



## Crystal Lake Park Board of Commissioners

### SPECIAL MEETING AGENDA

June 2, 2022– 5:30pm

Administrative Office

One E. Crystal Lake Avenue - Crystal Lake, IL

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Approval of Agenda
- V. Matters from the Public
- VI. New Business:
  - a. Review/Develop Goals and Objectives 2022-2023
- VII. 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
- VIII. Action from Matters from Executive Session
- IX. Adjourn



## GOALS 2022-2023

When developing annual goals based on strategic initiatives, positional focus, department focus and overall agency focus, staff are asked to categorize each goal under the appropriate principle. If there is a principle that does not have a specific goal for the year, it should be left blank.

The Crystal Lake Park District is guided by the following principles (core values):

### **Diverse Programming**

Recognizing the social, cultural and economic diversity of the community, the District will offer a wide range of leisure opportunities and will provide equitable access to its programs and facilities.

### **Fiscal Responsibility**

District decisions will be guided by sound financial principles and services will be provided in a cost effective manner to maximize benefits to the community.

### **Stewardship**

The District will respect historical, environmental and conservation significance in developing, maintaining and preserving its land and facilities.

### **Customer Service**

All patrons and co-workers will be treated with respect, courtesy and patience.

### **Public Involvement**

The District values community participation and routinely solicits input from residents and patrons for use in its needs assessments and decision-making processes.

### **Partnerships**

The District will maximize the use of community resources by utilizing community expertise and by developing positive working relations with local governments and organizations in the community.

### **Safety**

The district will provide safe and barrier-free park and recreation facilities which balance the need to minimize risk, while preserving the fundamental nature of the leisure experience.

### **Professionalism**

Professionalism will be exemplified in the District's Board, staff and operations.

### **Continued Improvement**

The District will strive for continual improvement by regularly evaluating its program offerings, operations and technology.

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## GOALS 2022-2023

### **Diverse Programming**

- 1) *Diversity, Equity and Inclusion Training*
  - a. Schedule a Safe Zone Conversation to be facilitated by the IPRA DEI team for all staff and Board members
  - b. Based on the outcome of the Safe Zone Conversation, provide appropriate specific additional trainings and education
  - c. Continue to embed DEI in the Crystal Lake Park District culture through orientation and training

### **Fiscal Responsibility**

- 1) *Annexations*
  - a. Confirm properties to be annexed to the Crystal Lake Park District that have been annexed by the City of Crystal Lake
  - b. Review pockets within the Crystal Lake Park District that have not been annexed but should be
  - c. Bring proposed annexations to the Park Board for formal approval
  - d. File annexations with the County
- 2) *Develop a Balanced Budget Model*
  - a. Using the current budget, revise to show a balanced budget based on the revenue generated through taxes and fees
  - b. Revise the 10 Year Capital Replacement schedule and possible funding sources based on the balanced budget model

### **Stewardship**

- 1) *Crystal Lake Milfoil Treatment Project*
  - a. Project kick off meeting to finalize scope of work
  - b. Provide and collect Hold Harmless agreements from shoreline property owners that own into the lake bed allowing the Crystal Lake Park District to treat their lake bed property
  - c. Work with Hey and Associates, the application contractor and Superintendent of Park Services to implement the project
  - d. Provide communication to the Board and community on the timing and progress of the project
- 2) *State of the Lake Meeting*
  - a. Work with Hey and Associates to provide a State of the Lake Meeting to update the community on the work being done on the lake and the overall health of the lake

### **Customer Service**

### **Public Involvement**

### **Partnerships**

- 1) *Renewal of the High School District 155/Crystal Lake Park District Facility Use Intergovernmental Agreement*

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- a. Provide current High School District 155/Crystal Lake Park District Facility Use Intergovernmental Agreement to the Recreation and Facilities Committee for review
  - b. Work with High School District 155 to determine if any changes are needed to the IGA
  - c. Revise IGA as needed
  - d. Present to Park Board for approval
- 2) *City of Crystal Lake Impact Fee Needs Assessment*
- a. Complete the City of Crystal Lake Impact Fee Needs Assessment per City requirements
  - b. Submit the City of Crystal Lake Impact Fee Needs Assessment to the City for review and approval
  - c. Submit request for impact fees from the City of Crystal Lake upon approval of the Needs Assessment

### **Safety**

### **Professionalism**

### **Continued Improvement**

- 1) *Comprehensive Master Planning Process*
  - a. Continue to lead the process through to completion
  - b. Upon completion, begin to develop a work plan (goals and initiatives) based on the direction of the Comprehensive Master Plan
- 2) *Live Streaming of Park Board Meetings*
  - a. Research different options to stream Park Board meetings
  - b. Develop budget to implement the streaming of Park Board meetings
  - c. Determine who will oversee the live streaming process to assure a seamless process
  - d. Purchase and install the equipment necessary to effectively stream Park Board meetings