



Call to Order:

President Eric Anderson called the meeting to order at 6:30 PM.

Roll Call:

Commissioners Present:

Jason Heisler, Michael Jacobson, Karen Johnson, Sarah Michehl, Eric Anderson

Commissioners Absent: Cathy Cagle

Late Arrival: Cathy Cagle arrived at 6:48pm.

Legal Counsel: Scott Puma, Ancel, Glink, Diamond, Bush, DiCianni and Krafthefer, P.C.

Staff: Jason Herbster, Executive Director, Erik Jakubowski, Superintendent of Park Services, Amy Olson Manager of Park Planning and Development, Tina Becke, Superintendent of Business Services, Kurt Reckamp, Superintendent of Recreation Programs and Facility Services, Claire Naughton, Manager of Facility Services, Anne Sandor, Recording Secretary

Pledge of Allegiance: The Pledge of Allegiance was recited.

Citizens: Aaron Gold, Speers Financial Advisor

Approval of Agenda

Commissioner Michehl moved to approve the agenda. Seconded by Commissioner Jacobson. All were in favor.

Matters from the Public: None

Discussion Items

A. General Obligation Bonds

Commissioner Anderson asked Aaron Gold, Speer Financial Advisor to highlight the debt service extension base and how the roll over bonds and alternative revenue source bonds are used. Anderson also stated the Board needed to look at the funds available over a 20-year amortization.

Aaron Gold, Speers Financial Advisor, presented a model for issuance for the tax-exempt general obligation limited tax park bonds, series 2023. He explained bond issuance, non-referendum bonds and the Board's authority to issue general obligation limited tax bonds and the use of alternative revenue source bonds to infuse capital projects with existing funds. He presented a timeline for issuance.

Commissioner Anderson noted that the District can levy \$1.275 million dollars and use bond proceeds as the alternate revenue source for a large capital project and suggested issuing general obligation bonds for capital projects each year.

Aaron noted Speer will be competitively selling to the local banks on November 15, 2023, and will present the results to the Board on November 16, 2023, for board approval and the closing on issue will be on December 5, 2023. In addition, Bond council is on the distribution list for the transaction and will provide an opinion of legality and an opinion on the tax exemption of issue.

B. Funding Needs 2024-2025

Executive Director Herbster noted that the Board requested a summary of needs for the next three years. The focus of the report was on capital replacement projects totaling \$6.5 million. Commissioner Cagle asked what percentage of projects are actually planned. Herbster stated it is hard to give a percentage and even though the projects are prioritized, the projects may get shifted as needed.

Cagle asked about the items listed in the strategic plan and why some of the priorities were not included on the project list. Herbster said there are some projects included in the project list, additional items will be added to the project list once a facility feasibility study is conducted.

Cagle expressed concern of the cost, and the upkeep and replacement of the hard structures listed in the strategic plan. She stated she reviewed population data from 2010 and found that a lot of what has been built is due to past rapid population growth and currently, the population of Crystal Lake is lower than 2010. She said she did not think the District should be building more structures if the population is not increasing and would like to see hard structures not be replaced and look into cost effective parks. Commissioner Jacobson noted people are using the parks and programs. Herbster stated that some of what is listed is what the public is asking for. Commissioner Michehl wanted to be sure the existing neighborhood courts are being taken care of if they are being used.

C. Tax Levy Models and Determination of Increase Percentage

Three Levy scenarios for 2023 Levy were presented to the Board. A 5% scenario, 2.5% scenario and a 0% scenario with all funds(5% (Max) with new growth, 2.5%), all with new growth.

Commissioner Cagle moved to approve a 4% tax levy. Seconded by Commissioner Matthias. All were in favor.

Staff will present a proposed tax levy model at 4% to the Board for approval of determination, at the Regular Park Board meeting on October 19. The tax levy ordinance will be presented to the Board for approval at the Regular Park Board meeting on November 16, 2023.

D. The Racket Club Report Review

Executive Director Herbster thanked staff for their work done on the consultants review on The Racket Club and noted that staff received directives from a previous Board to get the Club back on track financially, get the fund balance to where it should be according to the fund balance policy. There were issues with operations and adjustments were made by eliminating staff, adjusting the pay grade and adjusting fees to get The Club back to where it should be. This was done over a four-year period. Commissioner Anderson noted that the directive of the current board is to address the resident/nonresident rates as there are a lot of non-residents attending the facility and the Board wants to see the facility as a profit center. Director Herbster stated he is confident that the Club will continue to move in the right direction.

Superintendent Kurt Reckamp highlighted the following areas of the review the Sport's Club Advisors review of The Racket Club and on areas that are already being implemented.

Finances :

- Presented of a five-year spreadsheet showing proposed increases and will review in depth at the Committee of the Whole meeting in November.
- 2%-10% raise for residents this year 30% increase for non-resident and there are planned increases across the board for the next couple of years

- \$200,000 that is budgeted to be moved out of The Racket Club fund balance into the capital fund and the \$60,000 planned for repayment for the outdoor court project.

#### Operations

- Staff is working with the marketing department on a communication plan to keep the District in the forefront in regard to tennis program offerings for all ages..
- Staff does not feel that adding four full-time staff members is warranted at this time. Succession plans will be needed as staff members get closer to retirement.
- Recommendation for additional staff needs will be determined and additional staff is needed to support cardio tennis. There were some concerns about this recommendation as Jim is a cardio tennis salesperson or advisor and staff wasn't sure if this was appropriate part of a consultant review as the Club has a long history of offering cardio tennis. Staff is working with marketing on a new social media campaign for cardio tennis.
- Staff agreed with the consultants that the clay courts are a great thing to offer our membership base.

