



**Park District Board of Commissioners
Regular Meeting Minutes
March 19, 2015**

- Call to Order: President Gallagher called the meeting to order at 7:00 PM.
- Commissioners Present: Commissioners Aquilina, Collins, Hartwig, Wheeler, Gallagher
- Commissioners Absent: Commissioner Bachour-Chemaly
- Telephonic Attendance: Commissioner Paul Myers
- Legal Counsel: Scott Puma, Ancel, Glink, Diamond, Bush, DiCianni and Krafthefer, P.C.
- Staff: Jason Herbster, Executive Director, Erik Jakubowski, Superintendent of Park Services, Ann Viger, Director of Planning and Development, Debra Oldham, Superintendent of Business Services, Kim Buscemi, Superintendent of Recreation, Jack Sebesta, Superintendent of Facility Services, Anne Sandor, Recording Secretary, Dorian White, Intern, Mary Ott, Colonel Palmer House Coordinator
- Citizens: Chad Riffe (Abominable Snow Race), Tina O’Leary (5803 Hillside), Linda Bragg (Garden Gate Club), Steve Buchtel (Executive Director, Trails for Illinois)
- Pledge of Allegiance: The Pledge of Allegiance was recited.
- Approval of Agenda: Commissioner Collins moved to approve the agenda as presented.
Seconded by Commissioner Wheeler
Roll Call:
Ayes: 6 (Myers, Collins, Aquilina, Hartwig, Wheeler, Gallagher)
Nays: 0
- Approval of Minutes:
- A. February 10, 2015
Budget Planning Meeting
Commissioner Wheeler moved to approve the minutes of the February 10, 2015, Budget Planning Meeting, as presented.
Seconded by Commissioner Aquilina
Roll Call:
Ayes: 6 (Myers, Collins, Aquilina, Hartwig, Wheeler, Gallagher)
Nays: 0
- B. February 19, 2015
Regular Meeting Minutes
Commissioner Aquilina moved to approve the minutes of the February 19, 2015 Regular Meeting, as presented.
Seconded by Commissioner Aquilina
Roll Call:
Ayes: 6 (Myers, Collins, Aquilina, Hartwig, Wheeler, Gallagher)
Nays: 0

Approval of Voucher List:	<p>Commissioner Wheeler moved to approve the balance of the vouchers for the month ending, February 2015, in the amount of \$215,869.90. Seconded by Commissioner Collins Roll Call: Ayes: 6 (Aquilina, Collins, Myers, Hartwig, Wheeler, Gallagher) Nays: 0</p>
Approval of Interim Voucher List:	<p>Commissioner Wheeler moved to approve the interim vouchers for the month of March 2015, in the amount of \$73,670.56. Seconded by Commissioner Collins Roll Call: Ayes: 6 (Collins, Myers, Hartwig, Wheeler, Aquilina, Gallagher) Nays: 0</p>
Treasurer’s Report:	<p>Commissioner Wheeler moved to approve the Treasurer’s Report of February 28, 2015, with a total fund balance of \$8,096,627.83. Seconded by Commissioner Collins Roll Call: Ayes: 6 (Myers, Hartwig, Wheeler, Aquilina, Collins, Gallagher) Nays: 0</p>
Matters from the Public:	<p>Ms. Tina O’Leary (5803 Hillside Road), presented a request for a Conditional Use Permit allowing the property owner of 5809 E. Hillside Road to run a Bed and Breakfast business and a variation to expand the driveway for two-way traffic. Ms. O’Leary asked the Board to consider attending the McHenry County Zoning Board of Appeals on Thursday, March 25, 2015, at 1:30 pm at the McHenry County Government Center to oppose the application.</p>
Presentation:	<p>Ann Viger, Director of Planning and Development, and Mary Ott, Colonel Palmer House Coordinator, presented a Community Service award from the Illinois Parks and Recreation Association, the Illinois Association of Park District and the Crystal Lake Park District, to Linda Bragg, President of the Garden Gate Club, for their outstanding contributions to the Park District.</p>
Presentation:	<p>Steve Buchtel, Executive Director, Trails for Illinois gave a presentation on how research and data show the annual number of trail visits, local economic activity and tourism attraction. The Board was interested in a trail study and referred Mr. Buchtel’s proposal to staff to review.</p>
Committee Reports: A. Safety Action Team Meeting Minutes – March 2015	<p>Nothing to add.</p>
Unfinished Business:	<p>None.</p>

Consent Agenda: Commissioner Collins moved to approve the Consent Agenda requests submitted by A. Plan Ahead Events Request –Helping Paws Fundraiser, B. Crystal Lake Girls Fastpitch Softball League Fundraiser Request, C. Boy Scouts of America Event Request, D. Crystal Lake Baseball League Raffle Request, E. Crystal Lake Little League Tournament and Raffle Request and F. Adrian Salazar Fundraiser Walk Event, as presented.
Seconded by Commissioner Aquilina
Roll Call:
Ayes: 6 (Myers, Collins, Aquilina, Hartwig, Wheeler, Gallagher)
Nays: 0

New Business

A. Abominable Snow
Race Event Request

Presentation:

