u>D. Liability Fund</u>		
Salaries and Wages	-	-
Contractual Services	6,000	6,900
Commodities	2,000	2,300
Insurance	207,790	238,959
	<hr/>	<hr/>
TOTAL	\$ 215,790	\$ 248,159

	Budgeted	Appropriated
<u>E. Bond and Interest Fund</u>		
Other Expenses	139,181	160,058
Bond and Debt Services	2,567,089	2,952,152

TOTAL	\$ 2,706,270	\$ 3,112,211
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F. Audit

Contractual Services	29,950	34,443
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TOTAL	\$ 29,950	\$ 34,443
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G. Special Recreation Fund

Salaries and Wages	250,000	287,500
Contractual Services	-	-
NISRA Contribution	319,510	367,437
Other Expenses	602,585	692,973

TOTAL	\$ 1,172,095	\$ 1,347,909
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H. Natural History Fund

Program Salaries and Wages	23,100	26,565.00
Program Contractual Services	700	805.00
Program Commodities	7,700	8,855.00
Salaries and Wages	241,681	277,933.15
Contractual Services	18,215	20,947.25
Commodities	22,650	26,047.50
Insurance	46,000	52,900.00
Uncapitalized Improvements	750	862.50
Other Expenses	925	1,063.75

TOTAL	\$ 361,721	\$ 415,979
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I. Lake Usage Decals Fund

Contractual Services	43,585	50,122.75
Commodities	700	805.00
Other Expenses	29,715	34,172.25

TOTAL	\$ 74,000	\$ 85,100
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	Budgeted	Appropriated
<u>J. Aquatic Fund</u>		
Program Salaries and Wages	25,118	28,885
Program Contractual Services	7,375	8,481
Program Commodities	3,882	4,464
Salaries and Wages	329,126	378,494
Contractual Services	5,350	6,153
Commodities	71,117	81,785
Maintenance and Repairs	2,750	3,163
Other Expenses	20,415	23,477

TOTAL	\$ 465,132	\$ 534,901
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<u>K. Food Service</u>		
Salaries and Wages	48,684	55,987
Contractual Services	4,800	5,520
Commodities	97,790	112,459
Maintenance and Repairs	-	-
Other Expenses	1,550	1,783

TOTAL	\$ 152,824	\$ 175,748
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<u>L. Capital Projects</u>		
CERF Other Expenses	-	-
Contractual Services	880,000	1,012,000
Projects	8,156,200	9,379,630

TOTAL	\$ 9,036,200	\$ 10,391,630
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<u>M. Driving Range Fund</u>		
Salaries and Wages	44,651	51,349
Contractual Services	22,565	25,950
Commodities	17,350	19,953
Uncapitalized Improvements	21,500	24,725
Maintenance and Repairs	11,000	12,650
Other Expenses	121,775	140,041
Pro Shop	-	-

TOTAL	\$ 238,841	\$ 274,667
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	Budgeted	Appropriated
<u>N. Racket Club Fund</u>		
Program Salaries and Wages	11,025	12,679
Program Contractual Services	-	-
Program Commodities	500	575
Salaries and Wages	873,089	1,004,052
Contractual Services	140,723	161,831
Commodities	52,301	60,146
Insurance	80,000	92,000
Uncapitalized Improvements	96,921	111,459
Maintenance and Repairs	45,650	52,498
Other Expenses	64,073	73,683
Pro Shop	45,503	52,328
	<hr/>	<hr/>
TOTAL	\$ 1,409,784	\$ 1,621,251

BUDGET AND APPROPRIATION SUMMARY

	BUDGETED	APPROPRIATED
General Fund	6,409,387	7,370,795
Recreation Fund	5,753,044	6,616,000
IMRF	365,845	420,722
Liability	215,790	248,159
Bond and Interest	2,706,270	3,112,211
Audit	29,950	34,443
Special Recreation	1,172,095	1,347,909
Natural History	361,721	415,979
Lake Usage Decals	74,000	85,100
Aquatic	465,132	534,901
Food Service	152,824	175,748
Capital Projects	9,036,200	10,391,630
Driving Range	238,841	274,667
Racket Club	1,409,784	1,621,251
	<hr/>	<hr/>
GRAND TOTAL ESTIMATED EXPENDITURES AND TOTAL APPROPRIATIONS	28,390,882	32,649,514

SECTION IV.

Each of said sums of money and the aggregate thereof are deemed necessary by this Board to defray the necessary expenses and liabilities of the District during the fiscal year beginning May 1, 2024 and ending April 30, 2025 for the respective purposes set forth.

All unexpended balances of the appropriation for the fiscal year ended April 30, 2024 and prior years are hereby specifically reappropriated for the same general purpose for which they were originally made and may be expended in making up any insufficiency of any other items provided in this appropriation ordinance, in making this appropriation in accordance with applicable law.

SECTION V.

The receipts and revenues of the Crystal Lake Park District derived from sources other than taxation and not specifically appropriated, and all unexpended balance from the preceding fiscal year not required for the purposed for which they were appropriated and levied, shall constitute the General Fund and shall be placed to the credit of such fund.

