

**Crystal Lake Park Board of Commissioners**  
**REGULAR MEETING AGENDA**

December 19, 2013– 7:00 PM  
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. Approval of Minutes
  - A. Regular Meeting Minutes 11-21-13
- VI. Approval of Voucher List
- VII. Approval of Interim Voucher List
- VIII. Treasurer's Report
- IX. Matters from the Public
- X. Committee Reports
- XI. Unfinished Business
- XII. Consent Agenda
  - A. Crystal Lake Babe Ruth Raffle Request
- XIII. New Business
  - A. Adopt Tax Levy Ordinance 13.14.05
  - B. General Practices Manual - New Policy
    - i. Policy 3.7 Community Input
  - C. Additional General Practices Manual Policies
    - i. 4.2.1 Defining Board Policy and Standard Operating Procedure
    - ii. 4.2.2 Development of Policies
    - iii. 4.2.3 Development of Procedures
  - D. 2014 Park Board Meeting Dates
  - E. NISRA Articles of Agreement Amendment
  - F. Annual Recommendations for Facility Rental Fees for 2014  
(Picnics, Building and Field Rental Fees)
  - G. Goal Review
  - H. Compensation Study Presentation
- XIV. Reports to the Board
- XV. Matters from the Board
- XVI. Committee Meeting Dates
- XVII. 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
- XVIII. Reconvene
- XVIII. Action from Matters from Executive Session
- XIX. Adjourn

## Prepared Agenda for December 19, 2013

### 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.*

### Consent Agenda

#### A. Crystal Lake Babe Ruth Baseball Raffle Request:

The Crystal Lake Babe Ruth Baseball league has submitted a request to sell Babe Ruth Offer Cards and raffle tickets at the upcoming youth sports registration at Park Place on February 1 and 8, 2014.

A motion is requested of the Board to **approve item A. Crystal Lake Babe Ruth Raffle request, as presented.**

### New Business

#### A. Adopt Tax Levy Ordinance 13.14.05

A motion is requested of the Board to **adopt Ordinance 13.14.01, an Ordinance levying the taxes of the Crystal Lake Park District for the fiscal year beginning May 1, 2014 and ending April 30, 2015.**

#### B. General Practices Manual -New Policy

##### i. Policy 3.7 Community Input

A motion is requested of the board to **adopt General Practices Manual policy 3.7 Community Input, as presented.**

#### C. Additional General Practices Manual Policies

##### i. 4.2.1 Defining Board Policy and Standard Operating Procedure

##### ii. 4.2.2 Development of Policies

##### iii. 4.2.3 Development of Procedures

A motion is requested of the board to **adopt General Manual Practices policies 4.2.1 Defining Board Policy and Standard Operating Procedure, 4.2.2 Development of Policies and 4.2.3 Development of Procedures, as presented.**

#### D. 2014 Park Board Meeting Dates

A motion is requested of the Board to **adopt the 2014 Park Board meeting dates, as presented.**

#### E. NISRA Articles of Agreement Amendment

A motion is requested of the Board to **adopt the NISRA Articles of Agreement Amendment, as presented.**

#### F. Annual Recommendations for Facility Rental Fees for 2014 (Picnics, Building and Field Rental Fees)

A motion is requested of the Board to **adopt the Facility Rental Fees for 2014, as presented.**

#### G. Goal Review

Director Herbster will update the Board on this year's accomplishments to date.

#### H. Compensation Study Presentation