



Park District Board of Commissioners Regular Meeting Minutes April 17, 2014

Call to Order:	President Gallagher called the meeting to order at 7:00 PM.
Commissioners Present:	Commissioners Myers, Bachour-Chemaly, Wheeler, Gallagher
Commissioners Absent:	Commissioners Aquilina, Collins, Hartwig
Legal Counsel:	Scott Puma, Ancel, Glink, Diamond, Bush, DiCianni and Krafthefer, P.C.
Staff:	Jason Herbster, Erik Jakubowski, Ann Viger, Debra Oldham, Kim Buscemi, Jack Sebesta, Anne Sandor
Citizens:	Iris Bryan (Town Crier)
Pledge of Allegiance:	The Pledge of Allegiance was recited.
Approval of Agenda:	Commissioner Bachour-Chemaly moved to approve the agenda as presented. Seconded by Commissioner Myers Roll Call: Ayes: 4 (Myers, Bachour-Chemaly, Wheeler, Gallagher) Nays: 0
Approval of Minutes:	
A. March 20, 2014 Regular Meeting	Commissioner Myers moved to approve the minutes of the March 20, 2014, Regular Meeting, as presented. Seconded by Commissioner Wheeler Roll Call: Ayes: 4 (Myers, Bachour-Chemaly, Wheeler, Gallagher) Nays: 0
B. April 7, 2014 Committee Meeting of the Whole	Commissioner Bachour-Chemaly moved to approve the minutes of the April 7, 2014, Special Meeting, as presented. Seconded by Commissioner Myers Roll Call: Ayes: 4 (Myers, Bachour-Chemaly, Wheeler, Gallagher) Nays: 0
Approval of Voucher List:	Commissioner Wheeler moved to approve the balance of the vouchers for the month ending, March 2014, in the amount of \$213,075.93. Seconded by Commissioner Myers Roll Call: Ayes: 4 (Myers, Bachour-Chemaly, Wheeler, Gallagher) Nays: 0
Approval of Interim Voucher List:	Commissioner Wheeler moved to approve the interim vouchers for the month of April 2014, in the amount of \$112,983.04. Seconded by Commissioner Bachour-Chemaly Roll Call: Ayes: 4 (Bachour-Chemaly, Wheeler, Myers, Gallagher) Nays: 0
Treasurer's Report:	Commissioner Wheeler moved to approve the Treasurer's Report of February 28, 2014, with a total fund balance of \$7,279,162.32. Seconded by Commissioner Bachour-Chemaly Roll Call: Ayes: 4 (Wheeler, Myers, Bachour-Chemaly, Gallagher) Nays: 0
Matters from the Public:	None.
Committee Reports:	None.
Unfinished Business:	None.

Consent Agenda:

- A. Lakeside Legacy Request: Commissioner Myers moved to approve Consent Agenda items A. Lakeside Legacy request, and B. Crystal Lake Anglers request, as presented.
B. Crystal Lake Anglers Request
Seconded by Commissioner Wheeler
Roll Call:
Ayes: 5 (Myers, Bachour-Chemaly, Wheeler, Gallagher)
Nays: 0

New Business

- A. Resolution 13.14.06
Budget Amendment
Commissioner Myers moved to adopt Resolution 13.14.06, a resolution authorizing the Superintendent of Business Services be authorized to transfer within the Corporate Fund a total of \$96,340; the Recreation Fund a total of \$39,440; the Liability Fund a total of \$5,070; Special Recreation Fund a total of \$8,600; the Natural History Fund a total of \$15,050; the Aquatic Fund a total of \$25,595; Capital Projects Fund \$55,000, Park Place a total of \$12,450 the Golf Learning Center Fund a total of \$13,150; and the Racket Club Fund a total of \$76,450, as presented.
Seconded by Commissioner Bachour-Chemaly
Roll Call:
Ayes: 4 (Myers, Bachour-Chemaly, Wheeler, Gallagher)
Nays: 0
- B. Resolution 13.14.07
Aquatics Transfer Authorization
Commissioner Wheeler moved to adopt Resolution 13.14.07, a resolution to allow that the Superintendent of Business Services be authorized to transfer from the Corporate Fund to the Aquatics Fund an amount not to exceed \$140,000.
Seconded by Commissioner Bachour-Chemaly
Roll Call:
Ayes: 4 (Bachour-Chemaly, Wheeler, Myers, Gallagher)
Nays: 0
- C. 2014 Lake Manager Work
Program for Crystal Lake
Commissioner Myers moved to approve the 2014 Lake Manager Work Program for Crystal Lake submitted by Hey and Associates, Inc., in the amount of \$106,500.
Seconded by Commissioner Wheeler
Roll Call:
Ayes: 4 (Wheeler, Bachour-Chemaly, Myers, Gallagher)
Nays: 0
- D. Lawn Mowing Bid Approval
Commissioner Bachour-Chemaly moved to approve the lowest responsible, responsive bid, submitted by State Line Landscaping, for 2014 Lawn Mowing, in the amount of \$1,125.00 per week.
Seconded by Commissioner Wheeler
Roll Call:
Ayes: 4 (Wheeler, Bachour-Chemaly, Myers, Gallagher)
Nays: 0
- E. Woodscreek Redevelopment
Bid Approval
Commissioner Myers moved to approve the lowest responsible, responsive bid, submitted by FBG Corporation, including Alternates 1, 3, and 5, in the amount of \$1,190,359.60 for the Woodscreek Redevelopment Project.
Seconded by Commissioner Bachour-Chemaly
Roll Call:
Ayes: 4 (Myers, Bachour-Chemaly, Wheeler, Gallagher)
Nays: 0
- F. Woodscreek Park Construction
Observation Services Approval
Commissioner Bachour-Chemaly moved to accept the proposal for construction observation services submitted by 3D Design Studio in the amount of \$26,250.
Seconded by Commissioner Myers
Ayes: 4 (Wheeler, Bachour-Chemaly, Myers, Gallagher)
Nays: 0