SECTION VI.

This ordinance shall be in full force and effect from and after its passage and approval and publication as required by law.

Approve:

President

Attest:

Secretary

Passed: _____

Approved: _____

THE CERTIFICATION OF ESTIMATE
OF REVENUES FOR FISCAL YEAR ENDING APRIL 30, 2025

Following are the anticipated revenues of the Crystal Lake Park District for its fiscal year beginning May 1, 2024 and ending April 30, 2025:

SOURCE

Real Estate Taxes	8,820,900
IL Replacement Taxes	135,000
Grants	697,700
Program Revenue	3,131,917
User Fees	332,765
Debt Proceeds	2,819,360
Interfund Transfer	1,353,321
Interest Income	96,200
Operations Income:	
Driving Range	228,592
Racket Club	1,494,805
Developer Donations	600,000
Miscellaneous	<u>670,623</u>
Total	\$ 20,381,183

I hereby certify that I am the Treasurer of the Crystal Lake Park District and that the above figures are a true and accurate estimate of the District's anticipated revenues.

Treasurer
CRYSTAL LAKE PARK DISTRICT



MEMORANDUM

DATE: April 24, 2024

TO: Park Board of Commissioners

FROM: Jason Herbster - Executive Director

SUBJECT: Annual Lake Management Consultant Proposal

Attached is the Annual Lake Management proposal from Hey and Associates for work to be conducted on Crystal Lake for 2024. It is straight forward and nothing new has been proposed. The work described is the annual work needed to maintain and monitor the lakes' health. The proposal reflects an increase in lab fees, chemicals prices and a slight increase in Heys fees.

RECOMMENDATION:
For review and discussion.

Serving the Residents of Crystal Lake and Lakewood

1 E. CRYSTAL LAKE AVE CRYSTAL LAKE IL 60014 815.459.0680 CRYSTALLAKEPARKS.ORG

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Hey and Associates, Inc.

Engineering, Ecology and Landscape Architecture

26575 W. COMMERCE DRIVE, SUITE 601

VOLO, ILLINOIS 60073

PHONE (847) 740-0888

FAX (847) 740-2888

April 9, 2024

Mr. Jason Herbster
Executive Director
Crystal Lake Park District
1 E. Crystal Lake Avenue
Crystal Lake, Illinois 60014

Project No.: 24-0038

Re: Lake Consulting Scope of Services – 2024

Dear Jason:

Thank you for this opportunity to provide the Crystal Lake Park District (CLPD) with this proposal for the 2024 Lake Consulting Scope of Services for your consideration. The tasks outlined in this scope are supported by the conclusions and recommendations of the Crystal Lake Clean Lakes Phase 1 Plan, past recommendations generated from the CLPD Board, comments from annual lake meetings, stakeholder input, Lake Discovery Day events, and suggestions from the Lake Advisory Committee (LAC) through CLPD Administration throughout the past year.

We look forward to our continued partnership with CLPD and all interested parties, with the ongoing assessment and management of Crystal Lake proper and its watershed. Continuing to actively study and manage the lake environs signifies the ongoing commitment and leadership CLPD provides to help ensure Crystal Lake remains one of the cleanest and healthiest lakes in the State of Illinois.

Our scope of work for each of the identified tasks is described below. Estimated costs for each task are summarized in Table 1.

SPECIAL TECHNICAL STUDIES

BATHYMETRIC AND SOFT SEDIMENT SURVEY OF NORTHERN AREA IN WEST BAY

We will continue the bathymetric and soft sediment surveys of the northern area in West Bay for the purpose of recording and quantifying the amount of organic material that has been deposited in that area. The depth and limits of deposited material collected using manual and sonar technology will be used demonstrate that the herbicide treatments and harvesting operations are generally working to not only improve the quality of rooted plant communities, but also to prevent additional organic material build-up on the lake bottom. This data can be compared with previous bathymetric surveys to document how much the lake bottom and water depths have changed over the past several years. We will also work to ascertain whether the observed sediments are increasing in depth over time, and if so if they are being derived from within the lake itself, from external sources, or both.

In addition to the soft sediment survey outlined, we propose the continuation of mapping the entire lake using sonar technology. This task would include traversing the entire lake, prior to any significant vegetation growth, with the purpose of updating the lake bathymetric map. The last full-lake mapping effort happened in approximately 2008, however, since then, various areas around the lake have been scanned as vegetation growth has allowed.

ADDITIONAL OFFICES IN CHICAGO, ILLINOIS AND RICHLAND CENTER, WISCONSIN

ONGOING LIPPOLD OUTLET SAND FILTER ASSESSMENT

The sand filter that was put in place at the Lippold Wetland Complex outlet roughly 20 years ago is due to be assessed for its current functionality. Over time, these devices can become plugged with sediment and/or organic material deposition, which may cause the filter to underperform or outright stop functioning. We propose to re-review the design plans, update field measurements, and conduct a field survey to determine the current status of this filter. We will prepare a memorandum that will document our findings and any recommended maintenance tasks. This task was outlined in the 2022 and 2023 Scope, when preliminary field assessments were performed, but final full assessment was held to allow for the gathering and assessment of ongoing Lippold sediment data, largely completed and assessed through 2023. This task will be completed in 2024.

