

Agenda

Regular South Barrington Park District Board Meeting

I. Call to Order/Roll Call

The Board of Commissioners of the South Barrington Park District met in a regular meeting on January 24, 2024. The meeting was at 3 Tennis Club Lane at the South Barrington Park District. Commissioner Perisin called the meeting to order at 7:06pm and directed the Executive Director to call the roll. Upon roll being called, Commissioner Perisin, the President and the following Park Commissioners were physically present at said location: Kyle Beard, Shazia Khan and Alpna Yousfi. The following commissioners were not present and did not participate: None

Also, present was Jay Morgan, Executive Director, Legal Counsel, Scott Puma, Ancel Glink and Kurt Kopp, Club Manager and Director of Racket Sports.

II. Approval of the Agenda

Commissioner Beard moved and duly seconded by Commissioner Khan to approve the agenda as presented.

Ayes: 4

Nays: 0

III. Approval of Board Minutes

a. Commissioner Beard moved and duly seconded by Commissioner Khan to approve the December 13, 2023; Regular Board Meeting Minutes as presented.

Ayes: 4

Nays: 0

IV. Topics From the Floor

a. None

V. Introduction of Citizens and Guests

There were two Citizens in the audience. Mike Lombardi asked several questions about the upcoming auction of Area N getting clarification the tax status of the property to any buyer. President Perisin stated that a covenant will be attached to the land requiring any buyer to pay property taxes.

VI. Finance Report

a. Warrant #1 Operating Acct. EFT's December 31, 2023, in the amount of \$76,269.85.

b. Warrant #2 Imprest Acct. December 31, 2023, in the amount of \$400.00.

c. Warrant #3 Operating Acct. December 6, 2023, in the amount of \$14,759.36.

d. Warrant #4 Operating Acct. December 13, 2023, in the amount of \$139,073.59.

e. Warrant #5 Operating Acct. December 27, 2023, in the amount of \$22,039.54.

f. Warrant #6 Operating Acct. January 10, 2024, in the amount of \$17,321.32.

Commissioner Beaird moved and duly seconded by Commissioner Yousfi to approve Warrants #1, 2, 3,4, 5 and 6.

Upon roll call the following commissioners responded:

AYES: Khan, Yousfi, Beaird and Perisin

NAYS: None

g. Bi-Weekly Payroll #1, November 22, 2023-December 5, 2023

Paid December 13, 2023, in the amount of \$104,542.08

h. Bi-Weekly Payroll #2, December 6, 2023-December 19, 2023

Paid December 27, 2023, in the amount of \$95,375.76

i. Bi-Weekly Payroll #3, December 20, 2023-January 2, 2024

Paid January 10, 2024, in the amount of 86,883.84

Commissioner Beaird moved and duly seconded by Commissioner Khan to approve Payrolls #1,2 & 3.

Upon roll call the following commissioners responded:

AYES: Khan, Yousfi, Beaird and Perisin

NAYS: None

j. Schedule of BMO Bank Balances

Director Morgan shared that bank balances are as expected.

k. P & L Results for the 12 months ended December 31, 2023

The year end review will be conducted at the finance meeting planned for early February to discuss the 2024 budget.

VII. Department Reports

- a. Staff Meeting Minutes- No oral Reports were given and no comments were made regarding the staff meeting minutes.
- b. Recreation Department Report – No Discussion
- c. Club Report – No oral Report

VIII. Executive Directors Report

a) Area N – Auction Update

I received calls from two individuals inquiring about the auction and the property. We are managing our website daily with documents on the sale of Area N with a revised Terms of Sale Agreement posted today.

b) Fact Five Friday

Our Fact Five Friday has been successful in responding to questions and concerns by residents regarding the upcoming auction. The number of questions seems to be slowing as we only have one question being addressed in today's edition. Please continue to forward any comments or questions you see on social media so they can be addressed next week.

c) Water Main Break

We experienced a water main break between our indoor tennis building and the Community Center in mid December. The company we had repair the break installed a patch on the 4-inch pipe only to have a second break surface after the repair. The second break was repaired, however the power to the sign was hit during the process. I am happy to report that everything is now functional, and the repair is holding. I filed a claim with our insurance company, and I hope this repair will be covered. We have a \$10,000 deductible; however, the final cost of the repairs will likely be between \$20,000 to 25,000.

d) Student Letters – RE: Park Improvements

I was forwarded several letters from 6-8th grade students who have been working with local leaders to learn more about local government. Those letters were meant to address community issues the students felt were important for local officials to address. The majority of the concerns were directed toward improving our parks including the tennis courts at both parks, lighting for tennis courts, upgrading our playgrounds and having boating at our ponds.

