



**Hampshire Township Park District
Board of Commissioners
Meeting Minutes
December 16, 2019**

Call to Order:

At 6:30 p.m., President Looman called the meeting to order.

Commissioners Present: Nathan Looman, Jennifer Reid, Meagan Tiffany, Jamie Herrmann, Joe Majcher

Commissioners Absent:

Staff Present: Laura Schraw- Executive Director, Rosemary Kesse- Early Childhood Director, Michael Prill- Athletics Supervisor, Stephanie Barone- Recreation Supervisor, Toby Koth- Parks Supervisor

Commissioner Tiffany made a motion to approve the agenda. Seconded by Commissioner Herrmann
Motion passed 5 Ayes, 0 Nays, 0 Abstain.

Citizens to be Heard: None

Consent Agenda-

- A. Approval of November 25, 2019 Public Hearing Meeting Minutes
- B. Approval of November 25, 2019 Meeting Minutes
- C. Approval of December 2, 2019 Working Meeting Minutes
- D. Approval of October – November 2019 Transfer of Funds within Heartland Bank, from Money Market #219 to the checking account in the amount of \$200,000.00.
- E. Approval of December 2019 transfer of funds within Heartland Bank, from Money Market #9632 to the checking account in the amount of \$200,000.00.
- F. Approval of payables paid from November 26, 2019 to December 12, 2019 in the amount of \$67,544.50.

Commissioner Herrmann made a motion to approve the consent agenda items. Seconded by Commissioner Reid. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

Staff Reports: Staff reports were submitted electronically to Commissioners prior to meeting. President Looman asked if there was something planned at the site of tree lighting, Supervisor Barone responded that the entertainment fell through and that she is working with Allison (Musical Owl) to get a group of carolers. Commissioner Herrmann recommended that Supervisor Barone should reach out to the high school and see if the Musical Honor Society would be interested and in need of hours.

Commissioner and Staff Comments: None

New Business

A. Tuscany Woods Natural Area Contract Award- Executive Director Schraw presented the Board of Commissioners the bid requests. Commissioner Herrmann made a motion to approve the Tuscany Woods Natural Area to EnCap. Seconded by Commissioner Majcher. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

B. Impact Fee Request- Executive Director Schraw is requesting request Impact Fee funds held for the Park at Tuscany Woods from the Village of Hampshire by authorizing the Board President to sign and submit the attached letter to the Village for their meeting on December 19, 2019. Commissioner Herrmann made a motion to request Impact fees held by the Village. Seconded by Commissioner Tiffany. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

C. FY21 Budget Calendar- Executive Director Schraw presented the Board of Commissioner the FY21 Budget Calendar. There were no questions or comments.

D. Youth Education Program Fees- Executive Director Schraw presented to the Board of Commissioners the final proposal for tuition increase for daycare through June 2020. Commissioner Tiffany made a motion to approve the Youth Education Program Fees increase. Seconded by Commissioner Majcher. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

E. Raymond James Municipal Advisor Contract- Executive Director Schraw presented the updated contract for our financial advisor firm. Commissioner Reid made a motion to approve the Raymond James Municipal Advisor Contract. Seconded by Commissioner Herrmann. Motion passed 5 Ayes, 0 Nays, 0 Abstain.

Old Business- None

At 6:55 p.m. Commissioner Reid made a motion to move into Executive Session to review the Executive Session meeting minutes. Minutes are to be reviewed to determine if (a) the need for confidentiality still exists as to all or part of those minutes, or (b) if the minutes or portions thereof no longer require confidential treatment and are available for public inspection. The results of the review are to be reported in the open session of the Board of Commissioners. (5 ILCS 120/2.06). Seconded by Commissioner Herrmann. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.

At 7:10 pm Commissioner Herrmann made a motion to resume the regular meeting. Seconded by Commissioner Majcher. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.

Motions Resulting from Executive Session-

Commissioner Tiffany made a motion to release or not release the following executive session meeting minutes.

May 20, 2013-not to release

December 16, 2013-release

January 29, 2018 - release

February 1, 2018 - release

February 14, 2018 - release

December 17, 2018 - not to release

April 8, 2019 - not to release

March 18,2019 were released on 6/24/2019.

Seconded by Commissioner Herrmann. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.

Commissioner Herrmann made a motion to destroy any executive session meeting minute recordings of released minutes that are over 18 months old. Seconded by Commissioner Majcher. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.

Adjournment: At 7:13 p.m. Commissioner Majcher made a motion to adjourn the meeting. Seconded by Commissioner Tiffany. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.