



Park District Board of Commissioners Regular Meeting Minutes - June 21, 2018



MISSION STATEMENT: 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.

Call to Order: President Hartwig called the meeting to order at 7:00 PM.

Commissioners Present: Thomas Aquilina, Caroline Bachour-Chemaly, Michele Hartwig, Larry Wheeler, Shawn Zimmerman, Julie Martens

Telephonic Attendance: Commissioner Debbie Gallagher

Legal Counsel: Scott Puma, Ancel, Glink, Diamond, Bush, DiCianni and Krafthefer, P.C.

Introductions: Director Herbster introduce the following new staff members. Kurt Reckamp, Superintendent of Recreation Programs and Facilities, Jaime Coplon, Racket Club Manager and Lindsey Pollina, Cultural Arts Supervisor.

Staff: Jason Herbster, Executive Director, Erik Jakubowski, Superintendent of Park Services, Ann Viger, Director of Planning and Development, Debra Oldham, Superintendent of Business Services, Kurt Reckamp, Superintendent of Recreation Programs and Facilities, Jaime Coplon, Racket Club Manager, Lindsey Pollina, Cultural Arts Supervisor, Anne Sandor, Recording Secretary

Citizens: Josh Boldman, Crystal Lake Resident

Pledge of Allegiance: The Pledge of Allegiance was recited.

Approval of Agenda:

President Hartwig amended the agenda changing New Business item B. Approval: Amend Ordinance 11.41.1 to

B. Discussion: Amend Ordinance 11.41.1.

Commissioner Wheeler moved to approve the agenda, as amended. Seconded by Commissioner Martens. All were in favor.

Approval of Minutes:

Commissioner Bachour-Chemaly moved to approve the minutes of the May 17, 2018 Annual Meeting, the May 31, 2018 Special Meeting and the June 8, 2018 Personnel and Policy Committee Meeting. Seconded by Commissioner Aquilina. All were in favor.

Approval of Voucher List:

A. Vouchers April

Commissioner Wheeler moved to approve the vouchers of April 2018 in the amount of \$57,972.67. Seconded by Commissioner Martens.

Roll Call: Ayes: 7 (Aquilina, Bachour-Chemaly, Zimmerman, Martens, Gallagher, Wheeler, Hartwig) Nays: 0

B. Vouchers May

Commissioner Wheeler moved to approve the vouchers of May 2018 in the amount of \$374,688.56. Seconded by Commissioner Bachour-Chemaly.

Roll Call: Ayes: 7 (Bachour-Chemaly, Wheeler, Zimmerman, Martens, Gallagher, Aquilina, Hartwig) Nays: 0

Approval of Interim Voucher List:

Commissioner Wheeler moved to approve the interim vouchers of June 2018 in the amount of \$578,370.81. Seconded by Commissioner Martens.

Roll Call: Ayes: 7 (Wheeler, Zimmerman, Martens, Gallagher, Aquilina, Bachour-Chemaly, Hartwig) Nays: 0

Treasurer's Report:

Commissioner Wheeler moved to approve the balance of the May 2018 Treasurer's Report in the amount of \$8,751,187.13. Seconded by Commissioner Zimmerman.

Roll Call: Ayes: 7 (Zimmerman, Martens, Gallagher, Aquilina, Bachour-Chemaly, Hartwig, Wheeler) Nays: 0

Matters from the Public: Josh Boldman, Fetzner Park neighbor, expressed concerns of increased noise from Ackman Road due to the tree removal in the park, the conflicting reports of the size of the shrubs and poorly maintained prairie grass. Commissioner Hartwig thanked Mr. Boldman and stated the Board would discuss his concerns.

Committee Reports: None.

Unfinished Business: None.

Consent Agenda:

Commissioner Bachour-Chemaly moved approve Consent Agenda items A. Crystal Lake Food Pantry Fundraiser, B. Simplistic Hope and Beauty Fundraiser and C. Crystal Lake Babe Ruth Mixer Fundraiser/Raffle, as presented. Seconded by Commissioner Aquilina. All were in favor.

New Business:

A. Discussion: Fetzner Park Project Update

Ann Viger, Park Planner reported 30 additional shrubs were planted and 14 additional trees are ready to be planted, pending the weather. There is no additional cost to the district due to the small size of the shrubs previously planted. There is a cover crop for native species plantings. The contractor will maintain the park for three years. Mowing will be done two times a year to promote growth. The growth of the plantings will be evaluated after one year.

B. Discussion: 2017-2022 Strategic Plan Update

Director Herbster reported 26 items have been completed, 31 items are ongoing, and 85 (52%) are slated to start. Report is attached.

C. Approval: 2018-2019 Executive Director/Board Goals

Commissioner Martens moved to approve the 2018/2019 Executive Director/Board goals, as presented.