SPECIAL MANAGEMENT AND CAPITAL IMPROVEMENT

LIPPOLD PARK DISCHARGE SAMPLING PHASE 2 DISCUSSIONS

We understand ongoing concerns with sediment in the channel leading to West Bay that conveys the piped outlet from Lippold Park may persist. In 2023, we reviewed historical data, articles, and reports pertaining to the discharge from Lippold and as a result of that review, wrote an opinion on CLPD's behalf in response to those issues. This task is a placeholder should CLPD need to discuss further data review, a second phase sampling protocol or any other data-gathering operation appropriate for supporting CLPD in determining a conclusion. This will not be billed if no work is conducted.

MONITORING AND MANAGEMENT PROGRAMS

AQUATIC MACROPHYTE SURVEYS

Aquatic macrophyte surveys will be completed in spring and mid to late summer in 2024. In past years, the entire lake perimeter, thirty-seven transects, each with six sampling locations, were surveyed and mapped, consistent with previous years dating back to 2005. In 2024, we propose to keep the individual transects along the north and south sides of the lake but alter the sampling locations in West Bay as well as at the east end of the lake, adjacent to Main Beach. We propose to utilize a point intercept method of sampling in these areas to get a much more detailed look at the vegetation and the effects the 2022 ProcellaCOR™ treatments, aimed at Eurasian water milfoil stands, on the east and west ends, as those locations had significant growth prior to that treatment. Point intercept is a method of collecting data using a grid pattern of equal spacing as opposed to the transect method historically used around the entire lake.

As in years past, we will deploy a drone to assist with the mapping of seasonal plant distribution. Additionally, we may conduct boat-mounted sonar operations to gather very specific, detailed location data to enhance data collected from the manual methods. This mapping will be used to verify the plant densities observed during the macrophyte surveys. It will also give us a clear picture of the exact areas that may require treatments of invasive species and to assess the effectiveness of the large-scale treatment to eradicate the non-native milfoil plant, in its third year of potential effectiveness. The spring survey data will be used to identify priority areas to be treated with herbicides. The mid to late summer survey identifies the effectiveness of the most recent herbicide applications. The results will be mapped with GIS or proprietary sonar processing software to graphically display results.

LAKE WATER COLUMN QUALITY SAMPLING

In-lake water sampling will continue in 2024, as it has over the past eighteen years. Seven to eight sets (depending on lake ice out/in date) of samples will be collected for the same parameters at two of the locations undertaken in the Clean Lakes project (Mid-lake and West Bay). The collected samples will be delivered to a local lab for

analysis and reporting. We will also submit samples to the Lake County Health Department lab to corroborate the low-level phosphorous analysis. The analytical results will be used in various calculations with regards to the state of the lake and comparison to previous years and documented in the annual presentation and report. Any noteworthy trends will be graphically displayed as an educational tool. We may, again, want to monitor a third site near Cove Pond outfall (formerly sampled during the Illinois Environmental Protection Agency Clean Lakes work) where basic field parameters such as pH, conductivity, temperature, and dissolved oxygen would be collected periodically to assess whether future water quality sampling would be beneficial. Collecting field parameters at a third site does not add to the fee associated with this task, as the field parameters only take a few minutes to collect. Cove Pond remains an area of concern, and it would be beneficial to get an additional water quality data to analyze against the other two sampling locations. We do not foresee altering the current analysis parameters for the main sampling locations. If we see something within the current analysis or if CLPD, during the year, would need to know something additional, we can easily make that change with the lab.

WATER QUALITY AND HYDROLOGY SAMPLING

We assume the City of Crystal Lake (City) will continue their work to sample inflow and outflow of the lake. We will continue to coordinate with the City and Village of Lakewood, to the extent practical, on behalf of CLPD to request and analyze their data as we have done in the past, to further add to the overall water quality data set and support CLPD funded water quality data.

Continued groundwater quality monitoring will be conducted at one upgradient and one downgradient well consistent with the previous location on an annual basis. Analyses will focus on nutrients, hardness, alkalinity, and priority pollutants. Sampling results can be compared to other City sampling projects within the watershed.

HYDROLOGY MONITORING

We will maintain the existing monitoring network and continue to collect similar data as in previous years. The Honeysuckle Drive flows continue to be monitored using an accurate velocity-based permanent flow data collector. Monthly groundwater level and lake level monitoring will continue by use of automatic logging equipment. Installed equipment will be continuously monitored, maintained, or replaced as necessary to maintain a robust data set. All data will be analyzed and used in simple lake water, pollutant, and nutrient budget calculations. The West Bay lake stage logger will be swapped out with a telemetry-based system. This system will allow uploading lake stage data through a cellular device, allowing water surface elevation calculations to happen without visiting the deployment location.

