



Park District Board of Commissioners Annual Meeting Minutes May 21, 2015

First Session

Call to Order:	President Gallagher called the meeting to order at 7:00 PM.
Commissioners Present:	Commissioners Aquilina, Hartwig, Wheeler, Gallagher
Commissioners Absent:	Commissioners Collins, Bachour-Chemaly
Telephonic Attendance:	Commissioner Paul Myers
Late Arrival:	Commissioner Collins arrived at 7:04pm
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:	James Militello (Resident), Iris Bryan (Town Crier), Nancy Williamson (Resident), Steve Buyers (Illinois Nature Preserve Commission), Craig Peters (Resident), Tracey Franklin (Resident), Vince Mosca (Hey and Associates)
Pledge of Allegiance:	The Pledge of Allegiance was recited.
Approval of Agenda:	Commissioner Wheeler moved to approve the agenda as presented. Seconded by Commissioner Aquilina Roll Call: Ayes: 5 (Hartwig, Wheeler, Aquilina, Myers, Gallagher) Nays: 0
Approval of Minutes: A. April 9, 2015 Budget Meeting:	Commissioner Aquilina moved to approve the minutes of the April 9, 2015 Budget Meeting, as presented. Seconded by Commissioner Wheeler Roll Call: Ayes: 6 (Myers, Collins, Aquilina, Hartwig, Wheeler, Gallagher) Nays: 0
A. April 16, 2015 Regular Meeting,	Commissioner Aquilina moved to approve the minutes of the April 16, 2015 Regular Meeting, as presented. Seconded by Commissioner Wheeler Roll Call: Ayes: 6 (Myers, Collins, Aquilina, Hartwig, Wheeler, Gallagher) Nays: 0
Approval of Voucher List:	Commissioner Wheeler moved to approve the balance of the vouchers for the month ending, April 2015, in the amount of \$338,961.25. Seconded by Commissioner Hartwig Roll Call: Ayes: 6 (Aquilina, Collins, Myers, Hartwig, Wheeler, Gallagher) Nays: 0
Approval of Interim Voucher List:	Commissioner Myers moved to approve the interim vouchers for the month of May 2015, in the amount of \$170,373.05. Seconded by Commissioner Collins Roll Call: Ayes: 6 (Collins, Myers, Hartwig, Wheeler, Aquilina, Gallagher) Nays: 0

Treasurer's Report: Commissioner Wheeler moved to approve the Treasurer's Report of April 30, 2015 with a total fund balance of \$7,456,278.34; subject to adjustment due to fiscal year end. Seconded by Commissioner Collins
Roll Call:
Ayes: 6 (Myers, Hartwig, Wheeler, Aquilina, Collins, Gallagher)
Nays: 0

Matters from the Public: Jim Militello, Crystal Lake Resident, addressed the board with concerns of the lack of water flow in to Sterne's Woods. He requested that the District remove the dam to allow water flow to Sterne's Woods, and expressed the need for culverts and the location of culverts under the Prairie Trail Path. Mr. Militello explained how seepage causes damage to the railroad embankment (a copy of is attached). Director Herbster stated that there are six agencies involved in the water flow into Sterne's Woods; the Conservation District, Park District, City of Crystal Lake, Union Pacific Rail Road, McHenry County and the Illinois Nature Preserve Committee. The Board agreed to have a specialist to review these issues. It was a consensus of the Board to refer this matter to staff to seek proposals.

Presentation: Sterne's Woods - Steve Buyers/Vince Mosca Steve Buyers, Illinois Nature Preserve Commission, gave a PowerPoint presentation on protecting and maintaining the ground water at the Sterne's Wood Fen (a copy of the presentation is attached). Vince Mosca reported that the management plan of 1990 is in the process of being updated.

Committee Reports: Nothing to add.

Unfinished Business: None.

President's Message: President Gallagher reported that this has been a year of outstanding accomplishments. The Crystal Lake Park District achieved Distinguished Agency status once again through a long and rigorous evaluation that was difficult and proves how accomplished this Park District is. We also finished the Woods creek project which is a great new opportunity for the residents and was completed within budget and just in time to receive the promised grant money from the State.

Barlina House has a new playground, there are new Little Free Library kiosks popping up in parks, the administrative office has been remodeled and is user friendly, we received a couple grants for Main Beach, even though their status is unknown at this time and we worked very hard to close on property for a community center/outdoor swimming pool. Somethings are just not meant to be.