#### Implementing Pickleball

- Staff has looked into many options for Pickleball and will continue to look at programming cost benefit analysis to determine how much court space should be allowed for pickleball. Currently, there is pickleball going on in courts 7,8 and 9 several days a week. The recommendation to hire a Pickleball Director is a direction staff feels is not necessary at this time.

#### Rethinking the staffing structure

- Commission/Bonus  
Staff has reached out to not only other tennis facilities but other Park Districts to see a compensation model similar to what Sports Club Advisors recommended. Currently, staff has not found anyone that can give us a good example. Staff feels that a commission compensation structure may not be the best way to go. Staff is looking into changing the hourly rate for employees. There are concerns about implementation across the board and record keeping district wide.

#### Standalone software system

- Staff met with two vendors and will continue to research programs.
  - VSI has less features and is integrated with finances and operations.
  - Racquet Desk has more features, and there is no integration with finances and operations

#### Turning childcare room into a fitness center

- Room too small
- Will continue to consider fitness areas at the Club

Commissioner Anderson questioned the dollar rate for non-resident membership Director Herbster explained that for this year, residents \$30 non-residents \$39 and 3% increases will be implemented annually. Commissioner Michehl asked why the non-resident rate is not charged across the board. Director Herbster stated that only memberships were increased, and Board approved.

Commissioner Anderson stated that he understood the non-members rates were made across the board. Staff explained that the annual membership covers the non-member rate.

Commissioner Johnson asked what was included in the membership, and what would the extra costs be for a member to participate in the offerings.

Claire Naughton, Facility Manager, explained the membership fee includes member fees for private lessons, programs for all ages, events, insures permanent court time (members can schedule court time one week in advance).

Commissioner Anderson requested a model showing the resident, non-membership rates and non-resident fees to all areas of the club. He requested the model show the current projections and projections with changes to the new non-resident fees. Staff will be present this model at the Committee Meeting of the Whole in November.

#### E. Police Review

Commissioner Anderson reported that he and Executive Director Herbster met with the Mayor, City Manager and Chief of Police to discuss park police operations. At the last Park Board meeting, Executive Director Herbster was directed to present a list quantifying the need for the Park Police. Herbster reviewed the report and highlighted the following concerns.

**Duplication of Services:** Some services may be considered a duplication, but the City police will not patrol all of the parks as do Park Police. We have more land than other park districts that need patrol. Proactive policing will go away and will turn into reactive policing. He noted a statement was made in the Comprehensive Plan survey, "when the park police arrived in a park, a suspicious vehicle decided to leave the park."

**Saving Money:** Police functions will still need to be done, so saving all dollars going towards police will not happen.

**Staff concerns:** Delayed responses with City Police to non-emergency related issues. Feeling less safe in the parks and facilities. The presence of Officers contributes to that feeling of safety.

#### Staff Comments:

Superintendent Erik Jakubowski commented that the Park Police Department was established in 1924. They are a part of the DNA of the District. They may be approximately 5% of work done that could be considered a duplication of services. He expressed concerns of parking at Lippold Park without Park Police enforcement and that more work would be created for staff if we did not have the Park Police. He suggested trying different options, before a decision is made to eliminate the Park Police department, i.e., cutting back on staffing and using SEECOM to dispatch City Police for certain situations to compare with/without Park Police services.

Superintendent Reckamp noted that he spoke to his contact at the Round Lake Park District. They have a Ranger Program to look after their parks, and for special events they hire out, i.e., Independence Day fireworks celebration. They consider a massive crowd to be 1000-2000 people. Our District has that attendance alone on Tuesday nights, other special events and at Lippold on the weekends. We use the Police constantly; they are involved in program planning. He gave an example of when a Park Officer was needed to be posted at the preschool program for a custody issue. Jakubowski stated a municipal officer may be of assistance, but there are many benefits to having the Park District Police that the City Police could not provide. We have great communication with the Park Police and communication may not be as great with municipal police.

Commissioner Jacobson stated that he can verify that the Park Police is beneficial to the District. There is a concern of value when reassigning duties. Commissioner Michehl stated that she felt the services listed on the report provide to the district is beneficial.

Commissioner Anderson noted that the issue is prioritization of resources, to save money and continue to operate with the Police Department and requested that staff be more objective when presenting issues for Board decisions. Superintendent Tina Becke expressed the concerns of extra work assigned to staff or hiring staff to cover the functions of the Park Police. Commissioner Michehl noted that if this Park Police service is removed from tax payers that is valued. Commissioner Johnson noted the number of hours the Park Police spend patrolling our property and was concerned if the City Police would provide the same.

Commissioner Cagle noted that some of the duties are duplication and suggested the issue should be brought to the Decennial Committee for further discussion.

The Board agreed for staff to develop revised budget plan of Police Operations to be presented at the December Committee of the Whole meeting.

F. Full Time Employee Compensation Structure Update

Executive Director Herbster presented a revised Competitive Pay Structure. Herbster explained that the revision was conducted by HR Resource and is updated every 2-3 years. This report is used as a tool when deciding on a salary for new hires.

The report will be placed on the agenda for approval at the Regular Board meeting in October.

G. Hill Farm Barn Process Update

Park Planning and Development Manager, Amy Olson reported that there will be a Community Input Meeting on October 24 for the community to share ideas for the park re-development project.

Other:

Commissioner Cagle suggested looking into connecting a walking path on the north side of Hillside Road from Sterne's Woods to the bike trail .

Commissioner Anderson adjourned the meeting at 8:49 PM.

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