ANNUAL LAKE REPORT AND ANNUAL MEETING

The lake report will present detailed analysis for water quality, hydrology data and any special studies or administrative accomplishments in 2024. This report will compare current year data with the Clean Lakes study as well as with other pertinent lake and/or watershed data. Recommendations for future lake management and watershed related activities will be provided. The lake report will contain sections that follow the headings outlined in this scope and contain tables, graphs, and maps. All collected field data will be included as an appendix for your use.

The annual State of the Lake Meeting presentation is not included in this scope.

ON-CALL SPECIAL SERVICES

This task is for any special ad hoc studies requested by the CLPD or by the Lake Advisory Committee as directed via the District. In the past, such studies have included unusual algal forms, bacteria sampling, lake freezing issues, Lippold Park drainage concerns, floating vegetation issues in West Bay, lake level monitoring structure

installation, special treatment bid calculations, bid document development, and requested meeting attendance beyond what would occur during any of the other scope items described in this document.

HERBICIDE APPLICATIONS TO BEACH/SWIMMING AREAS

This task will include annual spring herbicide application to both Main and West beaches prior to beach openings. This treatment is conducted every spring, approximately one (1) week prior to the Memorial Day opening weekend. It will target all vegetation, as well as the bottom growing algae, *Chara*. Should regrowth occur during the swimming season, we will retreat or manually cut vegetation with a razor rake, as directed by CLPD staff.

HERBICIDE APPLICATIONS FOR NON-NATIVE PLANT SPECIES

The treatment of the watermilfoil plant in 2022 from the large-scale operation has a potential three (3) year effectiveness. Year one (1), 2022, resulted in no target species found during a post-application survey. In 2023, the second growing season year, we did not see a single growing milfoil plant. We expect this year will likely have watermilfoil regrowth; however, we would expect the regrowth to be significantly reduced from years prior to the application. In addition to assumed milfoil regrowth, one of the other non-native species in the lake is Curly-leaf pondweed, which was not affected by ProcellaCOR™. To the contrary, this species has increased in population because of the absence of milfoil. We are proposing a treatment targeting this species, which is located mainly in portions of West Bay. In 2023, approx. six (6) acres of curly-leaf pondweed were treated, however, we know there are several more acres that need to be treated to keep the non-native species at bay.

LAKE VEGETATION HARVESTING

In 2023, CLPD acquired a lake plant harvester late in the season. This year, CLPD plans to utilize the harvester on an as-needed basis, to remove non-native species and reduce the amount of these species in West Bay to the extent practical. There is a potential to remove native species as well as the targeted non-natives, during harvesting operations, as this particular harvester is designed to pull the entire plant from the lake bed. They will provide CLPD with harvesting guidelines, maps, and timelines, to reduce the potential for removing wanted plant species from the lake

A proposed fee table for the scope of services described above is attached to this proposal. As always, we greatly appreciate the opportunity for our continued involvement with this perennial project that monitors and works towards the ultimate goal of maintaining a healthy lake. As you know from years past, we truly believe this is a great lake and watershed and that CLPD is doing a great service to the users of this important resource.

If you have any questions or need more information, please feel free to contact us anytime.

Sincerely,



Jeremy Husnik
Project Manager



Dave Kraft
Principal Engineer

Table 1 - 2024 Crystal Lake Consulting Tasks and Proposed Fees

	2024	2024 Bill Group
Special Technical Studies		
1. Bathymetric and Soft Sediment Survey of Whole Lake	\$4,500	J24
2. Lippold Sand Filter Effectiveness Review and Study (continued)	\$3,500	S24
Subtotal	\$8,000	
Special Management and Capital Improvement		
1. Lippold Discharge to Channel (Phase 2 Options Discussions)	\$3,500	D24
Subtotal	\$3,500	
Continued Monitoring and Management Programs		
Monitoring		
1. Aquatic Macrophyte Surveys (conventional & advanced technological methods)	\$9,000	C24
2. Lake Water Column Quality Sampling	\$15,000	A24
3. Source Water Quality and Hydrology Sampling		
a. City (Lippold, Cove, Lake Outlet)	by Crystal Lake	
b. Groundwater	\$2,000	A24
4. Hydrology Monitoring	\$4,500	A24
5. Annual Lake Report	\$6,000	B24
6. On-Call Special Services (directed by CLPD)	T&M per CLPD	X24
Subtotal	\$36,500	
Management		
1. On-Lake Treatment Program		
a. CLPD Beaches (All Vegetation)	\$8,000	I24
b. West Bay Curlyleaf Control (up to 12 acres herbicide)	\$12,000	K24
c. Harvesting Operations Coordination and Oversight	\$3,000	H24
d. Additional Lake Treatments (herbicide, special tasks, etc.)	\$4,000	P24
Subtotal	\$27,000	
Administration		
	T&M per CLPD	G24
Total	\$75,000	

** Note: No Annual Lake Meeting Planned - Would add \$5,000 to total

Compensation

Profession

Engineering

Senior Principal Civil Engineer	\$235
Principal Civil Engineer	\$210
Senior Civil Engineer	\$190
Civil Engineer I to V	\$135-175
Water Resources Specialist I to V	\$130-170
Engineering Technician I to V	\$120-160

