

HUNTLEY PARK DISTRICT  
Regular Meeting  
December 19, 2018

President Jerry Nepermann called the meeting to order at 7:00 p.m. Commissioners present included; Bill Awe, Jim Blasky, Keith Wold, and Melissa Kellas. Also present were Thom Palmer, Laura Pisarcik, Paul Ostrander, Scott Crowe, Bill Krueger, and John Cowlin.

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

A motion to approve the November 28, 2018 Board meeting minutes as corrected was made by Commissioner Blasky and seconded by Commissioner Kellas. All ayes. Motion carried.

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

There were no Purchase Orders

Laura Pisarcik submitted bills, additions, and purchase cards totaling \$801,553.69. A motion to approve the submitted bills and additions listed above was made by Commissioner Kellas and seconded by Commissioner Wold.

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

**Staff Reports**

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

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

**Golf Department Report:** In addition to Bill Kreuger's submitted report, Commissioner Wold complimented Bill's report/statistics on the Breakfast w/Santa at Pinecrest. In the future Bill will be submitting reports for other special events. (Second Breakfast w/Santa, Comedy Night, Elvis Night, etc.)

**Recreation:** In addition to Scott Crowe's submitted report, Scott reiterated the success of online registration and the favorable results with web usage since the RecTrac upgrade on October 1, 2018. The brochure is also interactive online. Scott will be working on sponsorships for the coming year. He also announced the park district's 1<sup>st</sup> Job Fair to be held on January 8, 2019.

**New Business**

**2018 Tax Levy Request**

The expected EAV for this year is to increase from last year. There is a need to capture the new construction. The total 2018 tax levy request is \$3,449,130; which is \$125,824 greater than last year's request. The increase is just to capture any new growth in McHenry and Kane County.

A motion to approve the 2018 Tax Levy as submitted was made by Commissioner Wold and seconded by Commissioner Blasky.

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

### **Tax Abatements Ordinance**

Each year the Board considers the ordinances for tax abatements on the Pinecrest clubhouse and REC Center. The amounts in question are approximately \$240,365 for the Pinecrest Clubhouse and \$221,063 for the REC Center.

A motion to approve the Tax Abatements Ordinance as submitted was made by Commissioner Wold and seconded by Commissioner Kellas.

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

### **Surplus Phone Equipment**

The District's antiquated POTS line telephone system has been replaced with a new Voice-Over-Internet phone system. I am requesting that the old telephones and control server be considered as surplus equipment and disposed of as most units are not in full working order and have no resale value.

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

### **2019 Board Meeting Dates**

Each year the Board must consider and approve the meeting dates for the following year, both Workshop meetings and Business meetings. These meeting dates will be sent to the area media outlets. Please note that the March meeting (3/20/19) will be held on the third Wednesday to avoid conflict with the school district spring break, the November meeting (11/20/19) will be held on the third Wednesday to avoid conflict with the Thanksgiving Day holiday and the December meeting (12/18/19) will be held on the third Wednesday to avoid conflict with the Christmas Holidays. Also, several meetings will be held at other locations than the REC Center, May 22 at the Ostrander Maintenance Facility and October 23, at Pinecrest.

Jan 9, 2019 – Workshop  
Jan 23, 2019 – Business  
Feb 13, 2019 – Workshop  
Feb 27, 2019 – Business  
March 13, 2019 – Workshop  
March 20, 2019 – Business\*  
April 10, 2019 – Workshop  
April 24, 2019 – Business  
May 8, 2019 – Workshop  
May 22, 2019 – Business  
(Ostrander Maintenance Facility  
12225 Lois Lane, Huntley)  
June 12, 2019 – Workshop  
June 26, 2019 - Business

July 10, 2019 – Workshop  
July 24, 2019 – Business  
Aug 14, 2019 – Workshop  
Aug 28, 2019 – Business  
Sep 11, 2019 – Workshop  
Sept 25, 2019 – Business  
Oct 9, 2019 – Workshop  
Oct 23, 2019 – Business  
(Pinecrest – 11220 Algonquin Rd, Huntley)  
Nov 13, 2019 – Workshop  
Nov 20, 2019 – Business\*  
December 18, 2019 – Business\*  
\* Not a fourth Wednesday

A motion to approve the 2019 meeting dates as presented was made by Commissioner Wold and seconded by Commissioner Kellas. All ayes. Motion carried.

### **Brand and Logo Discussion**

Per Scott's presentation at the November Board Workshop, J. Miller Marketing has provided some new, fresh, logo concepts for consideration as we explore updating the Huntley Park District Brand.

The relation to our mission, vision, and values, in addition to elements that will allow customers to visually recognize and relate to our brand is important for consideration. Colors, fonts, and the ability to portray this logo in print, online, and on apparel are also important factors when reviewing these concepts.

Scott led the discussion to gain additional feedback from the board to keep this project moving forward. Commissioner Wold would like to see an estimated cost of replacing/rebranding with a new logo. How much to budget for 2019?

### **Commissioner/Staff Comments**

Thom presented the Board with tables he made from one of the trees in Warrington Park that had fallen during the microburst on September 25, 2018.

President Nepermann recognized Thom's 20 years of service to the Huntley Park District.

### **Annual Meeting**

A motion was made to recess the regular meeting and enter into annual meeting by Commissioner Awe and seconded by Commissioner Wold. All ayes. Motion carried.

A motion to reconvene the regular meeting at 8:17 p.m. by Commissioner Kellas and seconded by Commissioner Awe. All ayes. Motion carried.

### **Executive Session**

A motion was made to enter into executive session to... in compliance with the Open Meetings Act 5 ILCS 2 (c) (c5 & c6) by Commissioner Wold and seconded by Commissioner Blasky.

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

#### **[Executive Session]**

A motion to reconvene the regular meeting at 9:49p.m.was made by Commissioner Awe and seconded by Commissioner Wold.

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

Motion to authorize the Executive Director to distribute an increase not to exceed \$30,000 for fiscal year 2019 within the approved fulltime salary ranges, ranging from 0% to 5% per individual employee based on merit/CPI at his discretion. Also to adjust salary/pay-rate not to exceed a total of \$10,100 to a Board approved employee. As part of the distribution, the Board also authorizes a 3% increase to the Executive Director was made by Commissioner Awe and seconded by Commissioner Wold.

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

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

Meeting adjourned at 9:50 PM.

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

Respectfully submitted,  
Alyce Johnson, Recording Secretary