

HUNTLEY PARK DISTRICT
Regular Meeting
June 23, 2021

President Jerry Nepermann called the meeting to order at 7:02pm. Commissioner's present included; Bill Awe, Jim Blasky, Keith Wold, and Melissa Kellas. Also present were Thom Palmer, Laura Pisarcik, Paul Ostrander, Scott Crowe, Rick Walrath, Matt Szytz, Erin Upshaw, John Cowlin and Jamie Wilkey from Lauterbach & Amen, LLP.

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

Jamie Wilkey from Lauterbach & Amen, LLC presented the 2020 annual audit report.

Scott Crowe introduced Youth Manager, Erin Upshaw to the Board.

A motion to approve the April 28, 2021, and May 26, 2021 regular Board meeting minutes was made by Commissioner Wold and seconded by Commissioner Awe. All ayes. Motion carried.

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

Laura Pisarcik submitted bills, additions, and purchase cards totaling \$519,042.27. A motion to approve the submitted bills and additions listed above was made by Commissioner Wold and seconded by Commissioner Blasky. Roll Call, Yes: Wold, Blasky, Awe Kellas, Nepermann. No: None. Motion carried.

The following Department Reports were reviewed:

Finance & HR: There were no additions to Laura Pisarcik's submitted report.

Parks: In addition to Paul Ostrander's submitted report: President Nepermann commented that he liked the DDZ surface painting. Commissioner Awe asked if the music sensors still work? Paul indicated the most still do.

Recreation: In addition to Scott Crowe's submitted report: Commissioner Awe asked about rusted flanges at Stingray Bay. Also asked if there was any push back from the SRB closing. Scott indicated there were 5 to 7 refunds issued but for the most part patrons were very understanding.

Golf Department Report: In addition to Rick Walrath's submitted report: Rick is covering for the Event Manager as they search for Patti's replacement. Rick reviewed general budget number and how they are hitting the mark so far.

Old Business:

Reconsider signatures for gaming licenses. At the February 24th, 2021 Board meeting, the Resolution authorizing video gaming at Pinecrest Golf Club was approved by unanimous vote. The application for a video gaming terminal operator license in the State of Illinois requires various personal information from the applicant business owners as well as submitting to a background check. The Board operates on behalf of the residents of the District (owners) and two Board members are required for the application to be considered. The consideration of this motion was tabled at the May 26, 2021 Board meeting. Further discussion at the June 23rd meeting directed the staff to investigate what financial information the State is seeking, the district financial information or individual Board Members financial information.

A motion to table the issue was made by Commissioner Wold and seconded by Commissioner Awe. All ayes. Motion carried.

New Business:

Annual Audit Report: A motion to approve the Annual Audit Report as presented was made by Commissioner Kellas and seconded by Commissioner Wold. All ayes. Motion carried.

Service Animal Policy: When staff reviewed the Ordinance Code, examples provided referred to a "Service Animal Policy" as it pertained to rules and regulations of use of service animals at park district properties. In reviewing this reference with corporate counsel, it was recommended we adopt a policy that does not currently exist to address this deficiency. This policy will coordinate with the forthcoming Ordinance Code adoption that is also presented to the Board for approval at the June meeting. This is a good policy to have, and best practice to adopt, as it relates to the accommodation of individuals with disabilities.

A motion to approve the Service Animal Policy 7.9 as presented was made by Commissioner Awe and seconded by Commissioner Wold. All ayes. Motion carried.

Consider Updated District Ordinances: The changes of various policies and procedures were reviewed staff and by HPD corporate attorney and the attorneys at PDRMA and a recommendation to update the ordinances to a more comprehensive and modern document was recommended in April. From that recommendation, PDRMA sent documents as examples from three different Park Districts, and staff obtained an additional example from a fourth district. All four have very similar, if not exclusively identical language. This proposed document is more comprehensive and contains best practices that are considered more of the current standard for our industry. All items in the current Ordinance Code are addressed in the new document. Reviewing the Ordinance Code periodically is not just good practice, as laws and legal precedence changes, it is a requirement of state and national accreditation programs as well, which staff hope to complete in the coming years.

A motion to approve the Updated district Ordinances as presented was made by Commissioner Kellas and seconded by Commissioner Wold. All ayes. Motion carried.

Service Initiatives & Goals: The Service Initiatives & Goals (SI&G) were distributed at the May Board meeting for Board review. One of the main purposes of the SI&G is to assist the Board with determining staff increases based on the financial health of the district, then a combination of (1) the cost-of-living increase (CPI as of September each year) and (2) completion of District goals and/or job responsibilities, not to exceed the percentage of raises and/or the pool of resources as directed by the Board of Commissioners. With some staff having more measurable goals than others, just by nature of their jobs, administrative staff will apply this part of their increase in a manner that is equitable as possible. Administrative staff will also strive to work full-time staff to develop meaningful and measurable goals.

A motion to approve the 2021 Service Initiatives & Goals as presented was made by Commissioner Wold and seconded by Commissioner Awe. All ayes. Motion carried.

Annexation Ordinances: Venture One Acquisitions (Venture One) has annexed and is developing the property commonly known as the Stade Farm, 41W368 Freeman Road within the Village of Huntley. The property is currently located in unincorporated Kane County and is approximately 261 acres with \pm 2,700 feet of frontage on Freeman Road. Venture One is a real estate private equity fund manager, developer and operating company specializing in the industrial property sector. The Village of Huntley has recently annexed the entire 261-acre property and Venture One is developing the southern 152 acres with a building of approximately 629,186 square feet for a distribution center with an office component (approximately 44,186 square feet) and up to 1,000 jobs, for an investment of approximately \$100 million. The end user would operate as a Receive Center, which accepts bulk inventory and allocates it to fulfillment centers throughout the region. They want to be fully operational in the building by the second quarter of 2022.

A motion to approve and authorize the President to sign both annexation ordinances as presented was made by Commissioner Wold and seconded by Commissioner Kellas. All ayes. Motion carried.

Commissioners or staff Comments: None

Executive Session

A motion was made to enter into executive session to discuss personal issues in compliance with the Open Meetings Act 5 ILCS 2 (c) (1) by Commissioner Kellas and seconded by Commissioner Wold.

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

[Executive Session]

A motion to reconvene the regular meeting at 9:35pm by Commissioner Awe and seconded by Commissioner Wold.

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

Consider items from executive session:

A motion was made by Commissioner Awe and seconded by Commissioner Wold to accept the resignation of Thomas Palmer, Executive Director, effective December 31, 2021 as presented. All ayes. Motion carried.

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

Meeting adjourned at 9:40pm.

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

Respectfully submitted,
Thom Palmer
Board Secretary