

Call to Order: Commissioner Hartwig called the meeting to order at 7:00 pm.

Roll Call:

Commissioners Present: Debbie Gallagher, Shawn Zimmerman, Cathy Cagle, Michele Hartwig
Commissioners Absent: Caroline Bachour-Chemaly, Larry Wheeler
Telephonic Attendance: Thomas Aquilina

Staff Present: Jason Herbster, Executive Director, Erik Jakubowski, Superintendent of Park Services, Ann Viger, Director of Planning and Development, Katrina Hanna, Superintendent of Business Services, Kurt Reckamp, Superintendent of Recreation Programs and Facility Services, Anne Sandor, Recording Secretary

Public: Steven Byers, Natural Areas Resource Specialist, Illinois Nature Preserves Commission, Jean Natoli, Crystal Lake Resident, Megan Freese, Crystal Lake Resident, Laurie Sabol, Crystal Lake Resident

Pledge of Allegiance

Approval of Agenda

Commissioner Cagle moved to approve the Agenda, as presented. Seconded by Commissioner Zimmerman. All were in favor.

Approval of Minutes

A. Regular Meeting Minutes -01-17-19

Commissioner Gallagher moved to approve the 01-17-19 Regular Meeting Minutes, as presented. All were in favor.

B. Board Retreat Minutes 02-02-19

Commissioner Zimmerman moved to approve the 02-02-19 Board Retreat Minutes, as presented. Seconded by Commissioner Cagle.

Commissioner Cagle note the following three discussion items were not included in the minutes.

- Commissioner Gallagher suggested changing the Crystal Lake Park District name to include the Village of Lakewood.
- Commissioner Cagle suggested evaluating Park District land to determine if its property we should retain.
- Commissioner Gallagher suggested reviewing the Non-Resident policy.

Commissioner Gallagher moved to approve the 02-02-19 Board Retreat Minutes, as amended. Seconded by Commissioner Cagle. All were in favor.

Approval of Voucher Expenses: Commissioner Zimmerman moved to approve the balance of the voucher expenses of January 31, 2019, in the amount of \$36,728.17.

Seconded by Commissioner Gallagher.

Roll Call: Ayes: 5 (Aquilina, Gallagher, Zimmerman, Cagle, Hartwig) Nays: 0

Approval of Interim Voucher Expenses

Commissioner Zimmerman moved to approve the balance of the interim voucher expenses of February 2019, in the amount of \$135,407.22. Seconded by Commissioner Cagle.

Roll Call: Ayes: 5 (Gallagher, Zimmerman, Cagle, Aquilina, Hartwig) Nays: 0

Treasurer's Report

Commissioner Zimmerman moved to approve the balance of the Treasurer's Report for January 2019, in the amount of \$10,741,829.97. Seconded by Commissioner Gallagher.

Roll Call: Ayes: 5 (Gallagher, Zimmerman, Cagle, Aquilina, Hartwig) Nays: 0

Matters from the Public

- Jean Natoli, Crystal Lake Resident, read a statement regarding not receiving notice of the restoration project and expressed her disappointment of the tree removal along Hillside Road. Director Herbster apologized and explained there was a section of neighbors missed on the mailing list when the project notice postcard was sent to the neighbors of Sterne's Fen.
- Steven Byers, Natural Areas Resource Specialist, Illinois Nature Preserves Commission, explained over the years, the fen has started to dry out due to channelization of streams. This has degraded the quality of plants. Removing invasive trees and brush will help rehydrate the fen and allow the rare and endangered plants to grow and animals to return to the Fen.
- It was noted signage with information of the project was posted at Sterne's Woods. Commissioner Hartwig stated she did not recall a sign and suggested it may have been vandalized.
- Ms. Natoli expressed a concern regarding the herbicide the district plans to use on the new growth. Mr. Byers stated the treatment is not a spray. The treatment will be applied individually to each plant.
- Commissioner Gallagher suggested sending letters regarding large projects to neighbors residing within 400 feet of the project area. In addition, staff should send out letters instead of postcards, submit press released two weeks prior to the start of a projects.
- Ann Viger, Director of Planning and Development commented the Park District website is great for staff to get information out to the public.
- Commissioner Hartwig stated she is a user of Sterne's and has seen the changes. These changes are not for landscaping, they are changes made for the good of the land.
- Commissioner Zimmerman thanked the neighbors for taking the time to address the Board with their concerns.

Consent Agenda

- A. ADWA Request: Abby's Big Day Out Event
- B. On Angel's Wings Request: Spring Bingo Event
- C. MCYSA Request: 28th Annual Summer International Championships
- D. America Multi Sport Request: Viking Dash Trail Run Chicago
- E. Heart and Soul Fundraiser Request: Annual Family Picnic Fundraiser Request

Commissioner Gallagher moved to approve Consent Agenda items A. ADWA Request: Abby's Big Day Out Event, B. On Angel's Wings Request: Spring Bingo Event, C. MCYSA Request: 28th Annual Summer International Championships, D. America Multi Sport Request: Viking Dash Trail Run Chicago and E. Heart and Soul Fundraiser Request Annual Family Picnic Fundraiser Request, as presented. Seconded by Commissioner Cagle. All were in favor.