e) Website Updates for Agendas, Minutes and Notices

As you know, the December meeting agenda was not easily or readily available online prior to the board meeting as it should have been. After researching what happened, we determined that the agenda was posted in the December 2022 folder not the 2023 file. As a result, we have revamped the website to prevent this from happening in the future and making agendas and minutes much easier for citizens to locate. In addition, I and several other staff will be confirming the agenda is correctly posted 48 hours prior to our meeting.

f) Holiday Party

This year's holiday party was held at Rosati's and was a wonderful event with a great turnout from our staff and commissioners! Thank you to the board for supporting this annual event!

g) Email Security Issues

Since the first of the year, we have experienced issues with emails being bounced back and not having knowledge of this for days from the sending date. Our IT company has determined that Yahoo, SBC Global and others changed their security protocols, and it has affected some of those users from receiving our emails. In the past week, our IT firm has put a work around in place that has corrected the problem.

h) Budget 2024

A summary of the 2024 Budget is included in the January board packet for your review. Finance Director McCabe has prepared a draft of the 2024 Budget Ordinance, and it is available for public review at the park district offices. The summary book with the cliff notes and jump drive with the full detail will be available by the end of the month. I would like to schedule a finance committee meeting to review the budget and answer any questions the board may have regarding the 2024 Budget and Budget Ordinance.

i) Fund Balance and Investment Policy

We have been operating on a fund balance policy created by George Ogorek, our financial consultant, for many years. We do not have a formal written policy on what these balances should be and I think it would be a good practice to formalize that policy. I would like to discuss creating a policy to be adopted at the February or March meeting. that will establish a minimum cash reserve and capital reserve. Those minimum amounts will likely be higher than our current cash balances, so we will be working to fully fund those balances in the future.

j) Regency President Meeting – Re: Area C Improvements

I received an email from the president of the Regency at the Woods homeowner's association regarding our plans for developing Area C into cricket fields. Their biggest concern is parking and access to the site. They would prefer access only be granted from the south or Arboretum side and not from Bridges Drive. All other concerns they think could be resolved. I attended a video conference with Barb Otte and Jason, the Woods Manager, and we discussed their concerns. I mentioned in our meeting, there are no firm plans for parking on the site, just preliminary draft options. Before any firm plans are considered, I will keep the Regency in the loop. I have included her letter for your review.

k) Legislative Breakfast February 24, 2024

Schaumburg Park is hosting a legislative breakfast at Chandlers, Schaumburg Golf Club on February 24th at 8am. All local legislators have been invited to attend. Please let me know if you are interested in attending. The RSVP is February 9th.

l) Aquatic Staff

As you know, hiring aquatic staff has been a challenge over the past few years. I am pleased to report that we have finally been able to fill the assistant aquatic director position with a very qualified person. She is currently working for us part-time but is a full-time director at another location. This key person will be able to help us grow the programing in the department as well as attract additional staff. Stacy will be starting in March 2024.

IX. Old Business

- a. None

X. New Business

XI. Presidents and Commissioners Comments

- a. Commissioner Perisin shared his with the board and attendees that he is in a battle with cancer and has undergone surgery and is now undergoing 4 months of chemotherapy. Due to the side effects of the chemotherapy, his attendance at the next 3-4 board meetings may be impossible due to his physical condition. He stated that he will be at every meeting if physically able. If he is unable to physically attend, he may be able to attend virtually.

XII. Executive Session

- a. At 7:48 pm, Commissioner Beard moved and duly seconded by Commissioner Yousfi to go into executive session for the purpose of discussing filling vacancy on the board.

Upon roll call the following commissioners responded:

AYES: Khan, Yousfi, Beard and Perisin
NAYS: None

XIII. Action to be taken form Closed Session

- a. After a brief discussion, Commissioner Beard moved and duly seconded by Commissioner Yousfi to appoint John Kazmier as commissioner to fill the vacancy

of Shely Elias. John Kazmier has 18 years of experience as a park district board member and is very familiar with the current issues facing the park district. He is the most qualified of the individuals discussed to temporarily fill the empty seat.

Upon roll call the following commissioner responded:

AYES: Khan, Yousfi, Beaird and Perisin

NAYS: None

XIV. Adjournment

At 8:20 p.m. Commissioner Yousfi moved and duly seconded by Commissioner Khan to adjourn.

Upon roll call the following commissioners responded:

AYES: Khan, Yousfi, Beaird and Perisin

NAYS: None