As we move forward this year, our goals will be to secure the ever-elusive community center property, improve relations with the City of Crystal Lake by inundating them with positive information regarding the park district, and we will continue to improve parks, programs and facilities for the residents. We will spread the word of the tremendous value the park district brings to the tax payers and their property value for a small portion of their tax bill.

All of these large projects are great, yet, it is the small things that the Park District does that means so much to the quality of life in Crystal Lake. It's the neighborhood park for children to walk to. It's the mowing, planting and flowers. It's the excellent customer service, good program instructors, fun programs. It's the beaches and the sled hills. It is concerts in the parks. It is hiking trails, bike paths, athletic fields and courts. It's ET and camp to take care of the children of our community. It's the things we do so families can have fun together that makes the Park District what it is, and so important to the community. I want to thank the staff for the everyday things they do to make it possible. And I want to thank this fine, volunteer Board of Commissioners for their ability to look at the big picture, envision a future, and want to be a part of it. It has been my pleasure to serve as President and I am grateful to all of you for the opportunity.

Second Session:

Commissioner Gallagher opened the Second Session of the Annual Meeting at 7:57pm.

Roll Call:

Present

Commissioner Aquilina, Collins, Hartwig, Wheeler, Myers, Gallagher

Absent:

Commissioner Bachour-Chemaly

Swearing in of Commissioners

Executive Director Herbster swore in Debbie Gallagher and Larry Wheeler to the Park Board of Commissioners.

Nomination of Officers

A. President:

Commissioner Wheeler nominated Commissioner Gallagher for President.

B. Vice President:

Commissioner Wheeler nominated Commissioner Collins for Vice-President.

Nominations Closed:

Commissioner Collins moved to close the nominations of Officers.
Seconded by Commissioner Aquilina.
All were in favor.

Elections of Officers:

Commissioner Hartwig moved to elect Commissioner Debbie Gallagher as President of the Park Board and Commissioner Angel Collins as Vice-President of the Park Board.
Seconded by Commissioner Aquilina. All were in favor.

Special Appointments:

Commissioner Gallagher made the following Special Appointments.
Secretary: Executive Director, Jason Herbster
Treasurer: Commissioner Larry Wheeler
Assistant Treasurer: Commissioner Michele Hartwig
Legal Counsel: Scott Puma, Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer, P.C.
Commissioner Collins moved to accept the Special Appointments as presented.
Seconded by Commissioner Aquilina. All were in favor.

Committee Appointments:

The following Committee Appointments were made by the Park Board of Commissioners. *Denotes Chairperson of Committee

Planning/Buildings & Grounds: *Thomas Aquilina-Paul Myers-Caroline Bachour-Chemaly
Finance: *Larry Wheeler -Michele Hartwig-Caroline Bachour-Chemaly
Personnel and Policy: *Paul Myers-Debbie Gallagher-Angel Collins
Special Projects/Planning: *Angel Collins-Thomas Aquilina- Michelle Hartwig
Special Appointment:
NISRA Board of Director: *Executive Director, Jason Herbster

Commissioner Aquilina moved to accept the Committee Appointments as presented.
Seconded by Commissioner Wheeler. All were in favor.

Public Hearing
Budget and Appropriation:

Commissioner Collins moved to open the Public Hearing for the Budget and Appropriation at 8:12 pm. Seconded by Commissioner Aquilina. All were in favor.
There was no public comment.
Commissioner Collins moved to close the Public Hearing for the Budget and Appropriation at 8:13pm. Seconded by Commissioner Aquilina. All were in favor.

Consent Agenda

A. National Woodie
Club Event Request

Commissioner Collins moved to approve consent agenda item requests, A. National Woodie Club Event Request, B. BNI Fundraiser Request, C. Lakeside Legacy Parking Requests and D. BREAK Event Request, as presented.

B. BNI Fundraiser

Seconded by Commissioner Hartwig

C. Lakeside Legacy Parking Requests

Roll Call:

D. BREAK Event Request

Ayes: 6 (Myers, Hartwig, Wheeler, Aquilina, Collins, Gallagher)
Nays: 0

New Business

A. Ordinance 15.16.01

–Budget and Appropriation

Commissioner Collins moved to adopt Ordinance 15.16.01, 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, 2015 ending April 30, 2016 and specifying the objects and purposes for which such appropriations are made, and the amount appropriated for each object or purpose.

