



**PUBLIC MEETING NOTICE**  
**AGENDA -REVISED**  
**Regular Meeting – April 18, 2019 7:00 pm**  
**Administrative Office**  
**1 E Crystal Lake Ave - Crystal Lake, IL 60014**

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Approval of Agenda
- V. Public Hearing  
A public hearing concerning the adoption of a Combined Annual Budget and Appropriation Ordinance 18.19.14, an Ordinance adopting a combined annual budget and appropriating such sums of money as may be deemed necessary to defray all necessary expenses and liabilities of the Crystal Lake Park District, Crystal Lake, Illinois, for the fiscal year beginning May 1, 2019 and ending April 30, 2020, and specifying the objects and purpose for which such appropriations are made and the amount appropriated for each object or purpose.
- VI. Approval of Minutes
  - A. Regular Meeting 03-21-19
- VII. Approval of Voucher Expense List
- VIII. Approval of Interim Voucher Expense List
- IX. Treasurer's Report
- X. Matters from the Public
- XI. Committee Reports
  - A. Personnel and Policy Committee Meeting Minutes February 13, 2019
  - B. Personnel and Policy Committee Meeting Minutes March 4, 2019
  - C. Report Personnel and Policy Committee Meeting April 12, 2019
- XII. Unfinished Business
- XIII. Consent Agenda

- XIV. New Business
  - A. Approval: Starcom21 Radio Purchase
  - B. Approval: Resolution 18.19.07 Aquatics Transfer
  - C. Approval: Ordinance 18.19.14 Budget and Appropriation
  - D. Approval: Ordinance 18.19.15 Budget Amendment
  - E. Approval: Lake Manager Scope of Services 2019
  - F. Approval: SEECOM Intergovernmental Agreement
  - G. Approval: Shamrock Hills Parking Lot and Accessibility Improvements
  - H. Approval: Lawn Mowing Bid
  - I. Approval: Ordinance 18.19.16 Revisions General Practice Manual Policy 5.5
  - J. Approval: Park District Policy Manual Revisions
  - K. Approval: Employee Policy Manual Revisions
  - L. Approval: General Practices Manual Revisions
  - M. Discussion: Communication Improvements
  
- XV. Reports to the Board
  
- XVI. Matters from the Board
  
- XVII. Committee Meeting Dates
  
- XVIII. 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
  
- XIX. Reconvene
  
- XX. Action from Matters from Executive Session
  
- XXI. Adjourn

Crystal Lake Park District Mission: The mission of the Crystal Lake Park District is 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.

Matters from the Public: The public is invited to bring to the Board's attention any matter of public concern not otherwise on the agenda. Public comment may be no longer than 5 minutes per person in duration, with a 15 minute maximum overall. Interrogation of the Park District Staff, Board Members or Legal Counsel will not be allowed at this time, nor will any comment from the Park Board, Staff or Legal Counsel. Personal invectives against Park District Staff, Legal Counsel, or Elected Officials are not permitted.

ADA: In compliance with the Americans with Disabilities Act this and all other meetings of the Crystal Lake District are located in facilities that are physically accessible to those who have disabilities. If additional reasonable accommodations are needed for persons who qualify under the Act as having a "disability", please contact the Park District during normal business hours at 815-459-0680 at least 48 hours prior to any meeting so that such accommodations can be provided.

### **Prepared Agenda for April 19, 2018**

Public Hearing –Budget and Appropriation

Open

Public Comment

Close

Committee Reports

The following Committee Meeting minutes were approved by the Personnel and Policy Committee on April 12, 2019.

Personnel and Policy Committee Meeting Minutes February 13, 2019

Personnel and Policy Committee Meeting Minutes March 4, 2019

Approval of Voucher Expenses

A motion is requested of the Board **to approve the balance of the Vouchers for the month of March 2019, in the amount of \$304,298.64**

Approval of Interim Voucher Expenses

A motion is requested of the Board **to approve the Interim Vouchers for the month of April 2019, in the amount of \$159,569.95.**

Treasurer's Report

A motion is requested of the Board **to approve the Treasurer's Report for the month ending March 31, 2019, in the amount of \$10,068,465.94.**

New Business

A. Approval: Starcom21 Radio Purchase

A motion is requested of the Board **to approve the purchase of ten (10) Starcom21 portable radios from Ultra-Strobe Communication, in the amount of \$17,748.50, and utilize non-encumbered funds from the current dispatch fee account from this current fiscal year.**

B. Approval: Resolution 18.19.07 Aquatics Transfer

A motion is requested of the Board **to pass Resolution 18.19.07 authorizing the Superintendent of Business Services to transfer a sum, not to exceed \$100,000, to zero out the negative cash balance in the Aquatics Fund, at fiscal year-end.**

C. Approval: Ordinance 18.19.14, a Combined Annual Budget and Appropriation Ordinance for the fiscal year ending April 30, 2020.

A motion is requested of the board **to approve Ordinance 18.19.14, an ordinance adopting a combined annual budget and appropriating such sums of money as may be deemed necessary to defray all necessary expenses and liabilities of the Crystal Lake Park District, Crystal Lake, IL, for the Fiscal Year beginning May 1, 2019 and ending April 20, 2020, and specifying the objects and purposed for which such appropriations are made, and the amount appropriated for each object or purpose.**

D. Approval: Ordinance 18.19.15 Budget Amendment

A motion is requested of the Board **to pass Ordinance 18.19.15, an ordinance authorizing the Superintendent of Business Services be authorized to transfer within the Corporate Fund a total of \$22,750 as follows: Professional Services \$5,000, Education/Seminars, -\$5,000, Communication Equipment \$17,750, Dispatch Fee -\$17,750, for a net change of zero dollars.**

E. Approval: Lake Manager Scope of Services 2019

A motion is requested of the Board **to approve the proposal for Lake Manager Scope of Services for 2019, submitted by Hey and Associates, Inc., in the amount of \$80,000.**

F. Approval: Secom Intergovernmental Agreement

A motion is requested of the Board **to approve the Intergovernmental Agreement regarding dispatching services between the Crystal Lake Park District Police and Southeast Emergency Communication (SEECOM).**

G. Approval: Shamrock Hills Parking Lot and Accessibility Improvements

A motion is requested of the Board **to accept the lowest responsible, responsive bid, including Alternate 1, submitted by Chadwick Contracting, in the amount of \$391,787.29 for the Shamrock Hills Parking Lot and Accessibility Improvement project.**

H. Approval: Lawn Mowing Bid

A motion is requested of the Board for approval **to accept the lowest responsible, responsive bid, submitted by NILCO INC, of Woodstock, in the amount of \$1350.00 per week/\$36,450.00 for 27 weeks in 2019.**

I. Approval: Ordinance 18.19.16 Revisions General Practice Manual Policy 5.5

A motion is requested of the Board **to approve Ordinance 18.19.16, as presented.**

J. Approval: Park District Policy Manual

A motion is requested of the Board **to approve the revisions to the Park Policy Manual, as presented.**

K. Approval: Employee Policy Manual

A motion is requested of the Board **to approve the revisions to the Employee Policy Manual, as presented.**

L. Approval: General Practices Manual

A motion is requested of the Board **to approve the revisions to the General Practices Manual, as presented.**

M. Discussion: Communication Improvements

Next Meeting:  
Annual Meeting  
May 23, 2019  
7:00pm