



**Park District Board of Commissioners
Regular Meeting Minutes
January 20, 2022**

Call to Order:

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

Commissioners Present:

Debbie Gallagher, Jason Heisler, Karen Johnson, Linda Matthias, Sarah Michel, Cathy Cagle
Video Attendance: Eric Anderson

Legal Counsel:

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

Staff:

Jason Herbster, Executive Director, Erik Jakubowski, Superintendent of Park Services, Tina Becke, Superintendent of Business Services, Kurt Reckamp, Superintendent of Recreation Programs and Facility Services, Anne Sandor, Recording Secretary

Citizens: None.

Pledge of Allegiance: The Pledge of Allegiance was recited.

Approval of Agenda:

Commissioner Gallagher moved to approve the agenda, as presented.
Seconded by Commissioner Matthias.

Commissioner Cagle requested New Business items C. Approval: Woodland Estates Park Playground Equipment Purchase, D. Approval: Lapins Park Playground Equipment Purchase and F. Approval: Brighton Oaks Park Playground Equipment Purchase be move to the Consent Agenda.

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

Matters from the Public: None.

Committee Reports: None.

Unfinished Business: None.

Presentation

A. Hitchcock Design Presentation / Haligus Park 50% Schematic Design

Andy Howard, Design Principal and Jenna Beck, Associate, Hitchcock Design Group, gave a presentation of two design concepts for the Haligus Park project. The designs were based on feedback received from a neighborhood input meeting. The two concepts presented were the Agricultural Adventure and the Organic Flow.

The Park Board was in favor of the Organic Flow design and appreciated the natural plantings, sport fields, trails and gathering spaces. The Board expressed concerns of entrance to the parking lot, an additional restroom with a natural looking covered area at the pickleball court area and the addition of a basketball court. Thoughts of incorporating electric car stations and silo slides were expressed.

Commissioner Michehl noted the District will have more of an opportunity to strengthen the grant application when incorporating walking, biking and natural history to the project. Commissioner Cagle noted comments were made at the public neighborhood meeting not to include a splash pad at this park. Executive Director Herbster suggested the water feature presented could be used as a splash area and would not be like another park.

The next steps will include incorporating the Commissioner's comments to the design, set a date for an additional public meeting, a cost schedule and grant cycle information will be brought back to the Park Board for review.

Consent Agenda:

- A. Approval: The Voucher Expenses for the month ending, December 31, 2021, in the amount of \$1,903,805.64.
- B. Approval: The Interim Voucher Expenses for the month ending January 31, 2022, in the amount of \$154,028.33.
- C. Accept: The Treasurer's Report for the month ending, December 31, 2021, in the amount of \$12,892,526.37.
- D. Approval: Regular Meeting Minutes 12-16-21
- E. Ordinance 21.22.15 Tax Abatement General Obligation Bonds (Alt Rev Source) Series 2012B
- F. Ordinance 21.22.16 Tax Abatement General Obligation Bonds (Alt Rev Source) Series 2016B
- G. Ordinance 21.22.17 Tax Abatement General Obligation Bonds (Alt Rev Source) Series 2018A
- H. Ordinance 21.22.18 Tax Abatement General Obligation Bonds (Alt Rev Source) Series 2020A
- I. Approval: Woodland Estates Park Playground Equipment Purchase of Landscape Structures playground equipment from Nutoys Leisure Products for Woodland Estates Park in the amount of \$15,210.00, per the attached proposal.
- J. Approval: Lapins Park Playground Equipment Purchase of Landscape Structures playground equipment from Nutoys Leisure Products for Lapins Park in the amount of \$61,385, per the attached proposal.
- K. Approval: Brighton Oaks Park Playground Equipment Purchase of Gametime playground equipment from Cunningham Recreation for Brighton Oaks Park in the amount of \$114,319.74, per the attached proposal.

Commissioner Gallagher moved to approve the Consent Agenda, as presented.

Seconded by Commissioner Michehl

Roll Call: Ayes: 7 (Anderson, Gallagher, Heisler, Johnson, Matthias, Michehl, Cagle) Nays: 0

Items Removed from Consent Agenda: None

Business Items

- A. Approval: Intergovernmental Agreement Lake Safety and Ecology User Fees
Commissioner Gallagher moved to approve the Intergovernmental Agreement regarding Lake Safety and Ecology Fees for Users of Crystal Lake as presented.
Seconded by Commissioner Matthias.

