



Park District Board of Commissioners Regular Meeting Minutes November 19, 2015



The mission of the Crystal Lake Park District is to enhance the lives of our residents by providing programs, services, facilities and open spaces that safely promote health, recreation and community in an environmentally and fiscally responsible manner.

- Call to Order:** President Gallagher called the meeting to order at 7:00 PM.
- Commissioners Present:** Commissioners Aquilina, Collins, Bachour-Chemaly, Hartwig, Wheeler, Gallagher
- Legal Counsel:** Scott Puma, Ancel, Glink, Diamond, Bush, DiCianni and Krafthefer, P.C.
- Staff:** Jason Herbster, Erik Jakubowski, Ann Viger, Debra Oldham, Kim Buscemi, Jack Sebesta, Anne Sandor
- Citizens:** Dan Forbes, Vice President, Speer Financial
- Pledge of Allegiance:** The Pledge of Allegiance was recited.
- Approval of Agenda:** Commissioner Bachour-Chemaly moved to approve the agenda as presented.
Seconded by Commissioner Aquilina
Roll Call:
Ayes: 6 (Wheeler, Hartwig, Bachour-Chemaly, Aquilina, Collins, Gallagher)
Nays: 0
- Swearing in New Commissioner:** Commissioner Wheeler moved to approve the appointment of Kristin Davis to fill the vacancy on the Board left by the resignation of Paul Myers.
Seconded by Commissioner Aquilina
Roll Call:
Ayes: 6 (Wheeler, Hartwig, Bachour-Chemaly, Aquilina, Collins, Gallagher)
Nays: 0
Jason Herbster, Executive Director swore in Kristen Davis as Park Board Commissioner.
- Approval of Minutes:**
A. October 15, 2015
Regular Meeting: Commissioner Bachour-Chemaly moved to approve the minutes of the October 15, 2015, Regular Meeting, as presented.
Seconded by Commissioner Hartwig.
Roll Call:
Ayes: 7 (Wheeler, Hartwig, Bachour-Chemaly, Aquilina, Collins, Davis, Gallagher)
Nays: 0
- Approval of Voucher List:** Commissioner Wheeler moved to approve the balance of the vouchers for the month ending, October 31, 2015, in the amount of \$339,784.61.
Seconded by Commissioner Collins
Roll Call:
Ayes: 7 (Aquilina, Collins, Davis, Bachour-Chemaly, Hartwig, Wheeler, Gallagher)
Nays: 0
- Approval of Interim Voucher List:** Commissioner Wheeler moved to approve the interim vouchers for the month of November 2015, in the amount of \$1,083,418.12.
Seconded by Commissioner Aquilina
Roll Call:
Ayes: 7 (Collins, Davin, Bachour-Chemaly, Hartwig, Wheeler, Aquilina, Gallagher)
Nays: 0

Treasurer's Report: Commissioner Wheeler moved to approve the Treasurer's Report of October 2015 with a total fund balance of \$11,840,222.45.
 Seconded by Commissioner Bachour Chemaly
 Roll Call:
 Ayes: 7 (Davis, Bachour-Chemaly, Hartwig, Wheeler, Aquilina, Collins, Gallagher)
 Nays: 0

Matters from the Public: None.

Committee Reports: Nothing to add.
 Safety Action Team Minutes
 10-21-15

Unfinished Business: None.

Consent Agenda: Commissioner Collins moved to approve the Consent Agenda items A. Crystal Lake Lions Rugby Club Request, B. America's Cardboard Cup Regatta Request and C. St. Elizabeth Ann Seton Catholic Church Request, as presented.
 Seconded by Commissioner Aquilina
 Roll Call:
 Ayes: 7 (Aquilina, Collins, Davis, Bachour-Chemaly, Hartwig, Wheeler, Gallagher)
 Nays: 0

New Business:
 A. Speer Financial
 –Acceptance of Low Bid Rate Dan Forbes, Vice President, Speer Financial, reported that three bids were received for the \$642,720 General Obligation Limited Tax Park Bonds. The recommendation to accept the best bid received from Park Ridge Community Bank, Park Ridge, IL, with a net interest rate of 1.18%
 Commissioner Wheeler moved to accept the bid from Park Ridge Community Bank, Park Ridge, IL, at a net interest rate of 1.18% for the General Obligation Limited Tax Park Bonds, Series 2015.
 Seconded by Commissioner Aquilina
 Roll Call:
 Ayes: 7 (Hartwig, Wheeler, Aquilina, Collins, Davis, Bachour-Chemaly, Gallagher)
 Nays: 0

B. Ordinance 15.06.06
 – Annual Bond Issue Commissioner Wheeler moved to adopt Ordinance 15.16.06 -An Ordinance providing for the issue of \$642,720 General Obligation Limited Tax Park Bonds, Series 2015, of the Crystal Lake Park District, McHenry County, Illinois, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of certain outstanding obligations of the District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof.
 Seconded by Commissioner Aquilina
 Roll Call:
 Ayes: 7 Wheeler, Aquilina, Collins, Davis, Bachour-Chemaly, Hartwig, Gallagher)
 Nays: 0

C. Tax Levy

–Determination of Funds

Commissioner Wheeler moved to approve a levy of \$6,225,000 for Corporate and Special Revenue Funds; a total levy of \$7,266,650 which includes Debt Service.

