

HUNTLEY PARK DISTRICT Regular Board Meeting March 22, 2023

Vice President Melissa Kellas called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance and asked for Roll Call of the Board.

Commissioners present included; Melissa Kellas, Jerry Nepermann, Bill Awe, and Jim Blasky. Commissioners absent: Keith Wold. Also present were Scott Crowe Wesley Peete, Joe Patterson, Matt Szytz, Rick Walrath, and Julie Wons

A motion to approve the agenda was made by Commissioner Awe and seconded by Commissioner Blasky.

All ayes. Motion carried.

A motion to approve the Regular Board Meeting minutes from February 22, 2023 and Board Workshop Meeting minutes from March 15, 2023 was made by Commissioner Nepermann and seconded by Commissioner Awe.

All ayes. Motion carried.

The Treasurer's and Financial Reports were reviewed. Director Wons presented the Treasurer's Report and Financial reports.

Director Wons submitted bills, additions, and purchase cards totaling \$524,189.28. A motion to approve the submitted bills and additions listed above was made by Commissioner Blasky and seconded by Commissioner Awe.

Roll Call: Yes - All.

No - None. Motion carried.

Committee Reports

1. The Marketing and Communications Committee met on March 14, 2023, and a summary of the items discussed are attached.
2. The Parks and Facilities Committee met on March 14, 2023, and a summary of the items discussed are attached.

Staff Reports

The following Department Reports were reviewed:

1. **Finance, HR/Risk:** Director Wons reviewed the Finance Department report and the HR/Risk report is provided.
2. **Parks:** Director Peete reviewed the Parks and Facilities Department report. In addition to the submitted report, Commissioner Nepermann complimented the effort to prune the trees in the park. Director Peete added that there is 90 yards of wood trimmings after pruning, which will result in 400-500 yards of mulch that the District will utilize in the future. Commissioner Awe asked for an explanation of the work orders

demonstrated in the report. Director Peete explained that the graph shows the comparison of work orders submitted and completed each month.

3. **Recreation:** Director Patterson reviewed the Recreation Department report. In addition to the submitted report, Commissioner Awe commented on the number of volunteers that participated in the youth basketball program. Commissioner Awe also asked if there were any sports or sports organizations who are looking to start a new sport within the community. Director Patterson explained that the District has not been approached with any new opportunities recently.
4. **Marketing:** Director Szytz reviewed the Marketing and Communications Department report. In addition to the submitted report, the Board asked for a brief explanation of the new marketing report data and format. Director Szytz discussed the various metrics demonstrated through the new report.
5. **Golf:** General Manager Walrath reviewed the Golf Department report. In addition to the submitted report, General Manager Walrath explained that the course is ahead of the budgeted benchmark through February. Commissioner Awe asked how the indoor golf simulators are doing. General Manager Walrath explained that it has been consistently used throughout the winter.

Executive Director Report

The Executive Director Report was reviewed.

New Business

Action Item #1 - Approval of Stingray Bay Pool Painting Bid

Motion to approve the lowest responsible bid from Oosterbaan & Sons for the Pool Painting Project was made by Commissioner Nepermann seconded by Commissioner Awe.

Roll Call: Yes - All. No - None. Motion carried.

Action Item #2 - Approval of Roof Replacement Bid

Motion to approve the lowest responsible bidder from Weather Guard Roofing for the replacement of the roof was made by Commissioner Awe seconded by Commissioner Blasky.

Roll Call: Yes - All. No - None. Motion carried.

Action Item #3 - Approval of Developer Agreement with MI Homes

Removed from agenda. To be addressed at a later date.

Action Item #4 - Approval of Variances for Paw Fest Event.

Motion to approve the variances for the Animal House Shelter's Paw Fest Event was made by Commissioner Nepermann seconded by Commissioner Awe.

All ayes. Motion carried.

Action Item #5 - Approval of Sponsorship Policy

Motion to approve the Sponsorship Policy was made by Commissioner Nepermann seconded by Commissioner Blasky.

All ayes. Motion carried.

Action Item #6 - Approval of Alcohol Serving Policy

Motion to approve the Alcohol Serving Policy was made by Commissioner Awe seconded by Commissioner Blasky.

All ayes. Motion carried.

Action Item #7 - Approve Payment Processing Provider

Motion to approve the Payment Processing Provider with Vermont Systems, Inc./World Pay was made by Commissioner Nepermann seconded by Commissioner Blasky.

Roll Call: Yes - All. No - None. Motion carried.

Motion to adjourn the Regular Board meeting was made by Commissioner Awe seconded by Commissioner Blasky.

All ayes. Motion carried.

Meeting adjourned at 9:13 PM.

These minutes are subject to approval at the next regular business meeting.

Respectfully submitted,
Matt Szytz
Board Recording Secretary

Signature on file

Scott M. Crowe, Secretary Date