

HUNTLEY PARK DISTRICT
Regular Board Meeting
December 20, 2023

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, Jerry Nepermann, Bill Awe, and Jim Blasky. Commissioners absent: None. Staff present were Scott Crowe, Wesley Peete, Joe Patterson, Matt Szytz, Rick Walrath, and Julie Wons

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

Voice Vote: All ayes. Motion carried.

A motion to recess the Regular Board Meeting was made by Commissioner Awe and seconded by Commissioner Kellas.

Voice Vote: All ayes. Motion carried.

A motion to open the Budget Hearing was made by Commissioner Nepermann and seconded by Commissioner Awe.

Voice Vote: All ayes. Motion carried.

President read aloud: "At this time, we will now open the Budget Hearing. If there are any members of the public that have comments, the floor is now open." No members of the public were present.

A motion to close the Budget Hearing was made by Commissioner Awe and seconded by Commissioner Blasky.

Voice Vote: All ayes. Motion carried.

A motion to reconvene the Regular Board Meeting was made by Commissioner Awe and seconded by Commissioner Blasky.

Voice Vote: All ayes. Motion carried.

Public Comment: No members of the public were present.

A motion to approve the Regular Board Meeting minutes from November 15, 2023 and Board Workshop Minutes from December 6, 2023, was made by Commissioner Nepermann and seconded by Commissioner Blasky.

All ayes. Motion carried.

The Treasurer's and Financial Reports were reviewed. Director Wons presented the Treasurer's Report and Financial reports.

Director Wons submitted bills, additions, and purchase cards totaling **\$310,126.31**. A motion to approve the submitted bills as listed was made by Commissioner Kellas and seconded by Commissioner Nepermann.

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

Staff Reports

The following Department Reports were reviewed:

1. **Finance, HR/Risk:** Director Wons reviewed the Finance Department report and the HR/Risk Report is provided.
2. **Parks:** Director Peete reviewed the Parks and Facilities Department report.
3. **Recreation:** Director Patterson reviewed the Recreation Department report.
4. **Marketing:** Director Szytz reviewed the Marketing and Communications Department report.
5. **Golf:** General Manager Walrath reviewed the Golf Department report.

Executive Director Report

The Executive Director Report was reviewed.

New Business

Approve 2024 Budget

Motion to approve the Fiscal Year 2024 Budget including operational expenses, capital expenses, and full-time employee increases of 4% was made by Commissioner Kellas seconded by Commissioner Nepermann.

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

Approve 2024-2026 Capital Replacement Plan

Motion to approve *the 2024-2026 Capital Replacement Plan* was made by Commissioner Awe seconded by Commissioner Kellas.

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

Approve 2024 Budget and Appropriation Ordinance

Motion to approve the 2024 Budget and Appropriation Ordinance was made by Commissioner Awe seconded by Commissioner Blasky.

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

Approve 2023 Transfer of Appropriation Ordinance

Motion to approve the 2023 Transfer of Appropriation Ordinance was made by Commissioner Nepermann seconded by Commissioner Blasky.

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

Approve Referee Bid

Motion to approve Rack Officials, Inc. as the most responsible bidder for referee services for 2024 with the option to renew for up to two additional years was made by Commissioner Awe seconded by Commissioner Blasky.

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

Approve Part-Time and Seasonal Wage Scale and Job Titles

Motion to approve the 2024 Part-Time and Seasonal Wage Scale and Job Titles was made by Commissioner Nepermann seconded by Commissioner Kellas.

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

Presentation of 2023 Service Goals and Objectives

No action necessary

Approve 2024 Strategic Goals and Initiatives

Motion to approve the 2024 Strategic Initiatives and Goals was made by Commissioner Kellas seconded by Commissioner Awe.

Voice Vote: All ayes. Motion carried.

Approve Purchase of Case SkidSteer

Motion to approve the purchase of a Case SkidSteer SV280B through the Sourcewell Cooperative Purchase program, Contract #032119, for an amount not to exceed \$49,171, including the trade-in value of Case 430 SkidSteer was made by Commissioner Nepermann seconded by Commissioner Blasky.

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

Approve HR and Payroll Software Provider

Motion to approve Paylocity as the new HRIS and Payroll software provider with anticipated annual expenses in excess of \$30,000 was made by Commissioner Kellas seconded by Commissioner Blasky.

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

Annual Meeting

Motion to nominate Commissioner Wold to serve as Park Board President for 2024 was made by Commissioner Kellas and seconded by Commissioner Awe. No other nominations were made.

Roll Call: Wold - All. Motion carried

Motion to nominate Commissioner Kellas to serve as Park Board Vice President for 2024 was made by Commissioner Awe and seconded by Commissioner Blasky. No other nominations were made.

Roll Call: Kellas - All. Motion carried

Motion to nominate Commissioner Nepermann to serve as Park Board Treasurer for 2024 was made by Commissioner Kellas and seconded by Commissioner Blasky. No other nominations were made.

Roll Call: Nepermann - All. Motion carried

Motion to select the following slate of appointees to positions was made by Commissioner Kellas and seconded by Commissioner Awe.

Deputy Treasurer: Julie Wons
Secretary: Scott Crowe
Deputy Secretary: Matt Szytz
Legal Counsel: Adam Simon of the law firm Ancel Glink
Huntley Park Foundation Liaison: Keith Wold

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

Motion to appoint the following Board Members to Committees was made by Commissioner Kellas and seconded by Commissioner Nepermann:

Finance Committee: Chair: Commissioner Kellas and Commissioner Blasky
HR/Risk Committee: Chair: Commissioner Wold and Commissioner Awe
Parks & Fac. Committee: Chair: Commissioner Nepermann and Commissioner Blasky
Recreation Committee: Chair: Commissioner Awe and Commissioner Wold
Marketing Committee: Chair: Commissioner Blasky and Commissioner Nepermann
DEI Committee: Chair: Commissioner Kellas and Commissioner Wold

Voice Vote: All ayes. Motion carried.

Motion to enter into Executive Session at 9:36p under the Open Meetings Act Section c(1) was made by Commissioner Awe and seconded by Commissioner Nepermann.

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

Motion to adjourn Executive Session Meeting at 9:55p was made by Commissioner Kellas and seconded by Commissioner Blasky.

Voice Vote: All ayes. Motion carried.

Motion to approve a salary increase of the Executive Director by \$5,470 which is a 4% increase over their current salary was made by Commissioner Kellas and seconded by Commissioner Blasky.

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

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

Voice Vote: All ayes. Motion carried.

Meeting adjourned at 9:56 PM.

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

Matt Szytz
Board Recording Secretary

Signature on file

Scott M. Crowe, Secretary Date