Commissioner Gallagher noted she suggested sending the collected boat decal/ecology funds to the Village of Lakewood.

Commissioner Anderson noted the decal fees are based on the horsepower of a watercraft, which is not always listed on the registration.

Commissioner Cagle stated she is in favor of this agreement, and appreciated the work the Lake Advisory Committee has done. She felt the fee structure would need to be revisited.

Commissioner Anderson suggested passing the agreement as presented. Commissioner Cagle noted amendments can be made later.

Commissioner Johnson noted it will be critical to be sure the agreement information is clear and is made clear to the public, if passed. Executive Director Herbster stated the information will be heavily promoted.

Executive Director Herbster noted the Village of Lakewood has tabled the issue until after the Park District and the City of Crystal Lake approve the agreement.

Roll Call: Ayes: 7 (Gallagher, Heisler, Johnson, Matthias, Michehl, Anderson, Cagle) Nays: 0

- B. Approval: Resolution 21.22.06 Referendum Question to Change Terms of Office from 4 years to 6 years

Commissioner Gallagher moved to approve Resolution 21.22.06, Referendum Question to Change Terms of Office from 4 years to 6 years.

Seconded by Commissioner Heisler

Roll Call: Ayes: 4 (Johnson, Michehl, Gallagher, Cagle) Nays: 3 (Heisler, Matthias, Anderson)

- C. Approval: Woodland Estates Park Playground Equipment Purchase
Item moved to Consent Agenda Item I.

- D. Approval: Lapins Park Playground Equipment Purchase
Item moved to Consent Agenda Item J.

- E. Approval: Kamijima Park Playground Equipment Purchase
Item moved to New Business, Item J.

- F. Approval: Brighton Oaks Park Playground Equipment Purchase
Item moved to Consent Agenda Item K.

- G. Approval: Pickup Truck Purchase

Commissioner Heisler moved to approve the purchase of two new 2022 Ford F350 Super Duty Pickup trucks, for the amount of \$89,200.00, from Morrow Brothers Ford, Illinois State Contract.
Seconded by Commissioner Michehl

Roll Call: Ayes: 7 (Johnson, Matthias, Michehl, Anderson, Gallagher, Heisler, Cagle) Nays: 0

- H. Approval: The Racket Club Ceiling Project

Commissioner Michehl moved to accept the lowest responsive, responsible bid, submitted by Sports Interiors in the amount of \$163,050 to include alternate 2, the addition of insulation, for The Racket Club Ceiling Renovation Courts 5-9 and Practice Court Project.

Seconded by Commissioner Matthias

Roll Call: Ayes: 7 (Matthias, Michehl, Anderson, Gallagher, Heisler, Johnson, Cagle) Nays: 0

- I. Approval: The Golf Learning Center Mini Golf Carpet Replacement Project
Commissioner Matthias moved to accept LFI Company's estimate for Jane Farrell's turf, travel/lodging and install in the amount of \$71,161, for The Golf Learning Center Miniature Golf Course turf replacement of 36 holes.
Seconded by Commissioner Johnson
Roll Call: 7(Michehl, Anderson, Gallagher, Heisler, Johnson, Matthias, Cagle) Nays: 0
- J. Approval: Kamijima Park Playground Equipment Purchase
Commissioner Gallagher moved to approve the purchase of Little Tikes playground equipment from Parkreation for Kamijima Park in the amount of \$50,000, per the attached proposal. Seconded by Commissioner Matthias

Commissioner Anderson noted he had been contacted by the public regarding the plans for Kamijima Park. They were requesting the park be designed for exceptional use; i.e., canoe launch, restaurant, marina. Executive Director Herbster noted the property is not buildable as it is in the flood plain.

