



# Park District Board of Commissioners Regular Meeting Minutes December 15, 2016



*MISSION STATEMENT: 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.*

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**Called to Order:**

President Gallagher called the meeting to order at 7:00 PM.

**Commissioners Present:**

Thomas Aquilina, Kristen Davis, Michele Hartwig, Larry Wheeler, Debbie Gallagher

**Commissioners Absent:** Angel Collins, Caroline Bachour-Chemaly

**Staff:**

Jason Herbster, Executive Director, Jack Sebesta, Superintendent of Facility Services, Ann Viger, Director of Planning and Development, Kim Buscemi, Superintendent of Recreation Services, Anne Sandor, Recording Secretary

**Citizens:** Steve Byers (Illinois Nature Preserve Commission), Shawn Zimmerman (Resident), Gary Christ (Resident)

**Pledge of Allegiance:** The Pledge of Allegiance was recited.

**Approval of Agenda:**

Two items were removed from the agenda; New Business Item G. Approval: Park Police Ordinance 11.46, Drug Paraphernalia, Section B and Approval: Park Police Ordinance 11.47, Possession of Cannabis.

Commissioner Aquilina moved to approve the agenda, as amended. Seconded by Commissioner Wheeler.

Roll Call: Ayes: 5 (Wheeler, Davis, Aquilina, Hartwig, Gallagher) Nays: 0

**Approval of Minutes: November 17, 2016 Regular Meeting:**

Commissioner Davis moved to approve the minutes of the November 17, 2016, Regular Meeting, as presented. Seconded by Commissioner Aquilina.

Roll Call: Ayes: 5 (Wheeler, Davis, Aquilina, Hartwig, Gallagher) Nays: 0

**Approval of Voucher List:**

Commissioner Wheeler moved to approve the balance of the vouchers for November 2016, in the amount of \$299,199.75. Seconded by Commissioner Davis.

Roll Call: Ayes: 5 (Aquilina, Davis, Hartwig, Wheeler, Gallagher) Nays: 0

**Approval of Interim Voucher List:**

Commissioner Wheeler moved to approve the interim vouchers for the month of December 2016, in the amount of \$932,303.06. Seconded by Commissioner Hartwig.

Roll Call: Ayes: 5 (Davis, Hartwig, Wheeler, Aquilina, Gallagher) Nays: 0

**Treasurer's Report:**

Commissioner Wheeler moved to approve the Treasurer's Report for the month of November 2016, in the amount of \$13,126,177.43. Seconded by Commissioner Hartwig.

Roll Call: Ayes: 5 (Hartwig, Wheeler, Aquilina, Davis, Gallagher) Nays: 0

**Matters from the Public:** None.

**Committee Reports:** None.

**Unfinished Business:** None.

**Consent Agenda:** None.



## **New Business**

### **A. Approval: Annual Notice of Park Board Meeting Dates**

Commissioner Wheeler moved to approve the annual notice of Park Board meeting dates for 2017, as corrected. Seconded by Commissioner Davis.

Commissioner Aquilina noted the January 19, 2017 Regular Board meeting had been changed to January 26, 2017, due to State Conference.

Commissioner Davis amended the motion to approve the annual notice of Park Board meeting dates for 2017, as corrected. Seconded by Commissioner Aquilina.

Roll Call: Ayes: 5 (Hartwig, Wheeler, Aquilina, Davis, Gallagher) Nays: 0

### **B. Approval: Ordinance 16-17-06 2016 Tax Levy Ordinance**

Commissioner Wheeler moved to adopt Ordinance 16-17-06, an Ordinance levying the taxes for the Crystal Lake Park District, McHenry County, Illinois for 2016, which provides for a levy of \$6,325,000. for Corporate and Special Revenue Funds. Seconded by Commissioner Aquilina.

Roll Call: Ayes: 5 (Wheeler, Aquilina, Davis, Hartwig, Gallagher) Nays: 0

### **C. Approval: Administrative Office Lower Level Remodeling Project Bid**

Commissioner Hartwig moved to accept the lowest responsible, responsive bid for the Administrative Office Lower Level Remodeling Project, submitted by Tessler Construction of Crystal Lake in the amount of \$64,852.00.

Seconded by Commissioner Davis.