Lake and Survey Services Manager

Lake and Survey Services Manager	\$160
----------------------------------	-------

Ecological Services

Senior Principal Ecologist	\$220
Senior Project Scientist	\$185
Environmental Services Manager	\$165
Environmental Scientist I to V	\$115-155
Environmental Intern	\$60

Landscape Architecture

Senior Landscape Architect	\$190
Landscape Architect I to V	\$125-165
Landscape Designer	\$120

Erosion Control

Senior Erosion and Sediment Control Specialist	\$185
Erosion and Sediment Control Specialist	\$120

Design Support

CAD Technician	\$110
GIS Specialist	\$110

Administration

Senior Administrator	\$130
Accounting Administrator	\$105
Administrative/Marketing Assistant	\$100

Expert Testimony

Rates to be determined on per-project basis

Reimbursable Expense

Reimbursable expenses shall be reimbursed at cost plus an 8% administrative service charge. Such expenses shall include, but are not necessarily limited to travel, reproduction, shipping/delivery, aerial photographs, phone and other communication charges, consultants and subcontractor fees, equipment and supply costs related to the execution of the project. Fixed reimbursable expense costs are as follows:

Travel	\$.75/mile
Copies	\$.20/page
Software/Digital Resource Charge	\$100.00/project
ATV Usage	\$ 40.00/hour
ATV Discing, Herbicide, Spraying, Mowing	\$ 45.00/hour
Boat Usage	\$ 75.00/hour
Chain Saw Usage	\$ 20.00/hour
Additional Plotting, B & W	\$.90/sq. ft.
Additional Plotting, Color	\$ 2.75/sq. ft.
Additional Plotting, Mylar	\$ 4.50/sq. ft.
Flow Meter	\$ 50.00/day
GPS Rover	\$350.00/day
Total Station/GPS Equipment	\$100.00/day
Unmanned Aerial Reconnaissance	Per Project

Insurance

Throughout the duration of the project, Hey will procure and maintain the following insurance:

Liability	Limits of Liability
Workers' Compensation and Employer's Liability	\$ 500,000 each incident
Commercial General Liability	\$ 2,000,000
Professional Liability	\$ 2,000,000
Automobile Liability	\$ 1,000,000

Within the limits of this insurance, Hey agrees to hold the Client harmless from and against loss, damage, injury or liability arising directly from the negligent acts or omissions of employees, agents, or subcontractors of Hey.

Client will limit any and all liability, claim for damages, losses, cost of defense, or expenses to be levied against Hey on account of any design defect, error, omission, or professional negligence to a sum not to exceed the amount of Hey's fee under this agreement. Should the Client require other types of insurance coverage, limits in excess of the above limits, and/or certificates naming any other(s) than the Client as additional insured parties, Hey's cost of obtaining such coverage, limits, or certificates shall be reimbursable by the Client.

Billing

Billings shall be on a monthly basis and are payable upon receipt. An additional charge of 1½ percent per month (18% per annum) shall be applied to any balance unpaid more than 30 days beyond date of invoice. Client shall pay any attorney's fees, court costs or other expenses incurred collecting delinquent accounts. All invoices paid by credit card will be charged an additional 3.5% processing fee.

Hey and Associates Inc. (Hey), with seven (7) days written notice, reserves the right to suspend or terminate work under this agreement on any account that is past due. The Client's obligation to pay for the work contracted is in no way dependent upon the Client's ability to obtain financing, zoning, permit approval by governmental or regulatory agencies, or upon the Client's successful completion of the project. The rates presented herein are effective for the period January 1, 2024 through December 31, 2024.

Limitation of Costs

Hey will not be obligated to continue performance or incur costs beyond the estimated costs unless the Client agrees in writing to a revised cost estimate.

Client's Responsibilities

Client shall arrange for access to and make all provisions for Hey to enter upon private and public property as required for Hey to perform services under this Agreement. Client shall provide Hey with all existing available information regarding this project as required. Hey shall be entitled to rely upon information and documentation provided by the Client or consultants retained by the Client in relation to this project, however Hey assumes no responsibility or liability for their completeness or accuracy.

Cost Opinions

Any cost opinions or project economic evaluations provided by Hey will be on the basis of experience and judgment, but, because Hey has no control over market conditions or bidding procedures, we cannot warrant that bids, construction cost, or project economics will not vary from these opinions.

Standard of Care

The standard of care for all services performed by Hey under the agreement will be the care and skill ordinarily used by members of Hey's profession practicing under similar circumstances at the same time and in the same locality. Hey makes no warranties, express or implied, under this Agreement or otherwise, in connection with Hey's services.

Means & Methods

Hey will neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences or procedures, or for the safety precautions and programs in connection with the construction of the subject project(s).

