

HUNTLEY PARK DISTRICT

Regular Meeting

June 22, 2022

President Keith Wold called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance and asked for Roll Call of the Board.

Commissioners present included: Melissa Kellas, Jerry Nepermann, Bill Awe, and Jim Blasky. Commissioners absent: None. Also present were Scott Crowe, Laura Pisarcik, Wesley Peete, Matt Szytz, Joe Patterson, and John Cowlin. Commissioner Awe was not present at the time of roll call.

A motion to approve the agenda with moving New Business Item 9a after public comments was made by Commissioner Kellas and seconded by Commissioner Blasky.

All ayes. Motion carried.

Commissioner Awe arrived at 7:02p

A motion to approve the May 25, 2022 Regular Board Meeting minutes and the June 8, 2022 Board Workshop minutes, as amended, was made by Commissioner Kellas and seconded by Commissioner Blasky. Amendment: "Melissa not present at the time of roll call to be added."

All ayes. Motion carried.

The Treasurer's and Financial Reports were reviewed.

Director Pisarcik submitted bills, additions, and purchase cards totaling \$256,481.80.

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

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

Staff Reports

The following Department Reports were reviewed:

1. **Finance & HR:** Director Pisarcik reviewed the Finance Department report. In addition to the submitted report, Director Pisarcik expressed how busy the Registration Staff has been with summer program registration and pool pass sales. Human Resources is continuing to work on the kick-off of a new training module for new staff.
2. **Parks:** Director Peete reviewed the Parks and Facilities Department report. In addition to the submitted report, Director Peete explained that

staff has been working hard repairing issues at parks, Pinecrest, and Stingray Bay. The facility and parks staff were complimented for their hard work. Windscreens have been updated and added at Little Ray's Reef of Stingray Bay. Commissioner Wold asked about the daily pressure washing schedule. Director Peete explained that the parks team is scheduled to take care of routine maintenance throughout the parks, cleaning garbage and other amenities with their pressure washer. Commissioner Nepermann asked for an update on the Carpenter Bee issue. Director Peete said that he has met with Orkin and discussed a plan to address both the Carpenter Bees and Bats found at various structures.

3. **Recreation:** Director Patterson reviewed the Recreation Department report. In addition to the submitted report, Director Patterson discussed the All-Staff Training that occurred, mentioning that it was an overall success based on feedback. Adult Sports have taken off. Summer men's basketball, 14" co-ed, 14" men's, and 16" men's softball are all up and running with full leagues. Red Raider's Girls Softball is hosting a large softball tournament this coming weekend, which will host about 160 total games at Tomaso Sports Park. Picnic in the Park was a success with over 200 people attending. Commissioner Wold asked for an update on the how the Preschool enrollment numbers look at this
4. **Marketing:** Director Szytz reviewed the Marketing and Communications Department report. In addition to the submitted report, Director Szytz updated the Board on the positive relationships the Park District has begun to make with local community partners. Donations have been collected in excess of \$600 over the last month for events and raffle prizes, which are ultimately given back to participants and community members.
5. **Golf:** General Manager Walrath reviewed the Golf Department report. In addition to the submitted report, General Manager Walrath explained that 2021 is looking to be a high-water mark when looking at revenues year-over-year. Revenues are still coming in steadily, and expenses are being controlled positively so far this year. The maintenance team is identifying areas that need to be addressed with the irrigation system.

Executive Director Report

The Executive Director Report was reviewed. In addition to the report, Executive Director Crowe updated the Board on the Strategic Plan process, including the construction of the community survey that will be launched in July.

Commissioner Awe asked how Executive Director felt the public input meeting went on June 8. Scott Crowe explained that based on conversations with PROS Consulting and their experiences, the meeting's attendance was

slightly better than the average meeting attendance. A good amount of feedback was collected.

Old Business

Action Item #1 - Consider Naming of Cider Grove Phase 2 Park

Item tabled for future consideration.

New Business

Action Item #1 - Consider Financial Audit Report

A motion to approve the Annual Financial Audit Report was made by Commissioner Nepermann and seconded by Commissioner Awe.

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

Action Item #2 - Fieldstone Subdivision Park Concept Presentation

A motion to approve the Fieldstone Subdivision Park Concept Design that a park and playground be built at the proposed Fieldstone Subdivision Park site location previously presented to be paid for and built by MI Homes and when 90% of the homes are built out, ownership and maintenance will be transferred to the Park District was made by Commissioner Kellas and seconded by Commissioner Nepermann.

Roll Call: Yes - Kellas, Nepermann, Wold, Blasky. No - Awe. Motion carried.

Action Item #3 - Lease Agreement for Mowing Equipment

A motion to end the current lease agreements, trade-in this equipment, and waive the bidding requirement to enter into a 5-year lease to own agreement with Reinders, Inc. (and their financing provider) for a total of \$133,726.92 over the term of the agreement was made by Commissioner Awe and seconded by Commissioner Nepermann.

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

Action Item #4 - Consider Ordinance Authorizing the Sale of Surplus Property

A motion to designate the vehicles as presented as "surplus" was made by Commissioner Kellas and seconded by Commissioner Nepermann.

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

Action Item #5 - Consider Updated Purchasing Policy 4.2

A motion to approve the updated Purchasing Policy 4.2 as presented was made by Commissioner Awe and seconded by Commissioner Blasky.

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

Action Item #6 – Consider Updated Governance Policy 2.7

A motion to approve the updated Governance Policy as presented was made by Commissioner Awe and seconded by Commissioner Nepermann.

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

Action Item #6 – Consider Liquor License Changes

A motion to approve the Resolution to add Commissioner Keith Wold and Commissioner William Awe to the Liquor License Permit was made by Commissioner Kellas and seconded by Commissioner Nepermann.

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

Action Item #6 – Appointment of Authorized IMRF Agent

A motion to approve the Resolution to appoint Scott Crowe as the Authorized IMRF Agent for Huntley Park District was made by Commissioner Nepermann and seconded by Commissioner Awe.

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

Action Item #6 – Consider Updated Affiliate Agreement for Heat United Soccer Club

A motion to approve the Affiliate Agreement with Heat United Soccer Club Crystal Lake Soccer Federation was made by Commissioner Kellas and seconded by Commissioner Nepermann.

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

Motion to adjourn was made by Commissioner Kellas seconded by Commissioner Blasky.

All ayes. Motion carried.

Meeting adjourned at 9:45PM.

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

Matt Szytz
Recording Board Secretary

Signature on file

Keith Wold, President

Date

Signature on file

Scott M. Crowe, Secretary

Date