Roll Call: Ayes: 5 (Aquilina, Davis, Hartwig, Wheeler, Gallagher) Nays: 0

### **D. Approval: Intergovernmental Agreement for Sterne's Fen Restoration Grant**

Mr. Steve Byers, Illinois Nature Preserve Commission, addressed the Board with a brief history of Sterne's Fen. He stated this is a rare wetland area, as there are only 200 acres in the State. He explained the hydrological restoration project will include check dams to provide ground water to the peat areas in the Fen. Commissioner Wheeler noted the Park District will contribute \$15,000 for the upkeep of the Fen.

Commissioner Wheeler moved to approve Contract Agreement number RC171INPC02 between the State of Illinois Department of Natural Resources and the Crystal Lake Park District for Sterne's Woods Fen Nature Preserve Hydrological Restoration. Seconded by Commissioner Aquilina.

Roll Call: Ayes: 5 (Davis, Hartwig, Wheeler, Aquilina, Gallagher) Nays: 0

### **E. Approval: Streamwood High School Bass Fishing Tournament Request**

Commissioner Wheeler moved to approve the request submitted by Streamwood High School to host a Bass Fishing Tournament, as presented. Seconded by Commissioner Hartwig.

Roll Call: Ayes: 0 Nays: 5 (Hartwig, Wheeler, Aquilina, Davis, Gallagher)

The Board may consider this type of event in the future, if the Crystal Lake High Schools participate.

### **F. Approval: Misericordia Jelly Belly Candy Days Fundraising Request**

Commissioner Hartwig moved to approve the request submitted by Misericordia to collect donations at the east entrance of Lippold Park on Friday and Saturday, April 28 and 29, 2017.

Seconded by Commissioner Aquilina.

Roll Call: Ayes: 5 (Hartwig, Wheeler, Aquilina, Davis, Gallagher) Nays: 0

### **G. Approval: Park Police Ordinance 11.46, Drug Paraphernalia, Section B –*Removed from Agenda***

### **H. Approval: Park Police Ordinance 11.47, Possession of Cannabis –*Removed from Agenda***

### **I. Approval: Ordinance 16-17-08 Mutual Aid Agreement with McHenry County Sheriff's Department**

Commissioner Hartwig moved to approve Ordinance 16-17-08, Intergovernmental Agreement between the Crystal Lake Park District and the McHenry County Sheriff's Department, as presented.

Seconded by Commissioner Davis.

Roll Call: Ayes: 5 (Wheeler, Aquilina, Davis, Hartwig, Gallagher) Nays: 0

**Reports to the Board:**

**Executive Director:** The deadline to file for the April Election is Monday, December 19. The Community meeting for Strategic Planning will be held on Saturday, December 17. Jason reported several summer staff will be hired in April of 2017. To avoid double paperwork, some staff will received their annual raise at the time of reinstatement and this will not effect the current year budget. The remainder of staff will received their increases in June after the budget is approved. Jason asked the board if there were any objections to this practice. There were none.

**Superintendent Recreation Services:** Staff is preparing for upcoming winter events and working on summer programming.

**Director of Planning and Development:** Main Beach renovation project update: The doors, windows, ceiling, lighting have been installed and the walls are painted. There was a flaw in the flooring and it needed to be reordered.

**Superintendent Facility Services:** There was a trail run at Veteran Acres Park on Saturday. The group was great and will be back next year. An Alzheimer's group will have their run at Veteran Acres Park, next fall.

**Matters from the Board:** Commissioner Aquilina commended the Board and staff on a great 2016 and a better 2017. Commissioner Wheeler requested the next Board meeting be held at the Colonel Palmer House.

**Committee Meeting Dates:** None

**Executive Session:**

Commissioner Wheeler moved to enter Executive Session to discuss items Personnel 2 (c) 1, and Land Acquisition/Lease 2 (c) 5, at 7:41 pm. Seconded by Commissioner Aquilina.

Roll Call:

Ayes: 5 (Aquilina, Davis, Hartwig, Wheeler, Gallagher)

Nays: 0

**Reconvene:**

Commissioner Wheeler moved to reconvene open session at 8:15 PM.

Seconded by Commissioner Davis

Roll Call: Ayes: 5 (Aquilina, Collins, Davis, Wheeler, Gallagher) Nays: 0

**Adjourn:**

Commissioner Davis moved to adjourn the meeting at 8:16 PM.

Seconded by Commissioner Bachour-Chemaly

Roll Call: Ayes: 5 (Wheeler, Davis, Collins, Aquilina, Gallagher) Nays: 0

Approve: \_\_\_\_\_ Attest: \_\_\_\_\_  
President Secretary