Mutual Indemnification

Subject to the foregoing provisions, Hey agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client, its officers, directors, employees and agents from and against any liabilities, damages and costs (including reasonable attorneys' fees and costs of defense) arising out of the death or bodily injury to any person or the destruction or damage to any property, to the extent caused, during the performance of Services under this Agreement, by the negligent acts, errors or omissions of Hey or anyone for whom Hey is legally responsible, subject to any limitations of liability contained in this Agreement. The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless Hey, its officers, directors, employees and agents from any liabilities, damages and costs (including reasonable attorney's fees and costs of defense) to the extent caused by the negligent acts, errors or omissions of the Client, the Client's contractors, consultants or anyone for whom Client is legally liable.

Copyright Indemnification

To the fullest extent permitted by law, Client shall indemnify and hold harmless Hey from and against any and all costs, losses and damages (including but not limited to all attorney fees and charges, all court or arbitration or other dispute resolution costs, and any time spent by Hey in defense of any such claims) resulting from any claims brought against Hey alleging copyright, trademark, or patent infringement or any other cause of action or regulatory decision resulting from Hey's use of, or reliance on, the design, plans and specifications provided by the Client for the Project. This provision shall survive the completion of the services provided under this Agreement.

Consequential Damages

To the fullest extent permitted by law, Client and Hey waive against each other, and the other's employees, officers, directors, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project.

Termination

Either party may terminate this Agreement upon not less than seven (7) days written notice should the other party fail to substantially perform in accordance with the terms of this Agreement through no fault of the terminating party. Hey may terminate this Agreement for its convenience and without cause by providing not less than seven (7) days written notice. If Client terminates this Agreement for its convenience and without cause, Client agrees to compensate Hey for services performed prior to the termination, together with Reimbursable Expenses incurred and costs attributable to termination, including the costs attributable to Hey's termination of consultant agreements and authorized Additional Services.

Dispute Resolution

Client and Hey agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Agreement or the breach thereof ("Disputes") to mediation. If such mediation is unsuccessful in resolving a Dispute, then such Dispute shall be resolved by a court of competent jurisdiction.



DATE: April 24, 2024
TO: Park Board of Commissioners
FROM: Amy Olson, Manager of Park Planning and Development
SUBJECT: Hill Farm Barlina Barn Update

Background

Hill Farm is a passive open space park that hosts Barlina House. Barlina House preschool facility provides half day preschool and a fence-enclosed playground for 2–5-year-olds. Hill Farm Park offers community garden plots for rent with non-potable well water service for plant watering. The barn and auxiliary buildings are used by Park Services for some storage. The park is accessed through a looped asphalt drive with a small parking lot located south of Barlina House. Rough gravel paths provide access to the garden plots.

Upon determining the barn would be demolished, a community meeting and on-line survey garnered support to redevelop Hill Farm Park with park amenities such as a park building structure with bathrooms and demonstration kitchen for food to table demonstrations and small group gathering, outdoor shade to host community and family picnics and a small farmers market from produce grown within the plots, additional garden beds and added raised beds, playground, exercise station, a dog park, vehicle charging stations and a walking pathway to name some of the preferred new park features.

To recap, the Board had directed staff to remove the barn and auxiliary farm buildings.

After visiting the barn, members of the City of Crystal Lake Historical Commission requested that we consider documenting the structure through photographs and scale drawings of the barn and auxiliary farm buildings. A few members of the community have asked that we reconsider demolition and instead focus on preservation of Barlina Barn.

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There are many pros and cons for both barn removal and preservation.

The below points offer a strong basis for preserving Barlina Barn through cultural, historical and aesthetic values. The key will be balancing these benefits against the costs and practical challenges involved in restoration.

1. Historical Significance:

- The barn could be identified as historically significant for Crystal Lake. Though its architectural style is considered common, as a large barn from the late 1800's is unique to the City of Crystal Lake today.
- Preserving it would maintain a physical connection to the local history and heritage – to offer a glimpse into past rural life including agricultural practices within our community.

2. Cultural Value:

- Old barns often have unique architectural features not found in modern buildings. Features like hand-hewn beams, wooden pegs, and traditional joinery are rarely used in today's construction and thus hold cultural significance.
- The barn could potentially be used for cultural events, such as art exhibitions and community meetings.

3. Educational Opportunities:

- The barn can serve as an educational resource, where people can learn about historical agricultural practices, early 20th-century rural life, and traditional building techniques.
- Workshops on restoration techniques, historical agriculture, or rural arts could be held at the site.

4. Environmental Benefits:

- Restoring the barn can be seen as an act of recycling.

5. Economic Potential:

- With proper investment, the barn could be repurposed into a venue for small events or a boutique rural business, such as a farm-to-table retailer or a crafts shop, which could generate income.
- Such a site could attract tourism, particularly from those interested in history, architecture, or rural life, boosting the local economy.

6. Community Focal Point:

- The barn can become a center for community gatherings, fostering a sense of community and belonging.
- It could offer a unique space for local artisans and farmers to sell their goods, or serve as a museum or community center.

7. Aesthetic and Inspirational Value:

- There is a particular aesthetic appeal to old structures that can inspire artists, photographers, and filmmakers, potentially making it a local landmark.
- The presence of the barn can enhance the rural character of the area, appealing to both residents and visitors seeking a picturesque landscape.