New Business

A. Resolution 18.19.05 Temporary Construction Easement –City of Crystal Lake Crystal Creek Culvert Project

Commissioner Gallagher moved to approve Resolution 18.19.05, a resolution approving a construction easement for the City of Crystal Lake Crystal Creek Culvert Project, as presented. Seconded by Commissioner Zimmerman.

Commissioner Gallagher commented she hope the Crystal Creek Culvert Project helps the North Shore neighbors.

Roll Call: Ayes: 5 (Gallagher, Zimmerman, Cagle, Aquilina, Hartwig) Nays: 0

B. Fund Balance Policy 5.3 Revisions

Commissioner Cagle moved to approve the revisions to the Fund Balance Policy 5.3, as presented. Seconded by Commissioner Zimmerman.

Roll Call: Ayes: 5 (Aquilina, Gallagher, Zimmerman, Cagle, Hartwig) Nays: 0

C. Personnel Policy 412 Emergency Closing

Commissioner Zimmerman moved to approve the Personnel Policy 412 Emergency Closing revisions, as presented. Seconded by Commissioner Cagle.

Roll Call: Ayes: 5 (Zimmerman, Cagle, Aquilina, Gallagher, Hartwig) Nays: 0

D. Bid -Spoerl and Wyndwood Park Site Improvements

Commissioner Gallagher moved to accept the lowest responsive, responsible bid for Spoerl Park and Wyndwood Park Site Improvements, submitted by Evans and Sons Blacktop, including the alternate, for a total cost of \$291,214.76. Seconded by Commissioner Cagle. Commissioner Zimmerman asked if the District worked with Evans and Sons Blacktop. Ann Viger stated the Engineer has worked with them in the past.

Roll Call: Ayes: 5 (Cagle, Aquilina, Gallagher, Zimmerman, Hartwig) Nays: 0

E. Memorandum of Understanding - Major Investigation Assistance Team

Commissioner Zimmerman moved to approve the Memorandum of Understanding between the Crystal Lake Park District and the Major Investigation Assistance Team, as presented. Seconded by Commissioner Cagle.

Roll Call: Ayes: 5 (Aquilina, Gallagher, Zimmerman, Cagle, Hartwig) Nays: 0

F. Discussion: General Practices Manual 3.3 Park Design, Development and Maintenance

The Park Board reviewed Policy 3.3. Park Design, Development and Maintenance.

Commissioner Zimmerman asked for a criteria for the Board to use to approve or deny future requests for playgrounds/parks. Executive Director Herbster stated he hesitated adding criteria to the policy due to distinctive circumstances of each request and suggested adding the NRPA standards as guidelines. The Board agreed to have this policy reviewed by the Personnel and Policy Committee.

Reports to the Board

Jason Herbster, Executive Director:

- Jason will be setting up meetings with the Crystal Lake Park District staff and State Senator and Representative
- The Crystal Lake Park District is accredited by PDRMA. The District receive a score of 98.43 in the loss control review. Anna Olas, Human Resources led the review and staff did a great job.
- The NISRA Recognition Banquet will be held on March 19.

Kurt Reckamp, Superintendent of Recreation Programs and Facility Services:

- The Pickleball Tournament at the Racket Club went well with 200 participants.
- The Bridal Fair at Main Beach was well attended. The vendors suggested running the event twice a year.
- The Affiliate Agreement has be updated and will be distributed at the Affiliate meeting on March 6.
- Staff has been working diligently on the budget for 2019-2020.

Erick Jakubowski, Superintendent of Park Services:

- Man hours have increased due to the snow and ice removal.
- Ice Skating is open at Main Beach.

Telephonic Attendance: Thomas Aquilina was dismissed from the meeting at 8:00 pm.

Matters from the Board

- Commissioner Gallagher commented she appreciates receiving the weekly project report distributed by Ann Viger, Director of Planning and Development.
- Commissioner Zimmerman commented he is happy with the early distribution of the Summer Camp Guide.
- Commissioner Cagle commented the MCYSA ball players practice hitting balls while facing the walking trails at Lippold Park. She requested the MCYSA organization be notified.

Committee Meeting Dates

A Personnel and Policy Committee meeting will be held on Monday, March 4, 2019 at 3:00pm.

Executive Session

- Litigation 2 (c) 11
- Personnel 2 (c) 1
- Sale or Lease 2 (c) 6
- Land Acquisition / Lease 2 (c) 5
- Review of Minutes Including Semi-annual Review to Release 2 (c) 21

Commissioner Gallagher moved to enter Executive Session at 8:09pm to discuss item E. Review of Minutes including semi-annual review to release 2 (c) 21. Seconded by Commissioner Zimmerman.

Roll Call: Ayes: 4 (Gallagher, Zimmerman, Cagle, Hartwig) Nays: 0

Reconvene

Commissioner Gallagher moved to reconvene open session at 8:16PM. Seconded by Commissioner Zimmerman. All were in favor.

Adjourn

Commissioner Gallagher moved to adjourn the meeting at 8:17PM. Seconded by Commissioner Cagle. All were in favor.

Approve: _____ Attest: _____
 President Secretary