

HUNTLEY PARK DISTRICT
Regular Meeting
November 29, 2017

President Jerry Nepermann called the meeting to order held at Pinecrest Golf Club at 7:03 p.m. Commissioners present included; Bill Awe, Jim Blasky, Keith Wold, and Melissa Kellas. Also present were Thom Palmer, Laura Pisarcik, Heather Matteson, Brad Hisel, Steve Loomis and John Cowlin.

A motion to approve the agenda was made by Commissioner Wold and seconded by Commissioner Blasky. All ayes. Motion carried.

A motion to approve the October 25, 2017 regular Board meeting minutes was made by Commissioner Wold and seconded by Commissioner Blasky. All ayes. Motion carried.

A motion to accept the Treasurer's Report as presented was made by Commissioner Awe and seconded by Commissioner Kellas. All ayes. Motion carried.

There were no Purchase Orders.

Laura Pisarcik submitted bills, additions, and purchase cards totaling \$834,640.41.

A motion to approve the submitted bills and additions listed above was made by Commissioner Kellas and seconded by Commissioner Blasky.

Roll Call: Yes – Kellas, Blasky, Nepermann, Awe, Wold. No – None. Motion carried.

The following Department Reports were reviewed:

Finance & HR: In addition to Laura Pisarcik's submitted report, Commissioner Kellas inquired about the RecTrac seminar held at the REC Center Cosman Theater on November 15th. Laura reported that it would be in the Park District's best interest to move forward to the Web based version of RecTrac; 3.1. This year's budget will include the funds for the conversion & training.

Parks: There were no additions to Paul Ostrander's submitted report.

Golf Department Report: In addition to Brad Hisel's submitted report, Brad reported that this year's revenues were down mostly due to weather related issues. The golf course loses the most revenue when the leagues decide not to play during "cart path only" conditions.

Recreation: In addition to Debbie Kraus' submitted report, Commissioner Wold asked about the references for raising the ET rates and would have preferred the information had been received earlier. Heather Matteson explained the detailed report citing a 3 – 8% increase in fees. Laura also explained that the District #158 schools are charging the park district 25% of the actual rental fees for the space used for the ET programs. The fees will increase 25% each year until 100% is reached. Thom is planning on working/communicating with the interim Superintendent to review/revise the current blueprint of the Intergovernmental Agreement the school district is proposing. The Intergovernmental Agreement with District #158 has not been officially signed at this time. Commissioner Awe would like to see a "doomsday" picture of what the rental fees vs. revenue from ET would look like during the next 4 years. Commissioners were very impressed with Todd Weber's artwork (Mr. Frankie game) from the Halloween Fun Night.

New Business

Consent Agenda

A. Approve PO for American Soccer company, Inc. for basketball uniforms

B. Approve PO for Hagg Press to design/print Winter/Spring brochure

A motion to approve the Consent Agenda was made by Commissioner Wold and seconded by Commissioner Kellas.

Roll Call: Yes – Wold, Kellas, Awe, Blasky, Nepermann. No – None. Motion carried.

Truth in Taxation Hearing

There will be no need to set a date for a truth in taxation hearing as the increase requested for the tax levy will not be greater than five percent.

Discuss 2017 Tax Levy

Each year the District is required to estimate the tax levy for the next year based on factors such as CPI, new growth in the community, and the estimated EAV. The levy will not exceed five percent.

McHenry County Conservation District – Conservation Congress

Two years ago; in November of 2015, Commissioners Nepermann and Awe were selected by the Board to be a delegate and alternate to represent the Huntley Park District at the First MCCD Conservation Congress meeting. The second MCCD Conservation Congress meeting is on Saturday, February 10, 2018.

A motion to select Jerry Nepermann to be the primary delegate and Jim Blasky as alternate to the MCCD Conservation Congress meeting was made by Commissioner Kellas and seconded by Commissioner Awe. All ayes. Motion carried.

Pinecrest Golf Rates

The Board reviewed the 2017 rates and discount history for the season as well as 2 proposals for 2018.

Going forward for 2018 there are two proposals for rates at Pinecrest. The first proposal marries the senior and resident discount into one rate type. The second proposal keeps the rates similar but eliminates multiple discounts on top of discounted rates at off peak times (afternoons).

Both proposals have two new rates added:

A. Junior Rate Monday – Friday anytime and Saturday & Sunday after 2PM

B. 9 Hole Weekend Rate 11AM – 2PM

A motion to approve the 2018 golf rates; proposal #2 as presented was made by Commissioner Wold and seconded by Commissioner Awe.

Roll Call: Yes – Wold, Awe, Nepermann, Kellas, Blasky. No – None. Motion carried.

Program & Membership Policy

The current Program & Membership Policy was approved in August of 2015 in order to comply with the IRS guidelines. A point system was implemented replacing the prior percentage discount policy. The current points policy limits registration due to waiting list and contractual program issues. The Recreation Managers met to provide input as it affect their programs and staff the most. This Program & Membership Policy revision was established with part-time, full-time, job specific and IRS compliance issues in mind and will begin on January 1, 2018 if approved by the Board. Board members will be considered the same as full time staff.

A motion to approve the Program & Membership Policy as presented was made by Commissioner Wold and seconded by Commissioner Kellas. All ayes. Motion carried.

Sun Valley Farm Facility Use Agreement

For many years the Board and staff have discussed the fact that the Huntley Historical Society would use the Farmhouse someday. The boiler was replaced several years ago and the electric service was upgraded when the Parks Department moved in temporarily last spring. A revision of a 2012 Facility Use Agreement was made and the Park Committee reviewed it at the last committee meeting on November 16, 2017. The only change since that meeting was making the Facility Use Agreement for a 4 year term rather than a 2 year term. This was requested by Jim Drendel; President of the Historical Society. He felt that a 2 year term was too short of occupancy to apply for grants.

After discussing the SVF Facility Use Agreement the Board decided that the following additions/revisions should be addressed:

- a) Monthly fees of \$100.00 due by (day of the month) to be reviewed annually.
- b) There will be no Historical Society public events until the Park District approves ADA compliance of the farmhouse, parking lot and surrounding area.
- c) The Park District to be informed of any Historical Society Public event.
- d) Onus of ADA compliant recommendations is the responsibility of the Park District.

The Sun Valley farm Facility Use Agreement will be revisited at the December 13, 2017 regular Board meeting.

Commissioner Comments:

Thom will register everyone for the IAPD Conference in January.

Commissioner Wold expressed his thanks to Paul and Nicandro for helping his son Ryan complete his Eagle Scout project.

Commissioner Wold commented that the sled hill looks GREAT!

Thom expressed his thanks to Pinecrest for the sampling of fish and chicken, fries and coleslaw that was enjoyed during the meeting.

Motion to adjourn was made by Commissioner Kellas seconded by Commissioner Blasky. All ayes. Motion carried.

Meeting adjourned at 9:15 PM.

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

Respectfully submitted,

Alyce Johnson

Recording Secretary