



PUBLIC NOTICE
Park District Board of Commissioners
Committee Meeting Minutes
Personnel and Policy Committee
June 11, 2019

Call to Order:

Commissioner Hartwig called the meeting to order at 4:00pm

Commissioners Present: Michele Hartwig, Debbie Gallagher, Jason Heisler, Cathy Cagle,

Staff Present:

Jason Herbster, Executive Director, Katrina Hanna, Superintendent of Business Services, Anne Sandor, Recording Secretary

Legal Counsel: Attorney Scott Puma

Approval of Agenda:

Executive Director Herbster requested to move item VI. Discussion: Purchasing Card Policy to item V.

Commissioner Gallagher moved to approve the agenda, as amended.

Seconded by Commissioner Hartwig. All were in favor.

Matters from the Public: None.

Discussion: Purchasing Card Policy

Director Herbster reported Superintendent Hannah has been working with Fifth Third Bank on a purchasing card for staff use. This will prevent staff having to use their funds and submit reimbursement requests. The District will receive an annual cash back benefit.

Superintendent Hannah noted she and Anne Sandor will attend a training. She added the cards will not allow cash use. Limits can be changed with Executive Director authorization only.

Commissioner Cagle suggested adding "criminal charges" to the violation of use section of the policy.

Commissioner Gallagher asked if the Board will be provided detailed reports. Hannah answered yes.

The Committee agreed to include the Purchasing Card policy on the June 20, 2019 Regular Park Board meeting agenda.

Discussion: Ordinance 11.41 Parks and Property Owned and Controlled by the Crystal Lake Park District

Director Herbster distributed a revised draft of Ordinance 11.41.1 - Parks and Property Owned and Controlled by the Crystal Lake Park District. Revisions were made based on the information received from the public and discussions from past Park Board meetings. Maps of the lake showing the increase of piers and moorings from 2007 to 2017 was distributed.

Commissioners Gallagher and Hartwig and Director Herbster met with the SPOA homeowners association and with the Village of Lakewood to discuss the proposed draft ordinance. Concerns regarding safety, overcrowding, placing electrical supply on the piers, permitting and building codes were discussed. SPOA committee members were in favor of the current draft as a starting point and expressed interest in a partnership with the Park District and to work on getting both Lakewood and the City on board.

The Village of Lakewood President, Stephan, was not in favor of the proposed draft ordinance. He felt there are no real safety issues on the lake. A comment was made that it would be nice to see more slips at the HOA's to increase property values of homes off the lake. When asked if the Village of Lakewood had any interest in the deed to the lake, Stephan asked how much would the district pay to Lakewood for Lake Management costs. Commissioner Gallagher said there would be no funding from the Park District if the Village of Lakewood took over the deed.

Commissioner Cagle asked if the Village of Lakewood or the City of Crystal Lake expressed any interest in taking over the deed of the lake. Commissioner Gallagher answered the Village of Lakewood said they would think about it. The City of Crystal Lake has not responded.

Director Herbster reported he received a complaint regarding the cut back in the Lake Management budget. Herbster stated there wasn't anything completely cut from the budget. The weed abatement costs were reduced along with other management items. Commissioner Heisler questioned the weed control on the west end. He felt the shoreline owners may be interested in contributing to the removal. Director Herbster stated some of the homeowners have an agreement with Hey and Associates to remove weeds around their piers/property.

Adjourn: 5:05pm

Approve: _____ Attest: _____
President Secretary