8. Architectural Inspiration:

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- Old barns reflect a period-specific architectural philosophy and technique that students interested in sustainable and traditional building methods could learn from.
- The barn could be used as a case study or a model in architectural education, particularly in courses focusing on restoration and conservation.

The below points offer a strong basis for removing Barlina Barn as there are significant challenges and disadvantages to consider when investing a substantial amount of money into preserving Barlina Barn.

1. **High Restoration Costs:**

- The cost of restoring the barn will be expensive, as the structure requires significant structural repairs in the foundation, support beams and posts, and repairs to the siding and roof.
- Specialized materials and skilled labor may be needed to preserve the barn's historical integrity, further increasing costs.

2. **Ongoing Maintenance:**

- Even after restoration, old barns will require continuous maintenance to protect against decay and weathering, which can be costly and time-consuming. The wood is untreated and will need to be either treated or continually guarded against decay.
- There may be hidden issues that only emerge after initial restoration efforts, leading to unexpected expenses.

3. **Limited Use Potential:**

- The original design and structure of the barn may not be suitable for modern needs without significant modifications, which can further escalate costs and complicate the restoration process.
- Zoning laws or building codes might restrict the types of uses allowed, limiting potential economic returns from investment.
- Extensive modifications or accommodation will be required to make the barn ADA compliant for public use.

4. **Safety Concerns:**

- Old buildings, especially those in disrepair, can pose safety risks due to unstable structures, rotted wood, and the potential presence of hazardous materials like lead paint or asbestos.
- Ensuring the barn meets current safety standards might require extensive and expensive retrofitting.
- Hazardous materials used in the past will need to be removed in a safe manner and legally disposed of.

5. **Insurance and Liability Issues:**

- Insurance costs for old, restored buildings can be high due to increased risk factors. Insurers may impose stringent requirements or high premiums.
- Liability concerns, particularly if the space is intended for public use, can complicate operations, and require additional legal safeguards.

6. **Return on Investment:**

- The financial return on such a significant investment can be uncertain. Recouping restoration costs through revenue-generating activities will take many years, if it happens at all.

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- The market value of the restored barn may not adequately reflect the investment made, particularly in regions with lower property demand.
7. **Environmental Impact:**
- While restoring an old barn might initially seem environmentally friendly, the process can also have a substantial carbon footprint due to the use of heavy machinery, new materials, and potentially long-distance transport of specialized resources.
 - Proper removal and disposal of hazardous materials is costly for both preservation or removal.
8. **Community Opposition or Indifference:**
- There may be community opposition to preserving the barn, especially if the project requires public funding or impacts local infrastructure.
 - Alternatively, there may be indifference, which could affect fundraising efforts and the potential for community engagement and support.

The above potential benefits and challenges need to be carefully weighed against each other when deciding whether to invest in preserving an old barn.

To make a good decision, we have reached out to professionals in architecture, archaeology, and historic preservation for proposals to review the following: (1) structural integrity review of the barn and identify if it is structurally sound for saving and if it makes sense to do so, (2) a report to document the barn means and methods (with an alternate cost for corn crib) through as-built drawings and digital photos – possibly following the framework of HABS (NPS's Historic American Building Survey) or HIBS (IDNR's Historic Illinois Building Survey) reporting, and (3) the archeological / historical review of the barn to confirm and/or develop further any additional information on the historical context of the barn and farm site.

We received five consulting proposals

Archaeology & Geomorphology Services (Historical Report Only)	\$ 3,000.00
Bailey Edward (Structural Assessment Report, & HIBS Report)	\$ 35,318.00
Eifler and Associates (Structural Assessment, Prelim Cost Analysis & Arch Documentation based on HABS)	\$ 18,000.00
JLK architects (Structural Assessment, Feasibility Study, High Level Cost Estimate & Arch Documentation, Historical Documentation)	\$ 57,400.00
McGuire Igleski and Associates, Inc. (Structural Assessment, Prelim. Costs & Arch Documentation, Historical Documentation)	\$ 16,602.00

Recommendation

For discussion and recommendation.

It is recommended that McGuire Igleski and Associates be hired for their consulting services to assess the structural integrity of the barn and corn crib along with documentation and historical review.

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MEMORANDUM

DATE: April 18, 2024

TO: Park Board of Commissioners

FROM: Jason Herbster – Executive Director

SUBJECT: Memo of Understanding between the Crystal Lake Park District and the Lake Ecology Advisory Committee

Per Park Board direction at the April 4, 2024, Committee of the Whole meeting, staff has drafted a Memo of Understanding (MoU) between the Crystal Lake Park District and the Lake Ecology Advisory Committee. The MoU outlines the basic purpose of the committee and relationship. Legal counsel has also reviewed the document.

The Board is asked to review the document and bring any thoughts to the May 2, 2024, Committee of the Whole meeting.

Recommendation:

For discussion purposes

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Memo of Understanding

Date: April 12, 2024

Parties:

Crystal Lake Park District
Represented by: Jason Herbster – Executive Director
Lake Ecology Advisory Committee
Represented by: Gregg Kobelinski - Chairman

Background:

The Crystal Lake Park District and the Lake Ecology Advisory Committee recognize the importance of preserving and maintaining the ecological balance and health of Crystal Lake. Both parties acknowledge the significance and effectiveness of collaborative efforts in achieving this goal.

