



Park District Board of Commissioners

Regular Meeting Minutes

October 19, 2017



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.

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

Commissioners Present:

Caroline Bachour-Chemaly, Michele Hartwig, Larry Wheeler, Shawn Zimmerman, Debbie Gallagher

Telephonic Attendance: Thomas Aquilina

Commissioners Absent: Julie Martens

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

Staff: Jason Herbst, Executive Director, Erik Jakubowski, Superintendent of Park Services, Ann Viger, Director of Planning and Development, Debra Oldham, Superintendent of Business Services, Anne Sandor, Recording Secretary

Citizens: Ryan and Min Voleck (Residents), Ken and Chris Sherden (Residents), Jamie Wilkey, Lauterbach & Amen, Dave Phillips, Speer Financial, Inc.

Pledge of Allegiance: The Pledge of Allegiance was recited.

Approval of Agenda: Items A. Presentation: Lauterbach and Amen –Auditor’s Presentation and B. Speer Financial – Acceptance of Low Bid Rate and C. Approval: Ordinance 17.18.06 were moved for discussion before Matters from the Public.

Commissioner Wheeler moved to approve the agenda, as amended. Seconded by Commissioner Hartwig. All were in favor.

Approval of Minutes:

Commissioner Bachour-Chemaly moved to approve the Regular meeting minutes of September 21, 2017, as presented. Seconded by Commissioner Aquilina. All were in favor.

Commissioner Shawn Zimmerman moved to approve the Special meeting minutes of October 5, 2017, as presented. Seconded by Commissioner Wheeler. All were in favor.

Approval of Voucher List:

Commissioner Wheeler moved to approve the balance of the vouchers for September 2017, in the amount of \$288,700.28. Seconded by Commissioner Hartwig.

Roll Call: Ayes: 6 (Aquilina, Bachour-Chemaly, Hartwig, Wheeler, Zimmerman, Gallagher) Nays: 0

Approval of Interim Voucher List:

Commissioner Wheeler moved to approve the balance of the interim vouchers for October 2017, in the amount of \$278,378.04. Seconded by Commissioner Bachour-Chemaly.

Roll Call: Ayes: 6 (Bachour-Chemaly, Hartwig, Wheeler, Zimmerman, Aquilina, Gallagher) Nays: 0

Treasurer’s Report:

Commissioner Wheeler moved to approve the balance of the Treasurer’s Report for September 30, 2017, in the amount of \$11,930,205.30. Seconded by Commissioner Zimmerman.

Roll Call: Ayes: 6 (Hartwig, Wheeler, Zimmerman, Aquilina, Bachour-Chemaly, Gallagher) Nays: 0

New Business: Items B. C. and A.

B. Speer Financial – Acceptance of Low Bid Rate

Dave Phillips presented the bid results for the \$907,130 General Obligation Limited Tax Park Bonds, Series 2017B. Four bids were received. Mr. Phillips recommended the bonds be awarded to Crystal Lake Bank & Trust Company, N.A., Crystal Lake, IL at a revised price of \$909,340 at an interest rate of 1.7400%.

Commissioner Wheeler moved to accept the Bid from Crystal Lake Bank & Trust Company, N.A., at an interest rate of 1.7400% for the General Obligation Tax Bond Series 2017B. Seconded by Commissioner Zimmerman.

Roll Call: Ayes: 6 (Wheeler, Zimmerman, Aquilina, Bachour-Chemaly, Hartwig, Gallagher) Nays: 0

C. Approval: Ordinance No. 17.18.06

Commissioner Wheeler moved to approve Ordinance 17.18.06, An Ordinance providing for the issue of approximately \$909,340 General Obligation Limited Tax Park Bonds, Series 2017B, 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: 6 (Zimmerman, Aquilina, Bachour-Chemaly, Hartwig, Wheeler, Gallagher) Nays: 0

A. Approval: Lauterbach and Amen - Auditor's Presentation

Jamie Wilkey, Lauterbach & Amen, LLP presented a review of the Comprehensive Annual Financial Presentation Report and Management Letter for the fiscal year ending April 30, 2017. The District received the Certificate of Achievement for Excellence in Financial Reporting. Ms. Wilkey explained this Certificate is the highest level of achievement for a government agency.