Discussion: Commissioner Chemaly requested improvements be made to the Main Beach Concession food menu be added to the Director's Goals.

Seconded by Commissioner Aquilina. All were in favor.

D. Discussion: Amend Ordinance 11.41.1

The board reviewed a draft copy of revisions to Ordinance 11.41.1. Director Herbster noted the Park District has been contacted by residents for rules to follow to install piers. Currently, there are no guidelines for pier installation on Crystal Lake. Some of the pier information was received from Wauconda and Mundelein. Herbster met with Legal Counsel and it was determined to have more discussion prior to adopting the revisions. The Board discussed pier permits and expressed concerns of homeowners associations and placement of their marinas and moorings, shore stations without piers, guidelines with variances and tagging piers. The Board recommended incorporating the Village of Lakewood's pier ordinance and to have Legal Counsel review and make revisions to have ready for approval at the July Park Board meeting. Draft copies will be submitted to the City of Crystal Lake and the Village of Lakewood for their review.

E. Approval: Prevailing Wage Ordinance 18.19.03

Commissioner Wheeler moved to adopt Ordinance 18.19.03, an ordinance adopting Prevailing Wage Rates to be paid to laborers, mechanics and other workers performing the construction of public works in the Crystal Lake Park District.

Seconded by Commissioner Aquilina.

Roll Call: Ayes: 7 (Martens, Gallagher, Aquilina, Bachour-Chemaly, Wheeler, Zimmerman, Hartwig) Nays: 0

Reports to the Board:

Jason Herbster, Executive Director

- The Beach Bash will be held on Saturday, June 23. There will be a ribbon cutting for the park renovations at 10:00 am, festivities throughout the day and a band will play from 5-7pm.
- The Grand Marshal brunch will be held at Duke O'Briens on July 7 from 10:30am – Noon. The parade and fireworks will take place on July 7. The summer camp participants and Park Police will participate in the parade.
- Commissioners expressed concerns of the neighbor playing his music too loud
- Commissioner Gallagher requested the responses to FOIA requests.
- Jason thanked staff for all of the work done to prepare for the summer.

Ann Viger, Director of Planning and Development

- Main Beach Phase II
- The OSLAD grant timeline has not been announced. A concept plan is being refined to be ready when timeline is announced. An online public survey had 300 responses. Public requests to include a raised stage in the Bandshell, a boat wash area at the boat launch, swing benches, a sand volleyball area and outdoor ping pong table. \$800,000 budget grant \$400,000
- In May, the Nature Center had 560 volunteer hours.
- Commissioner Gallagher commented on the expansion of the Monarch way station at Main Beach.

Kurt Reckamp, Superintendent of Recreation Programs and Facility Services

- Kurt noted that he is excited to be part of the team and is looking forward to working with the staff.

Matters from the Board:

- Commissioner Bachour-Chemaly noted she is taking sailing lessons and noticed the sailboats are in need of repairs, and the new Boat House, beach and park are beautiful.
- Commissioner Wheeler noted he surveyed some kids at Main Beach on the playground. The results were the new playground is better than the old one.
- Commissioner Wheeler comment he visited Fetzner Park. He stated staff has been on top of neighbor concerns and will continue to do so.
- Commissioner Gallagher reported she has received many compliments on the remarkable improvements made at Main Beach.
- Commissioner Zimmerman commended staff on work done on the Strategic Plan.
- Commissioner Martens commented Main Beach looks great.
- Commissioner Aquilina stated the parks are topnotch and commended staff for their work.
- Commissioner Hartwig stated she appreciates the informational sign at Fetzner Park, and commended Ann Viger, Director of Planning and Development for her work on the project. Hartwig noted there was trash at the end of the creek. Director Herbster stated the townhome HOA has been notified and beavers have also been causing damage.
- Commissioner Gallagher commented on the results of the number of employees employed in Illinois Park Districts and was amazed to see what the staff is able to do with the amount of employees we have.

Committee Meeting Dates: None.

Executive Session:

Commissioner Bachour-Chemaly moved to enter Executive Session at 8:20pm to discuss items A. Litigation 2 (c) 11, C. Sale or Lease 2 (c) 6 and F. Vacancy in a Public Office 2 (c) 3.

Seconded by Commissioner Aquilina

Roll Call: Ayes: 7 (Aquilina, Bachour-Chemaly, Wheeler, Zimmerman, Martens, Gallagher, Hartwig) Nays: 0

Reconvene:

Commissioner Wheeler moved to reconvene at 8:51 pm. Seconded by Commissioner Bachour-Chemaly. All were in favor.

Matters from Executive Session: None.

Adjourn:

Commissioner Aquilina moved to adjourn the meeting at 8:52 PM. Seconded by Commissioner Bachour-Chemaly. All were in favor.

Approve: _____
President

Attest: _____
Secretary