Seconded by Commissioner Hartwig

The Board and staff discussed separating the Budget and Appropriation next fiscal year, as the new software will have the option to change the budget process.

Roll Call:

Ayes: 6 (Aquilina, Collins, Myers, Hartwig, Wheeler, Gallagher)

Nays: 0

B. Resolution 15-16-01

Section 125 Premium Only Plan

Commissioner Collins moved to adopt Resolution 15.16.01, a resolution for the Crystal Lake Park District Section 125 Premium Only Plan for year end June 28, 2016.

Seconded by Commissioner Aquilina

Roll Call:

Ayes: 6 (Myers, Hartwig, Wheeler, Aquilina, Collins, Gallagher)

Nays: 0

C. Brochure Bid Approval

Commissioner Collins moved to accept the bid received from American Litho for printing of the fall 2015, winter/spring 2015-2016 and summer 2016 brochures, plus an 8 page insert for the winter/spring and summer brochure in the amount of \$32,068.00, and an hourly revision cost of \$35/hour (estimated 4 hours per season = \$35. X 4 = \$140).

Seconded by Commissioner Wheeler

Roll Call:

Ayes: 6 (Collins, Myers, Hartwig, Wheeler, Aquilina, Gallagher)

Nays: 0

D. Resolution 15.16.02,

Temporary Construction

Commissioner Collins moved to adopt Ordinance 15.16.02, an ordinance authorizing a temporary construction easement with the City of Crystal Lake.

Seconded by Commissioner Wheeler

Roll Call:

Ayes: 6 (Myers, Hartwig, Wheeler, Aquilina, Collins, Gallagher)

Nays: 0

Reports to the Board:

A. Legal Counsel:

Nothing to add.

B. Executive Director:

Herbster reported that Chief Dan Dzewior will be sworn in at the Park Board meeting in June 2015.

Herbster attended the Crystal Lake Planning and Zoning Commission Public Hearing on May 20, 2015 regarding park development in the Oak Hollows Subdivision. The developer met all of the City's requests and the Commission did not approve the plans for a development. The Developer will address this matter at the next City Council meeting.

C. Supt. Park Services:

Eric Jakubowski reported that staff will be taking care of the wood bees in the band shell.

D. Director of Planning and Development:

Ann Viger reported that there will be a Volunteer Recognition Picnic on June 15 and a Chamber Mixer on June 30. Both events will be held at Woods Creek Park.

E. Supt. Business Services:

Nothing to add.

F. Supt. Recreation Services:

Kim Buscemi reported that the Extended Time staff held a social with the program parents and children. Their Silent Auction brought in \$264.00, which will be donated to the Park Foundation. The two Spring Dance Recitals had over 400 spectators. The beaches will open this weekend and forty reservations have been made for Main and West beaches.

G. Supt. Facility Services: Jack Sebesta reported that the Climbing Wall will be delivered on Friday, May 22. The Nature Center has a total of 1800 volunteer hours for the year. Staff is eager to see this month's electric bill with the new light fixtures installed at The Racket Club.

Matters from the Board: Commissioner Hartwig reported that she, Commissioner Wheeler and Director Herbster attended the Legislative Conference.
Commissioner Gallagher requested that the District recognize Adam Johnson, Park District Resident, for his volunteer hours dedicated to the Park District.

Committee Meeting Dates: 2015-2016 Goals Meeting: Wednesday, June 17, 2015, at 6:00pm.

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 8:55pm to discuss B. Personnel 2 (c) 1, C. Land Acquisition/Lease 2 (c) 5 and E. Review of minutes 2 (c) 21.
Seconded by Commissioner Aquilina
Roll Call:
Ayes: 6 (Aquilina, Collins, Myers, Hartwig, Wheeler, Gallagher)
Nays: 0

Reconvene: Commissioner Collins moved to return to open session at 10:14pm.
Seconded by Commissioner Aquilina
Roll Call:
Ayes: 6 (Myers, Hartwig, Collins, Wheeler, Aquilina, Gallagher)
Nays: 0

Adjourn: Commissioner Collins moved to adjourn the meeting at 10:15pm.
Seconded by Commissioner Hartwig
Roll Call:
Ayes: 6 (Myers, Hartwig, Collins, Wheeler, Aquilina, Gallagher)
Nays: 0

Approve: _____
President

Attest: _____
Secretary