Ms. Wilkey reported this was a clean audit process and not a single journal entry was made. She commended Debra Oldham and staff on their work.

Ms. Wilkey highlighted the following financial highlights noted in the Management's Discussion and Analysis.

- The District's net position increased as a result of this year's operations. Net position of business type activities increased by \$39,775, or 2.0 percent, net position of the governmental activities increase by \$1,972,489 or approximately 6.9 percent.
- During the year, government-wide revenues for the primary government totaled \$11,577,958, while expenses totaled \$9,565,694, resulting in an increase to net position, \$2,012,264.
- The General Fund reported an increase this year of \$379,074, an increase of 13.2 percent.
- The Recreation Fund reported an increase this year of \$210,574, resulting in ending fund balance of \$2,226,880, an increase of 10.4 percent.

Commissioner Wheeler moved to accept the Comprehensive Annual Financial Report for the Fiscal Year Ended April 30, 2017. Seconded by Commissioner Hartwig. All were in favor.

Matters from the Public:

Mr. Ken Sherden asked for clarification regarding the public presentation given on the Fetzner Park Riparian Area Restoration Project to restore the property to its natural state; referring to the discussion of the property in the 1830's. Commissioner Gallagher explained the presentation showed that the property was a wetland in the 1830's, the farmers built a ditch for their crops, and today, the property is located in the Woods creek Watershed.

Gallagher noted the Park Board and Staff have been transparent with the neighbors, and are very concerned with the water quality in the watershed.

Mr. Voleck stated that he is in agreement with the native plantings, and requested the District plan to enhance the area along Ackman Road.

Unfinished Business:

A. Fetzner Park Project Discussion

It was a consensus of the Board that a letter be mailed to the Fetzner Park neighbors regarding updates to the Fetzner Park Riparian Area Restoration project. A copy of the letter is attached.

Consent Agenda:

Commissioner Bachour-Chemaly moved to approve Consent Agenda item A. Crystal Lake Lions Club Raffle Request, as presented. Seconded by Commissioner Hartwig. All were in favor.

New Business (Continued)

D. Discussion: City of Crystal Lake Storm Water Solutions Initiative

Director Herbster introduced Mr. Michael Magnuson, Director of Public Works. Herbster reported he and Ann Viger have been attending the Storm water Solution meetings headed by Mr. Magnuson. Herbster added Mr. Magnuson has been very upfront and is working on solutions to make the best improvements to prevent flooding. Mr. Magnuson noted some possible solutions that City and the Park District can work on to help the North Shore/Crystal Vista East area, i.e., taking on more water in Lippold Park, adjusting the restriction plate, adding storm sewer and detention areas. The City and the Park District consider this a high priority and will continue to work together on this issue.

E. Appointment: Delegate and Alternate for the Annual IAPD Business Meeting

The Board appointed Executive Director Herbster as the Delegate and Commissioner Zimmerman as the Alternate for the Annual IAPD Business Meeting.

Reports to the Board:

Director Herbster noted the Annual Lake meeting will be held at 7:00pm, Monday, October 30, 2017 at Park Place. A shoreline restoration presentation will be given in addition to the Hey and Associates Lake Report.

The home on the Beal's property will be used as a maintenance workshop. Gary Christ will be moving out of the home on the Christ property on November 15, 2017.

The Festival of Lights Parade will be held on November 24, 2017. Commissioners Martens, Hartwig, Gallagher, and Bachour-Chemaly expressed interest in participating.

Ann Viger reported the ADA project at Lippold Park and the Main Beach project are proceeding well.

Debra Oldham noted signatures from Gallagher and Wheeler are needed on the bond documents; they will be filed next week.

Matters from the Board:

Commissioner Wheeler reported he attended the NRPA Conference. Most sessions were filled. He attended a session on Park Foundations, and received good resources to get the Park Foundation up and running.

Committee Meeting Dates: None.

Commissioner Aquilina was excused from the meeting at 7:59pm.

