



**Hampshire Township Park District
Board of Commissioners
Meeting Minutes
July 22, 2019**

Call to Order:

At 6:32 p.m., President Looman called the meeting to order.

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

Commissioners Absent:

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

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

Citizens to be Heard: None

Consent Agenda-

- A. Approval of the April 22, 2019 Executive Session Meeting Minutes
- B. Approval of June 24, 2019 Public Hearing Meeting Minutes
- C. Approval of June 24, 2019 Meeting Minutes
- D. Approval of the June 24, 2019 Executive Session Meeting Minutes
- E. Approval of the July 8, 2019 Meeting Minutes
- F. Approval of June 2019 Treasurer's Report
- G. Approval of May 31, 2019 Transfer of Funds within Heartland Bank, Money Market #219 in the amount of \$275,000.00.
- H. Approval of payables paid from June 21, 2019 to July 12, 2019 in the amount of \$172,757.98.

Commissioner Tiffany 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. Commissioners did not have any additional questions regarding Staff Reports. Supervisor Barone was hoping for a larger turnout for the Music Under the Oaks and suspects that the weather played a part in the attendance of the event. Commissioner Majcher commented that while the band was good, perhaps using a local band would draw more of a crowd or following.

Commissioner and Staff Comments: Commissioner Reid commended Supervisor Koth on how nice Seyller Park looked for the Flight for Life presentation. President Looman reported that the feedback from Cup in Hand has been positive and participants would like a Fall League. Executive Director Schraw reported to the Board that we did not receive the Riverboat Grant.

New Business

- A. Hampshire Ridge-** Executive Director Schraw provided the Board with an updated Memo regarding this development. Executive Director Schraw reported that she has is reaching out to Kane County and an additional park district that has a similar mobile home development. Executive Director Schraw reported to the Board that the next steps would be to write our letter of recommendation and send to the Village Plan Commission. Discussion was had amongst Commissioners and it was decided that the Board would like to request 100% of Impact/Transition fees for the proposed Hampshire Ridge development. Commissioner Herrman made a motion to deny the 25% of Impact/Transition fees and request 100%. Seconded by Commissioner Majcher. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.
- B. Comprehensive Plan-** Executive Director Schraw updated the Board with a timeline after meeting with the Consultant. The Consultant will be attending our August meeting to present their data and findings so far. President Looman inquired when the entire plan will be complete- Executive Director Schraw said this process should be complete by December or January 2020.
- C. Community Survey-** Executive Director Schraw updated the Board on the Community Survey proposals. Executive Director Schraw spoke to the proposals submitted by Pathways and NIU and gave her rationale on why the Park District is using Pathways. President Looman asked if Pathways would ask questions specifically geared toward Residents and Non Residents. The survey window should be open beginning September 9, 2019. This data will be used in the Comprehensive Plan.
- D. Veteran's Memorial – VFW Agreement Resolution #2019-08-** Executive Director Schraw updated the Board on the status of the Veteran's Memorial. The VFW will begin fundraising at Coon Creek to raise additional funds to enhance the Memorial. Commissioner Herrmann asked if this agreement should be amended to include who would be responsible for upkeep and maintenance. President Looman asked who would be liable for damage and vandalism. Executive Director Schraw said that she would check with the VFW to make sure it is covered on their insurance. Commissioner Herrmann made a motion to approve Resolution 2019-08 for the Veteran's Memorial. Seconded by Commissioner Tiffany. Motion passed with 5 Ayes, 0 Nays, 0 Abstract.
- E. Tuscany Woods Construction Update-** Executive Director Schraw updated the Board of Commissioners on this project. Concrete has been poured and the footings secured for the playground. Executive Director Schraw spoke to the Pipeline and will be requesting an In-Kind donation along the pipeline. Executive Director Schraw will be submitting this request through the pipeline. Executive Director Schraw has continued doing research and securing quotes for the Restrooms and Concession Stand. President Looman asked clarifying questions regarding the playground audit once the playground is completed.
- F. Purchasing Policy -** Executive Director Schraw presented to the Board the updated Purchasing Policy with information and changes requested by the Board. Commissioner Herrmann made a motion to approve the Purchasing Policy. Seconded by Commissioner Tiffany. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.
- G. Park Zone Request-** Executive Director Schraw presented a DRAFT letter to the Board that would be recommending Park Zones and reduced speed limits. Executive Director Schraw would like the Board's approval so that President Looman can submit this letter to the Village.

Commissioner Tiffany made a motion to send a Park Zone Request letter to the Village.
Seconded by Commissioner Majcher. Motion passed with Passed 5 Ayes, 0 Nays, 0 Abstain.

- H. Resolution #2019-09 Intergovernmental Agreement Amendment**-Executive Director Schraw updated the Board on the Amendment with the School District. Commissioner Reid made a motion to approve Resolution 2019-09, Intergovernmental Agreement Amendment. Seconded by Commissioner Herrman. Roll Call Vote:

Majcher- Aye

Reid-Aye

Tiffany-Aye

Herrmann-Aye

Looman-Aye

Motion passed with 5 Ayes, 0 Nays, 0 Abstain.

- I. Kane County Bike Sharing Program**- Executive Director Schraw updated the Board on the Bike Sharing Program. Executive Director Schraw would like more information on this program and would like the Board to approve the Memorandum of Understanding so that the Park District can learn more about the program and view the RFP and ask questions during the early planning stages of this program. Commissioner Majcher made a motion to approve the Memorandum of Understanding for the Kane County Bike Sharing Program. Seconded by Commissioner Reid. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.

Old Business- None

At 7:41 p.m. Commissioner Herrmann made a motion to go into Executive Session to discuss: The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. (5 ILCS 120/2 from Ch. 102 par. 42 c.1.)

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

At 8:25 p.m. Commissioner Herrmann made a motion to resume the regular meeting. Seconded by Commissioner Tiffany. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.

Adjournment: At 8:27 p.m. Commissioner Reid made a motion to adjourn the meeting. Seconded by Commissioner Tiffany. Motion passed with 5 Ayes, 0 Nays, 0 Abstain.