Seconded by Commissioner Aquilina

Roll Call:

Ayes: 7 (Bachour-Chemaly, Hartwig, Wheeler, Aquilina, Collins, Gallagher)

Nays: 0

D. Main Beach Final Design Review

–Andy Howard,

Hitchcock Design Group

Mike Klepitsch,

Apex Project Management

Presentation:

Commissioner Collins moved to approve the final design for Phase I Main Beach

Improvements and instruct the design team to proceed with construction documents.

Seconded by Commissioner Aquilina

Roll Call:

Ayes: 7 (Wheeler, Hartwig, Bachour-Chemaly, Aquilina, Collins, Davis, Gallagher)

Nays: 0

E. Annual Recommendations

- Picnic, Building

and Field Rentals

Commissioner Collins move to approve the Picnic, Building and Field Rental fee structure and Facility Rental Agreement revisions, as presented.

Seconded by Commissioner Hartwig

Roll Call:

Ayes: 7 (Wheeler, Hartwig, Bachour-Chemaly, Aquilina, Collins, Davis, Gallagher)

Nays: 0

F. Annual Recommendations

– Beach Pass Fees

Commissioner Bachour-Chemaly moved to approve the proposed revised fee structure, as presented.

Roll Call:

Ayes: 7 (Wheeler, Hartwig, Bachour-Chemaly, Aquilina, Collins, Davis, Gallagher)

Nays: 0

G. Annual Recommendations

– Boat Gate and Fisherman

Gate Keys

Commissioner Wheeler, moved to approve the boat gate key and fisherman gate key changes, as presented.

Seconded by Commissioner Aquilina

Roll Call:

Ayes: 7 (Wheeler, Hartwig, Bachour-Chemaly, Aquilina, Collins, Davis, Gallagher)

Nays: 0

H. Annual Recommendations

–Vehicle Sticker

/Parking Fees

Commissioner Collins moved to eliminate Policy 10.3 Beach Vehicle Stickers and Parking fees and approve the increase of the non-resident beach entry fee \$1.00.

Seconded by Commissioner Bachour-Chemaly

Commissioner Gallagher commended staff on a great season and noted that the aquatic fund summary showed that there was a \$9,226 deficit for 2015, which has decreased from -\$77,000 in 2013 and -\$47,915 in 2014.

Roll Call:

Ayes: 7 (Wheeler, Hartwig, Bachour-Chemaly, Aquilina, Collins, Davis, and Gallagher)

Nays: 0

- I. Employee Policy Revisions Approval -1.04 Hiring Qualifications, 1.18 Drivers License Status Check and 7.13 Blogging and Social Media
 Commissioner Bachour-Chemaly moved to approve Employee Policy Revisions to 1.04 Hiring Qualifications, 1.18 Driver's License Status Check and 7.13 Blogging and Social Media, as presented.
 Seconded by Commissioner Wheeler
 Roll Call:
 Ayes: 7 (Wheeler, Hartwig, Bachour-Chemaly, Aquilina, Collins, Davis, Gallagher)
 Nays: 0
- J. IAPD Annual Meeting –Credentials Certificate
 It was a consensus of the board to appoint Executive Director Jason Herbster as the delegate and Commissioner Hartwig as an alternate for the IAPD/IPRA State Conference.
- Reports to the Board:
- A. Legal Counsel:
 Commissioner Gallagher asked if there was a response from the Wirkus property owner regarding reimbursement of due diligence fees. Attorney Puma stated that the property owner's attorney has received the letter and Puma is waiting to hear back from him.
- B. Executive Director:
 Jason Herbster reported that he had a good meeting with Mr. Militello and the hydrology company regarding the Sterne's Woods project. The project is moving forward.
 John Fiorina, Nature Center Manager, will represented the Park District at the MCCD Summit on Saturday, February 6, 2016.
- C. Superintendent of Park Services:
 Nothing to add.
- D. Director of Planning and Development:
 Nothing to add.
- E. Superintendent of Business Services:
 Debra Oldham reminded the President and Treasurer that signatures are needed on the bond documents before November 25.
- F. Superintendent of Recreation Services:
 Nothing to add.
- G. Superintendent of Recreation Services:
 Jack Sebesta reported that there are seven events scheduled for 2016 at Lippold and Veteran Acres parks.
- Matters from the Board:
 Commissioner Hartwig distributed information from Trails for Illinois to the Park Board and staff.
 Commissioner Collins questioned the driving complaint count in the Park Police report. Director Herbster stated that these reports are for Lippold Park.
 Commissioner Gallagher commented that the Truck or Treat event was well attended. She added that the Reports to the Board are informative and thanked staff for their work this year.
- Committee Meeting Dates:
 None.
- Executive Session:
 Commissioner Bachour-Chemaly moved to enter Executive Session at 8:34 pm to discuss Litigation 2 (c) 1 Litigation.
 Seconded by Commissioner Wheeler
 Roll Call:
 Ayes: 7 (Wheeler, Hartwig, Bachour-Chemaly, Aquilina, Collins, Davis, and Gallagher)
 Nays: 0

Reconvene: Commissioner Wheeler moved to reconvene at 8:57pm.
Seconded by Commissioner Hartwig
Roll Call:
Ayes: 7 (Wheeler, Hartwig, Bachour-Chemaly, Aquilina, Collins, Davis, and Gallagher)
Nays: 0

Action from Executive Session: None

Adjourn: Commissioner Bachour-Chemaly moved to adjourn the meeting at 8:58 PM.
Seconded by Commissioner Aquilina
Roll Call:
Ayes: 7 (Wheeler, Hartwig, Bachour-Chemaly, Aquilina, Collins, Davis, and Gallagher)
Nays: 0

Approve: _____
President

Attest: _____
Secretary