



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 Hartwig called the meeting to order at 6:00 PM.

Commissioners Present: Thomas Aquilina, Debbie Gallagher, Larry Wheeler, Shawn Zimmerman, Cathy Cagle, Michelle Hartwig

Commissioners Absent: Caroline Bachour-Chemaly,

Staff: 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, Claire Naughton, Manager of Facilities, Kim Buscemi, Manager of Recreation Programs, Anne Sandor, Recording Secretary

Citizens: Dave Phillips and Aaron Gold, Speer Financial Municipal Advisors

Pledge of Allegiance: The Pledge of Allegiance was recited.

Approval of Agenda: Commissioner Gallagher moved to approve the agenda, as presented. Seconded by Commissioner Wheeler. All were in favor.

New Business:

2019-2020 Budget Review: Dave Phillips and Aaron Gold (Speer Financial, Inc.) gave an overview of the Crystal Lake Park District's debt service extension base, annual roll over general obligation bond issuance, the bi-annual general alternate revenue source bonds and how debt is paid and tax abatement. Mr. Gold and Mr. Phillips noted most park districts do issue rollover bonds and in their opinion park districts could not survive with issuing rollovers.

Business Services: Katrina Hanna reported the budget process went smoothly. Hanna highlighted the following.

- The budget included planned reduction in total fund balance in the amount of \$2,513,920.
- The projected ending combined corporate fund balance at 4/30/19 of \$3,395,855, which is 75.9% in operating coverage. There is a budgeted decrease in fund balance of \$1,137,796 in fiscal year 2019-2020 and the combined corporate funds proposed ending fund balance is \$2,258,059 will provide for 41.2% in operating coverage, which is closer to the 35% target. Staff is comfortable with this reduction in fund balance and is making plans to have as close to a balanced budget as possible in the next fiscal year.

- IT Budget –Professional Services: The IT Specialist position will not be filled at this time. REACT, Inc. will provide additional work for the Park District, as needed. Funds are included in the budget for an IT Specialist in case we decide to go in a different direction mid-year.
- The Golf Learning Center fund has a budgeted decrease of \$32,044.
- The Racket Club fund has a positive ending balance of \$219,978
- Safety Coordinator position will not be filled at this time. Anna Olas, Human Resources Manager has taking on the responsibilities of this position for the last year. The the safety responsibilities will be added to the Human Resource Manager position.

Park Services: Erik Jakubowski highlighted the following.

- Woods creek Building: Siding and gutters replacement
- Main Beach: Replace 2 Furnaces and 1 AC unit in Concessions
- Garage: Lighting replacement and boiler replacement
- Rotary Building: Roof and siding Replacement
- Grand Oaks: AC/Furnace Replacement
- West Beach: Boat Launch Pier
- Beals: 2 Furnace Replacements
- Park Services Staff Increase: 3 Full Time Labors
- Increase Part time police staff budget by staffing two officers for each shift on all evening and weekend patrols, as needed

Recreation & Facility Services: Kurt Reckamp highlighted the following.

- Facility Rentals: Upgrading facilities will help increase the program participation and rental reservations. The creation of a facility rental position has been an improvement.
- Programs: Staff has created new programs, including a new competitive dance team to the dance program.
- Concessions: A Concession Consultant firm has been retained to provide direction on effectively maximizing our current operations.
- Racket Club: Staff continues to monitor this fund. New ball machine and signage for the club are included in the budget.

Park Development & Interpretive Services: Ann Viger highlighted the following projects.

- Assessment needed of the Park Impact fees from the City of Crystal Lake. Ann is working closely with the City of Crystal Lake.
- Playground Replacements: Asbury and Feinberg Parks
- Barlina House: Paving asphalt driveway
- Racket Club: New Illuminated Sign, court access and handicap parking in front of club entrance
- Shamrock Hills: Parking lot driveway and handicap access ramps
- Main Beach: New stairs on beach side
- Rotary Building: Repair retaining wall

Other

- Health Insurance increased approximately 7%
- 3% Merit increase pool: not guaranteed 3%, increase will be based on evaluations
- Procurement cards for staff
- Compensation study –Need to evaluate due to upcoming minimum wage increase
- Real estate taxes and farm lease to be reviewed

Matters from the Board: The following highlights were made by the Park Board.

- Bi-Annual Park District Newsletter Highlighting Projects and Accomplishments
- Increase Public Relations Communications
- Consider renaming the Crystal Lake Park District to Crystal Lake Area Park District
- Requested Proposal for Lake Management and decreasing fees
- Increase Legal Fees
- Happy with the Restructuring of Staff
- The Board was in agreement with including additional Park Services staff

Executive Session:

Commissioner Gallagher moved to enter Executive Session at 8:14 pm to discuss item B. Personnel 2 (c) 1. Seconded by Commissioner Wheeler.

Roll Call: Ayes: 6 (Gallagher, Wheeler, Hartwig, Aquilina, Cagle, Zimmerman) Nays: 0

Reconvene:

Commissioner Gallagher moved to reconvene at 8.36 pm. Seconded by Commissioner Cagle. All were in favor

Adjourn:

Commissioner Wheeler moved to adjourn the meeting at 8:36 pm. Seconded by Commissioner Cagle. All were in favor.

Approve: _____ Attest: _____
President Secretary