



# Park District Board of Commissioners Regular Meeting Minutes November 16, 2017



*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.*

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#### Call to Order:

President Gallagher called the meeting to order at 7:00 PM.

#### Commissioners Present:

Thomas Aquilina, Caroline Bachour-Chemaly, Larry Wheeler, Shawn Zimmerman, Julie Martens, Debbie Gallagher

#### Commissioners Absent:

Michele Hartwig

#### Legal Counsel:

Megan Mack, Ancel, Glink, Diamond, Bush, DiCianni and Krafthefer, P.C.

#### Staff:

Jason Herbster, Executive Director, Erik Jakubowski, Superintendent of Park Services, Ann Viger, Director of Planning and Development, Debra Oldham, Superintendent of Business Services, Kim Buscemi, Superintendent of Recreation Services, Anne Sandor, Recording Secretary

#### Citizens:

Mike Mallory, Northwest Herald

#### Pledge of Allegiance:

The Pledge of Allegiance was recited.

#### Approval of Agenda:

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

#### Approval of Minutes:

Commissioner Bachour-Chemaly moved to approve the minutes of the 10-19-17 Regular Meeting, as presented. Seconded by Commissioner Aquilina. All were in favor.

#### Approval of Voucher List:

Commissioner Wheeler moved to approve the vouchers for month ending October 2017, in the amount of \$330,571.32. Seconded by Commissioner Martens.

Roll Call: Ayes: 6 (Aquilina, Bachour-Chemaly, Wheeler, Zimmerman, Martens, Gallagher) Nays: 0

#### Approval of Interim Voucher List:

Commissioner Wheeler moved to approve the vouchers for month ending November 2017, in the amount of \$1,523,025.96. Seconded by Commissioner Aquilina.

Roll Call: Ayes: 6 (Bachour-Chemaly, Wheeler, Zimmerman, Aquilina, Martens, Gallagher) Nays: 0

#### Treasurer's Report:

Commissioner Wheeler moved to approve the balance of the treasurer's report for October 21, 2017 in the amount of \$11,513,583.91. Seconded by Commissioner Bachour-Chemaly. Roll Call: Ayes: 6 (Wheeler, Zimmerman, Martens, Aquilina, Bachour-Chemaly, Gallagher) Nays: 0

Matters from the Public: None.

Committee Reports: The minutes of the Finance Committee Meeting, October 19, 2017, were reviewed.

Unfinished Business: None.

Consent Agenda:

Commissioner Wheeler moved to approve Consent Agenda Items A. A-Z Literacy Movement request and B. Environmental Defenders of McHenry County request, as presented. Seconded by Commissioner Aquilina. All were in favor.

New Business:

- A. Approval: Tax Levy –Determination of Funds  
Commissioner Wheeler moved to approve a levy of \$6,485,650 for Corporate and Special Revenue Funds; a total levy of \$7,556,612, which includes Debt Service. Seconded by: Commissioner Aquilina.  
Roll Call: 6 (Zimmerman, Martens, Aquilina, Bachour-Chemaly, Wheeler, Gallagher) Nays: 0
- B. Approval: Purchase Policy Revisions  
Commissioner Bachour-Chemaly moved approve Purchasing Policy revisions to the Policy Manual Policy 5.20 and Employee Policy Manual Policy 321, as presented.  
Seconded by: Commissioner Aquilina.  
Roll Call: Ayes: 6 (Martens, Aquilina, Bachour-Chemaly, Wheeler, Zimmerman, Gallagher) Nays: 0
- C. Approval: Auditors Contract Renewal  
Commissioner Wheeler moved to approve a three year engagement with Lauterbach and Amen, LLP, to perform the annual audits for the fiscal years ending April 30, 2018, April 30, 2019, and April 30, 2020.  
Seconded by: Commissioner Zimmerman.  
Roll Call: Ayes: 6 (Aquilina, Bachour-Chemaly, Wheeler, Zimmerman, Martens, Gallagher) Nays: 0
- D. Approval: Annual Recommendations - Picnic, Building and Field Rentals  
Commissioner Bachour-Chemaly moved to approve the Picnic, Building and Field Rental Fees and Facility Rental Agreement Annual Recommendations, as presented.  
Seconded by: Commissioner Aquilina.  
Roll Call: Ayes: 6 (Bachour-Chemaly, Wheeler, Zimmerman, Martens, Aquilina, Gallagher)
- E. Approval: Annual Recommendations - Beach Operations  
Commissioner Wheeler moved to approve the Beach Operations Annual Recommendations, as presented.  
Seconded by: Commissioner Aquilina.  
Roll Call: Ayes: 6 (Wheeler, Zimmerman, Martens, Aquilina, Bachour-Chemaly, Gallagher) Nays: 0
- F. Approval: Annual Recommendations - The Racket Club  
Commissioner Wheeler moved to approve The Racket Club fees, as presented.  
Seconded by: Commission Bachour-Chemaly.  
Roll Call: Ayes: 6 (Zimmerman, Martens, Aquilina, Bachour-Chemaly. Wheeler, Gallagher) Nays: 0
- G. Approval: Bid -Kamijima Park ADA Site Improvements  
Commission Martens moved to approve the lowest responsible, responsive bid submitted by Chadwick Contracting for ADA Site Improvements at Kamijima Park, in the amount of \$41,368.80. Seconded by: Commissioner Wheeler.  
Roll Call: Ayes: 6 (Martens, Aquilina, Bachour-Chemaly, Wheeler, Zimmerman, Gallagher) Nays: 0

H. Approval: Purchase-Used Harley-Davidson Police Motorcycle  
Commissioner Bachour-Chemaly moved to approve the purchase of a used 2007 Harley Davidson police motorcycle from Woodstock Harley-Davidson, not to exceed \$5,500. Seconded by Commissioner Aquilina.  
Commissioner Martens expressed concerns of the size of the bike and not being able to maneuver through trails/paths within the parks. Director Herbster commented the vehicle would be driven on paved trails.  
Commissioner Bachour-Chemaly suggested looking into electric vehicle as they are quieter.

Roll Call: Ayes: 6 (Aquilina, Bachour-Chemaly, Wheeler, Zimmerman, Martens, Gallagher) Nays: 0

Reports to the Board:

Director Herbster distributed the Holiday Parade information. The Holiday Parade will take place on Friday, November 24, 2017. All Board members, staff and their families were invited to participate.

Superintendent Buscemi reported the District will run afternoon non-sport programs at Husmann Elementary (teachers' lounge) and West (Learning Center) Elementary schools.

Matters from the Board:

Commissioner Zimmerman commended Ann Viger for her work on the NISRA accessible garden, and the District for hosting the summer lunch program.

Committee Meeting Dates: Director Herbster will contact Commissioners Gallagher, Aquilina and Martens to coordinate a date and time for the Personnel and Policy Committee.

Executive Session: None.

Adjourn:

Commissioner Wheeler moved to adjourn the meeting at 7:45PM. Seconded by Commissioner Aquilina.  
All were in favor.

Approve: \_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary