

## HUNTLEY PARK DISTRICT

Board Workshop  
February 10, 2016

President Jerry Nepermann called the meeting to order at 7:02 p.m.

Commissioners present: Jerry Nepermann, William Awe, Keith Wold, Jim Blasky, and Melissa Kellas. Also present were Thom Palmer, Laura Pisarcik, Debbie Kraus, Paul Ostrander, and Gary Zierer.

### Parks Committee

The Board reviewed the Tomaso Sports Park Well project. The park district is in the second year of a two year permit window to install a well at Tomaso Sports Park. Research as to the number of venders and the development of the project outline is ongoing. Paul Ostrander added that it won't be necessary to go out to bid as the bids are below \$20,000.00. Laura noted that legislative changed going out to bid has been increased to \$25,000.00. Paul will get quotes to seek the best price.

### Personnel Committee

The current Sick Time policy should be updated to reflect Federal Medical Leave Act (FMLA) guidelines. The Park District current Sick Leave Time policy allows employees to be off for 5 days before providing a doctor's verification. The change from 5 days to more than 3 days would require an employee to provide a physician's verification that he/she may safely return to work.

After review the Board recommended that the Sick Time Policy Revision be placed on the February 24, 2016 Consent Agenda. (CA)

### Finance Committee

- Purchase orders to be considered:

The Board directed that Purchase Order #20160020 to Hagg Press for the summer brochure be placed on the consent agenda for approval as presented at the February 24, 2016 Board meeting. (CA)

### Abatement Ordinance

The abatement ordinance that was presented at the January 27, 2016 Board meeting needs a correction of the description. The prior abatement ordinance stated **2004 Bond Series**, and in fact should have stated **2014C Bond Series**. There is no change in the dollar amount that the park district abates for the REC Center; it will remain at \$220,263.00.

The Board recommends to place the Updated Tax Abatement Ordinance as presented on the consent agenda for approval at the February 24, 2016 Board meeting. (CA)

### Budget Review

Thom reviewed the 2016 requested Capital Project/Expenses. A reserve fund formula and capital & operational budget summaries were reviewed at the Finance Committee meeting on Friday, January 22, 2016. Commissioner Wold requested that the numbers be updated in the referendum items and to add paving from Lion's Chase to Stingray Bay trail. Commissioner Awe inquired about a six month reserve. Laura explained that park districts are required to reserve six months by GASBY. A public hearing regarding the budget will be held at the February 24, 2016 regular Board meeting and consideration of the full Huntley Park District budget will be on the March agenda.

### Committee of the Whole

The Board reviewed the January 27, 2016 regular Board meeting minutes. Board directed that the minutes be placed on the February 24, 2016 Consent Agenda. (CA)

## **Goals & Objectives**

Thom reviewed the Goals & Objectives for 2016. Each department set their 2016 goals and objectives. This document, along with the capital budget plan will guide the district throughout the next year. At the end of the year Board and staff can review the completion rate of the tasks/projects, as well as the annual routine tasks and other additional projects.

This is a working document. If the Board comes to a consensus for additional tasks/projects they then can be added to the list.

## **Comments**

Motion to adjourn was made by Commissioner \_\_\_\_\_ and seconded by  
Commissioner \_\_\_\_\_. All ayes,  
Motion carried.

The meeting adjourned at \_\_\_\_\_pm.

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

Respectfully submitted,  
Alyce Johnson  
Recording Secretary