G. OSLAD Grant Application
- Main Beach

Commissioner Wheeler moved to approve that staff prepare an application for Phase 1 of the Main Beach Renovations for the Open Space Lands Acquisition and Development grant, as presented.

Seconded by Commissioner Myers

Roll Call:

Ayes: 4 (Wheeler, Bachour-Chemaly, Myers, Gallagher)

Nays: 0

H. Racket Club Ceiling Fan
Purchase Approval

Commissioner Bachour-Chemaly moved to approve the lowest responsible, responsive bid, for provision and installation of high volume ceiling fans at the Racket Club, submitted by Paul Reilly Company, in the amount of \$18,842.90.

Seconded by Commissioner Myers

Roll Call:

Ayes: 4 (Wheeler, Bachour-Chemaly, Myers, Gallagher)

Nays: 0

I. Business Services Proposed
Staffing Changes

Commissioner Wheeler moved to approve replacing the full-time Registration Coordinator with a part-time Customer Service Representative, scheduled 25-28 hours per week, and to change the part-time Bookkeeper position to a full-time, Tier 1 position, at the passing of the 2014-2015 budget.

Seconded by Commissioner Myers

Roll Call:

Ayes: 4 (Myers, Bachour-Chemaly, Wheeler, Gallagher)

Nays: 0

J. Facility Services Proposed
Staffing Change

Commissioner Wheeler moved to approve the conversion of the Racket Club part-time, 28 hour per week, Custodial position to a full-time 40 hour per week benefited position, at the passing of the 2014-2015 budget.

Seconded by Commissioner Myers

Roll Call:

Ayes: 4 (Bachour-Chemaly, Wheeler, Myers, Gallagher)

Nays: 0

Reports to the Board:

A. Legal Counsel:

B. Executive Director:

Jason Herbster reported that Health and Dental insurance plans are under staff review. A Finance Committee meeting date will be scheduled to discuss the options.

The District will no longer be receiving park impact fees. The City of Crystal Lake will be using the fees towards maintaining Three Oaks Recreation Center. The Park Board agreed to send a letter to the Mayor stating the Board's disappointment and concern with their decision.

Herbster gave an update on the Wirkus property purchase. Herbster addressed the billboard removal. The Village of Lake in the Hills has an ordinance that does not allow billboards. Herbster will request that the Village of Lake in the Hills send a letter to the property owner regarding the removal of the billboards per the ordinance.

C. Park Services:

Erik Jakubowski reported that staff is working on the floating raft for the fireworks display. This year's display is scheduled for Sunday, July 6.

D. Planning & Development:

Ann Viger noted that at the Special Budget meeting there was discussion on whether or not the Barlina House Playground replacement project be included in the 2014-2015 budget. Viger stated that she will need to place the project to bid and asked for direction. It was a consensus of the Board to include the project in the budget.

E. Business Services:

Commissioner Myers congratulated Debra Oldham on receiving the Certificate of Achievement award for Excellence in Financial Reporting for the third year in a row.

F. Recreation Services:

Nothing to add.

G. Facility Services:

Jack Sebesta reported that because of the support and assistance that the Crystal Lake Park District has given the Crystal Lake Rowing Club for the past ten years, a young lady signed a letter of intent to the University of Wisconsin for a full scholarship. If not for the

Park District's willingness to work with and support the Rowing Club, this young lady would never have had this opportunity.

Matters from the Board:

Commissioner Gallagher referred to the Main Beach renovation plans and asked for reasons why the splash pad amenity was removed. Staff expressed concerns of a splash pad taking up too much of the beach area and grass space, the high costs for a recycle system, permit inspections, daily inspections and the maintenance of the sand drains. Gallagher stated that she respected staff's opinion, but she felt the splash pad would be a great feature in the park and could be used by parents with small children and for people with disabilities. Commissioners Myers, Wheeler and Bachour-Chemaly agreed with staff's decision not to include the splash pad at Main Beach.

Commissioner Myers reported that he will head the first annual Park Quest Bike Ride on Saturday, May 17. The ride will begin at 9:00am. Riders are to meet in the Main Beach parking lot.

Committee Meeting Dates:

Finance Committee Meeting: Friday, May 2, 2014 at 10:00 am.

Executive Session:

There was no 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

Adjourn:

Commissioner Wheeler moved to adjourn the meeting at 8:27pm. Seconded by Commissioner Myers.

Roll Call:

Ayes: 4 (Myers, Bachour-Chemaly, Wheeler, Gallagher)

Nays: 0

Approve: _____ Attest: _____

President

Secretary