Roll Call:

Ayes: 6 (Gallagher, Heisler, Johnson, Matthias, Michehl, Cagle)

Abstain: 1 (Anderson)

Nays: 0

Discussion Items:

A. Capital Projects 2022-2023

- Commissioner Cagle reported the Annual Board Retreat will be cancelled due to the Strategic Planning project.
- Executive Director Herbster reported the District will not be receiving the Veteran Acres Trail Improvement Grant award due to administrative issues at the IDNR.
- The Nature Center Exhibit Grant award will be announced in February.
- Commissioner Heisler noted the condition of the stairs at the Administrative Office and suggested to move the project up on the capital project list.
- Commissioner Gallagher noted the costs for the Mickey Sund field improvement project and asked if alternative improvements could be made to lower the cost.
- Commissioner Gallagher asked for an update on the Canterbury Playground project. Executive Director Herbster reported he has not received a response from District 47.
- Commission Cagle suggested to reconsider the use of the clay courts; i.e., transform the courts to pickleball courts. Executive Director Herbster noted further discussion with The Racket Club staff will be needed.

B. 2017-2022 Strategic Planning 6-Month Update

Executive Director Herbster gave an update on the 2017-2022 Strategic Plan.

C. Part-time Wage Schedule

The Board was given a revised Part-time Wage Scale for year 2022-2023. Executive Director Herbster noted in reviewing the five year minimum wage implementation plan, some positions will need to reach the \$15 minimum wage due to the difficulty in finding staff and competing with the part time job market. Superintendent Reckamp noted this wage scale is for year 2022-2023 and will be revised each year. The Board agreed for staff to move forward with the revised part-time wage scale to budget accordingly and to post summer positions.

D. Indoor Facility at The Racket Club

Executive Director Herbster reported he contacted the Village of Cary regarding building on the open space property at The Racket Club. The overall commercial development that includes The Racket Club was designed with a storm water basin. A formal decision on building would be made after plans are submitted to the Village. The Illinois Department of Transportation will be contacted regarding future plans of Route 31. It was a consensus of the Board to move forward with contacting IDOT and planning for an additional facility.

Executive Director Herbster stated he will contact IDOT and meet with the Racket Club staff and will be provide an update at the next Park Board meeting.

Reports to the Board:

Executive Director, Jason Herbster

- Seven staff and one Commissioner will be attending the IAPD/IPRA State Conference.
- The State of the Community Luncheon is scheduled for February 4, 2022.
- Ann Viger, Director of Park Development, will be receiving the GEM Leadership award at the Crystal Lake Chamber GEM Celebration on April 21, 2022.

Superintendent of Business Services, Tina Becke

- The Levy Confirmation has been received for the 2021 Tax Levy that was filed in December 2021.
- The Statement of Economic Interest filings begin in February. The deadline to file is May 1, 2022. There is a \$100/per day fine if not filed by the deadline.
- W2's and 1099's will be out by January 31, 2022.

Superintendent of Recreation Programs and Facility Services, Kurt Reckamp

- Working on the Affiliate agreement; addressing Board operational concerns.
- June Election: Voting locations for the June 2022 election will be at the Nature Center, Rotary Building and West Beach. Main Beach will not be accessible.

Superintendent of Park Services, Erik Jakubowski

- The lights at the Veteran Acres tennis courts will be installed next week.
- The Rotary Building siding project is complete.

Matters from the Board:

Commissioner Eric Anderson

- A second to a proposed motion does not necessarily indicate that the seconder favors the motion. A second to a motion will open the motion for discussion.

Commissioner Karen Johnson

- The Frozen Gnome event went well.

Commissioner Sarah Michehl

- Shared a positive experience with a patron at Sterne's Woods. She was able to show the patron the signage to show the biking rules on the signage.

Commissioner Debbie Gallagher

- The Crystal Lake Parks Initiative Foundation will be submitting a letter to the Park Board requesting approval for the Regatta 2022 event.

Commissioner Cathy Cagle

- Thanked Commissioner Anderson for clarifying the second to a proposed motion.
- Noted her son has been a participant of the District's Hapkido program for several years. He will be receiving his black belt this month.

Committee Meeting Dates:

The Personnel and Policy Committee meeting scheduled on February 1, 2022, has been cancelled.

Adjourn:

Commissioner Matthias moved to adjourn the meeting at 8:44 PM.

Seconded by Commissioner Gallagher. All were in favor.

Approve: _____ Attest: _____
President Secretary