Commissioner Hartwig moved to approve the proposal for the Abominable Snow Race event, as presented.
Mr. Chad Riffe, Director of Race Operations, Abominable Snow Race, LLC, gave a presentation on the Abominable Snow Race Event and requested to host this event at Veteran Acres Park on January 20, 2016.
Seconded by Commissioner Aquilina.
Roll Call:
Ayes: 6 (Myers, Collins, Aquilina, Hartwig, Wheeler, Gallagher)
Nays: 0

B. Bid Approval: 2015 Lawn
Mowing Contract

Commissioner Collins moved to accept the lowest responsible, responsive bid, submitted by Jameson Landscaping Services, Inc. of Streamwood, Illinois for 2015 lawn mowing in the amount of \$900.00, per week.
Seconded by Commissioner Wheeler
Roll Call:
Ayes: 6 (Myers, Collins, Aquilina, Hartwig, Wheeler, Gallagher)
Nays: 0

C. Approval: Unbudgeted
Purchase over \$5,000
-Main Beach Boiler
Replacement

Commissioner Collins moved to accept the lowest quote submitted by Sherman Mechanical in the amount of \$12,127.00 for the complete boiler replacement at Main Beach.
Seconded by Commissioner Wheeler
Roll Call:
Ayes: 6 (Hartwig, Wheeler, Aquilina, Collins, Myers, Gallagher)
Nays: 0

D. 2015 Lake Management
Proposal

Commissioner Collins moved to accept the proposal from Hey and Associates, Inc., for Lake Manager Activities for 2015, in the amount of \$101,500.
Seconded by Commissioner Aquilina
Roll Call:
Ayes: 6 (Wheeler, Aquilina, Collins, Myers, Hartwig, Gallagher)
Nays: 0

Commissioner Arrival: Commissioner Bachour-Chemaly arrived at 8:26pm.

Reports to the Board:

A. Legal Counsel: Nothing to report.

B. Executive Director: Director Herbster reported that the Legislative Conference will be held April 28-29, 2015, in Springfield.

The Annual Budget Workshop Meeting will be held on April 7, 2015, at 7:00pm.

Commissioner Wheeler asked if the issue of the field use had been resolved. Jack Sebesta, Superintendent of Facility Services has requested schedules from all of the Affiliate Groups, so other groups can rent fields.

C. Park Services: Nothing to add.

D. Director of Planning and Development: Nothing to add.

E. Business Services: Commissioner Gallagher commended Debra Oldham, Superintendent of Business Services for receiving the Certificate of Achievement for Excellence in Financial Reporting. This is the Park District's fourth consecutive year in receiving this award.

F. Facility Services: Kim Buscemi, Superintendent of Recreation Services introduced Dorian White, Intern. Dorian's began her internship in January and will be with the District through April.

G. Recreation Services: Commissioner Gallagher commented that the Nature Center is doing very well. Gallagher questioned the figures reported on the Racket Club Administrative Salaries.

Matters from the Board: Commissioner Aquilina commented that the outcome of the City Council meeting was discouraging as there was no answer was received regarding the park impact fee matter. Commissioner Wheeler stated that it is not common practice that the City or Village keep park impact fees. Commissioner Hartwig suggested writing a letter to the Northwest Herald to include all of the facts regarding the park impact fee issue. Commissioner Gallagher suggested writing a letter to include a park project list and go back to the last impact fee received and report what project the funds were allocated to. Commissioner Collins suggested going back three years.

Commissioner Myers questioned the power line work at Lippold Park. Director Herbster stated that the City is aware of the work.

Commissioner Hartwig commended on John Fiorina, Nature Center Manager, for his presentation and work done on the trail guidelines.

Commissioner Gallagher commented on the letter received from the Conservation District congratulating the Park District on receiving the Distinguished Agency award.

Gallagher suggested that the District send congratulatory letters to the community election winners.

Committee Meeting Dates: The Annual Budget Meeting will be held on April 9, 2015, at 7:00pm.

Executive Session:

A. Litigation 2(c)11

B. Personnel 2(c)1

C. Sale or Lease 2(c) 6

D. Land Acquisition/Lease 2(c)5

E. Review of Minutes 2(c)21

Commissioner Collins moved to enter Executive Session at 8:58 pm to discuss items A. Litigation 2(c)1, D. Land Acquisition /Lease 2(c)5 and E. Review of Minutes 2(c)21.

Seconded by Commissioner Aquilina

Roll Call:

Ayes: 7(Aquilina, Collins, Myers, Bachour-Chemaly, Hartwig, Wheeler, Gallagher)

Nays: 0

Reconvene:

Commissioner Collins moved to return to open session at 9:47 PM.

Seconded by Commissioner Hartwig

Roll Call:

Ayes: 7(Aquilina, Collins, Myers, Bachour-Chemaly, Hartwig, Wheeler, Gallagher)

Nays: 0

Adjourn:

Commissioner Hartwig moved to adjourn the meeting at 9:48PM.

Seconded by Commissioner Bachour-Chemaly

Roll Call:

Ayes: 7(Aquilina, Collins, Myers, Bachour-Chemaly, Hartwig, Wheeler, Gallagher)

Nays: 0

Approve: _____ Attest: _____
President Secretary