

# HUNTLEY PARK DISTRICT

## Regular Meeting

### November 16, 2022

President Keith Wold called the meeting to order at 7:02 p.m. and led the Pledge of Allegiance and asked for Roll Call of the Board.

Commissioners present included Keith Wold, Melissa Kellas (arrived 7:30 pm), Jerry Nepermann, and Bill Awe. Commissioners absent: Jim Blasky None. Also present were Scott Crowe Wesley Peete, Joe Patterson, Rick Walrath, Julie Wons, Tanya Walker, John Cowlin.

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

All ayes. Motion carried.

President read aloud: "At this time, we will now open the Truth in Taxation Public Hearing. If there are any members of the public that have comments, the floor is now open." There were no comments.

Motion to adjourn the Truth and Taxation Hearing was made by Commissioner Nepermann seconded by Commissioner Awe.

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

Executive Director Crowe introduced Tanya Walker & Julie Wons from Lauterbach and Amen. Commissioner Awe asked about schedules and if they are set up to work remotely.

A motion to approve the October 26, 2022 Regular Board Meeting minutes was made by Commissioner Awe and seconded by Commissioner Nepermann.

All ayes. Motion carried.

The Treasurer's and Financial Reports were reviewed. Director Wons presented the Treasurer's Report and Financial reports and asked for any questions from the board.

Director Wons submitted bills, additions, and purchase cards totaling \$278,359.43. A motion to approve the submitted bills and additions listed above was made by Commissioner Nepermann and seconded by Commissioner Awe.

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

## **Staff Reports**

**The following Department Reports were reviewed:**

1. **Finance:** Director Wons Crowe reviewed the Finance Department report. In addition to the submitted report: Finance reported that they are learning how to utilize the tools the district has to work smarter not harder.
2. **Parks:** Director Peete reviewed the Parks and Facilities Department report. In addition to the submitted report: Commissioner Awe asked about snow removal efficiencies and how the district looked for snow removal supplies. Director Peete said that new equipment will save staff time and wear and tear saving the district in overtime and from staff having to manually remove snow.
3. **Recreation:** Director Patterson reviewed the Recreation Department report.
4. **Marketing:** In addition to the submitted report: Executive Director Crowe explained that Director Szytz is taking on the role as IT coordinator and helping to get some open tickets resolved for staff with Leading IT.
5. **Golf:** General Manager Walrath reviewed the Golf Department report. In addition to the submitted report: General Manager Walrath explained that fertilizer and seed pricing will dramatically increase next year due to demand.

Commissioners Kellas arrived at the meeting at 7:30 pm during staff reports

**Executive Director Report**

The Executive Director Report was reviewed.

**New Business**

**Action Item #1 – Consider Sale of Limited Park General Obligation Bonds**

A motion to approve Ordinance 2022-05 as presented, authorizing the Board President, Treasurer and Secretary to issue said bonds not to exceed \$975,000 Taxable General Obligation Limited Tax Park Bonds, Series 2022A, and not to exceed \$1,200,000 General Obligation Limited Tax Park Bonds, Series 2022B, of the Huntley Park District was made by Commissioner Awe and seconded by Commissioner Nepermann.

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

**Action Item #2 – Consider Part-Time and Seasonal Employee Wage Ranges**

Motion to approve the Part-Time Employee Wage Ranges as presented was made by Commissioner Kellas seconded by Commissioner Awe.

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

**Action Item #3 – Consider Professional Building Cleaning Services Bid**

Motion to approve the lowest responsible bid from GSF, USA for a total of \$114,966.39 for the first year and to extend to a second and third year without an additional bid was made by Commissioner Nepermann seconded by Commissioner Kellas.

Roll Call: Yes – All.

No – None. Motion carried.

**Action Item #4 – Consider Delegate for IAPD Annual Meeting**

A motion designating Commissioner Kellas to be the delegate and Executive Director Crowe as the alternate to the annual IAPD business meeting on January 28, 2023 was made by Commissioner Awe and seconded by Commissioner Nepermann.

All ayes. Motion carried.

**Action Item #5 – Discuss 2023 Tax Levy**

The estimated Tax Levy for 2023 was presented to the board for review and questions. 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. *No action is required as the actual amount of the levy will be considered at the December Board meeting.*

**Action Item #6 – Presentation of 2023 Draft Internal Budget**

The Budget is on display and available at the front desk until December 14 at which time the board will be presented with the final budget for consideration. *No action is required, and the final 2023 Internal Budget will be presented for consideration at the December Board Meeting.*

**Staff or Commissioner Comments**

The Board and Executive Director Crowe discussed the need for a Board Workshop in December and it was determined that one will be held on December 7 to review the Budget and 2022 Goals as well as 2023 Goals

Motion to adjourn the Regular Board Meeting was made by Commissioner Nepermann seconded by Commissioner Awe.

All ayes. Motion carried.

Meeting adjourned at 9:29 PM.

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

Respectfully submitted,

Scott M. Crowe  
Board Secretary

Signature on file  
\_\_\_\_\_  
Keith Wold, President                      Date

Signature on file  
\_\_\_\_\_  
Scott M. Crowe, Secretary              Date