Executive Session: Commissioner Bachour-Chemaly moved to enter Executive Session at 8:00pm to discuss items C. Sale and Lease 2 (c) 6 and D. Land Acquisition/Lease 2 (c) 5. Seconded by Commissioner Hartwig.

Roll Call: 5 (Bachour-Chemaly, Hartwig, Wheeler, Zimmerman, Gallagher) Nays: 0

Reconvene: Commissioner Wheeler moved to reconvene Regular Session at 8:21pm. Seconded by Commissioner Hartwig. All were in favor.

Matters from Executive Session: None.

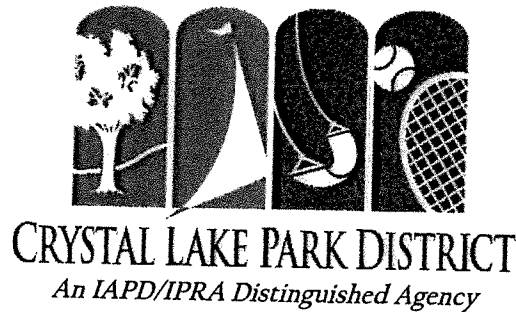
Adjourn: Commissioner Wheeler moved to adjourn the meeting at 8:22pm. Seconded by Commissioner Zimmerman. All were in favor.

Approve: _____

Attest: _____

President

Secretary



October 19, 2017

Re: Fetzner Park Riparian Area Restoration Project Update

Dear Neighbor of Fetzner Park,

On behalf of the Park Board of Commissioners, I want to thank those that were able to attend the October 5, 2017 Special Meeting on the Fetzner Park Riparian Area Restoration Project. I also want to thank those that were unable to attend the meeting but provided feedback to the Board and staff about the project. As was stated at the closing of the meeting, a follow up correspondence would be sent to neighbors of Fetzner Park as to the status of the project once concerns and possible modifications to the project were considered.

The three main items that came out of the meeting were as follows:

- 1) Leave more trees in the areas where work has not started
- 2) Leave the retention areas as grass and do not plant with native wild flowers, etc.
- 3) Review/eliminate the use of herbicide chemicals

Staff, a member of the Park Board along with staff from Applied Ecological Sciences recently walked the entire project site with the above three items in mind. As a result of the walk through, more trees are in the process of being tagged to keep in an effort to provide screening as requested. A large part of what will be removed is the invasive underbrush that is providing considerable screening. It is important that the underbrush and blockages in the stream be removed. Even with keeping more trees than originally planned, the trees and underbrush that will be removed will significantly change the appearance of the landscape. Once the trees and underbrush are removed, a stump grinder will be used to remove as many stumps as possible. Those not able to be removed by the machine will be painted with a minimal amount of herbicide to remove the stump. Native plantings along the stream shore line will become the screening mechanism.

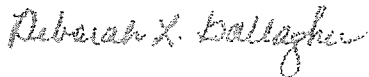
The detention areas that, according to the plans, are to be naturalized with native wild flowers, plants and grasses will remain part of the project. After further review, the water that enters these areas and then the stream benefit greatly by draining through these plants. While draining through turf grass helps, the system with plants is more effective. Cleaning and movement of the water is a major thrust of this project.

Moving forward, the Crystal Lake Park District will focus additional attention, funds and plant material to continually improve this area in an aggressive manner. This will begin immediately so you will see Park District crews in the park planting this fall.

At this time, any changes to the original plan will need to be approved by the Illinois Environmental Protection Agency. Until approvals are in place, the project will remain on hold with the earliest start date being mid-November. If changes are not approved or impact the grant funds, no changes to the original plans may occur. Once the Crystal Lake Park District receives word from the IEPA one way or the other and a start date for the work is determined, further correspondence will be sent out to neighbors.

If you have further questions, please do not hesitate to contact Ann Viger at aviger@crystallakeparks.org, Jason Herbster at jherbster@crystallakeparks.org or myself at dgallagher@crystallakeparks.org.

Sincerely,



Deborah Gallagher
President
Crystal Lake Park Board