Purpose:

This Memorandum of Understanding (MoU) aims to establish a framework for cooperation and collaboration between the Crystal Lake Park District and the Lake Ecology Advisory Committee in matters pertaining to the preservation and enhancement of Crystal Lake's ecology and overall health.

Terms:

1. Collaboration: Both parties agree to collaborate on initiatives aimed at protecting and improving the ecological integrity of Crystal Lake. This includes but is not limited to:
 - Conducting regular water quality testing.
 - Implementing measures to mitigate pollution, eliminate invasive species and prevent the introduction of invasive species.
 - Educating the community about the importance of lake ecology and sustainable practices.
2. Information Sharing: The Crystal Lake Park District and the Lake Ecology Advisory Committee agree to share relevant data, research findings, and

resources to facilitate informed decision-making and coordinated action along with the help of the Lake Management Consultant.

3. Meetings: Regular meetings shall be held between representatives of both parties to discuss ongoing projects, exchange updates, and address any emerging issues related to Crystal Lake's ecology.
4. Communication: Effective communication channels shall be established to ensure timely dissemination of information and facilitate coordination between the Crystal Lake Park District and the Lake Advisory Ecology Committee.
5. Funding: The Lake Advisory Ecology Committee will not have any fiduciary responsibilities. Funding of lake ecology work will be through the annual Park District budget and through the additional funds generated from the sale of Crystal Lake boat decals by the Crystal Lake Park District, in conjunction with the City of Crystal Lake and Village of Lakewood. Lake treatments organized by the Lake Ecology Committee, Shoreline Property Owners Association (SPOA) or Country Club Addition Property Owners Association (CCAPOA) for shoreline property owners is to be done at the expense of these shoreline property owners directly with the contractor, with acknowledgement, review and approval of the Crystal Lake Park District.
6. Review and Amendment: This MoU shall be subject to periodic review, and amendments may be made by mutual agreement of both parties to reflect changing circumstances or priorities.
7. Duration: This MoU shall remain in effect for a period of three (3) years, commencing on the date of signature by both parties, unless terminated earlier by mutual agreement or due to unforeseen circumstances. Either party may terminate this MoU by giving written notice to the other party at least 30 days prior to the termination date. If not terminated, this MoU shall automatically renew for subsequent three (3) year terms.

Signature:

Lake Ecology Advisory Committee Representative

Date

Crystal Lake Park District Representative

Date



MEMORANDUM

DATE: April 25, 2024

TO: Park Board of Commissioners

FROM: Jason Herbster - Executive Director

SUBJECT: Lacrosse Wall at Lippold Park Request

A request for a lacrosse practice wall at Lippold Park was emailed to me on April 15, 2024, and forwarded to the Park Board for review. That e-mail is attached to this memo and will be discussed at the May 2, 2024 Committee of the Whole meeting.

Recommendation:

For discussion purposes

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Jason Herbster

From: Bryan Younge <bryan@theyounges.com>
Sent: Monday, April 15, 2024 6:48 PM
To: Jason Herbster
Subject: Proposal for Lacrosse Practice Wall at Lippold Park

WARNING: This email originated from outside of the Crystal Lake Park District. Do not click links or open attachments unless you recognize the sender's name and email address and know the content is safe.

Dear Members of the Crystal Lake Park District Board of Directors,

I am writing to you today to propose the addition of a lacrosse practice wall at Lippold Park, a facility that has become increasingly central to the burgeoning lacrosse community here in Crystal Lake. As you may be aware, lacrosse has been gaining remarkable popularity in our area, drawing interest from both seasoned players and newcomers alike. This surge in interest is particularly evident among our youth, who are drawn to the sport's competitive nature and structured gameplay.

While the lacrosse fields at Lippold Park are excellent, there is one essential piece of equipment that is notably absent: a practice wall. These walls, typically constructed of inexpensive concrete and standing at approximately 20 feet tall by 30 feet wide, serve as invaluable tools for players to refine their stick skills. Beyond lacrosse, such a wall would also benefit athletes participating in various other sports, making it a versatile addition to the park's facilities.

The proposed location for the practice wall is the backside of the utility shed, where aluminum bleachers are typically situated. This positioning ensures that the wall remains inconspicuous and does not detract from the park's aesthetic appeal.

I understand that the estimated cost of constructing such a wall ranges from \$3000 to \$5000. While I am prepared to personally contribute to this project, I am also open to exploring alternative funding options, including potential donations or sponsorships.

In conclusion, the addition of a lacrosse practice wall at Lippold Park would not only address a significant need within our growing lacrosse community but also contribute to the overall enhancement of our park facilities. I am confident that this proposal aligns with the Park District's commitment to providing recreational opportunities that enrich the lives of our residents.

Thank you for considering this proposal. I look forward to the opportunity to discuss it further and address any questions or concerns you may have.

Sincerely,
Bryan Younge | 773-263-4544