

Minutes of the Regular Meeting of the
Board of Commissioners of the Zion Park District
Lake County, Illinois held at the Leisure Center
In said District at 7:00 p.m.
On the 20th Day of October, 2016

The meeting was called to order at 7:00pm. President Hartmann and the following commissioners were present: Pye, Brown, and Magiera. Also present for the meeting were: Executive Director Krieger, Superintendent of Administrative Services Bradley, Superintendent of Recreation Petersen, Superintendent of Parks Pushee, Manager of Golf Operations Parkes, Senior Coordinator Zaleski, Personnel & Finance Specialist Isaacs and Mike Clark.

Commissioner Magiera, seconded by Commissioner Pye, made a motion to approve the minutes as presented of the Regular meeting held on September 15, 2016 and the minutes of the Personnel and Finance Sub-committee meeting also held on September 15, 2016.

Upon a roll call, Commissioners Pye, Brown, Magiera, and President Hartmann voted aye.
President Hartmann declared the motion carried.

Guests in attendance included Terry Isaacs, David Ferment, and the District's auditor Abdullah Kahn. Mr. Ferment expressed that he was a resident in the Stonebridge Crossing neighborhood and wanted to familiarize himself with the Park Board.

A revision was made to the agenda to remove the executive session and to move the audit presentation and approval prior to the Director's report.

Commissioner Magiera commented that the Kaboom! project at Hermon Park was fabulous and great to see. President Hartmann concurred that it was a great project and thanked everyone for their effort.

There were no reports from the District's attorneys.

The District's finances were presented by Assistant Treasurer Bradley during the Personnel and Finance sub-committee meeting that was held immediately prior to the board meeting. A motion was made by Commissioner Brown, seconded by Commissioner Magiera, to approve and pay the bills dated September 30, 2016 as listed in the amount of \$128,839.20.

Upon a roll call, Commissioners Pye, Brown, Magiera, and President Hartmann voted aye.
President Hartmann declared the motion carried.

Abdullah Kahn from the District's audit firm, Knutte & Associates, reviewed with the Board the District's FY 2015-2016 audit report. Mr. Kahn explained the various tests and other aspects involved in the audit process. He mentioned some potential operational and reporting changes to be implemented, discussed financial results, and praised the District for the financial progress it made over the past year.

A motion was made by Commissioner Magiera, seconded by Commissioner Pye, to approve the Park District's audit report for fiscal year-end 04/30/16.

Upon a roll call, Commissioners Brown, Magiera, Pye and President Hartmann voted aye.

President Hartmann declared the motion carried.

A written report by Director Krieger highlighting the month's activities was submitted to the Board prior to the meeting. During the meeting, Director Krieger commented on the following topics described in her report: PDRMA health insurance plan, Legal Symposium and IAPD state conference. Director Krieger was pleased to announce that PDRMA did not increase the District's health insurance premium costs. However in FY 2017-2018, overall health insurance expenditures will increase slightly, approximately two percent, due to changes in staffing and their elected coverage. Director Krieger and two other district staff members will be attending the IAPD Legal Symposium in November. Commissioners are welcome to attend the all-day symposium, but the information will also be available at the state conference. Director Krieger encouraged all commissioners to attend the IAPD state conference in Chicago and can assist them with registration.

Director Krieger presented to the Board a three year contract from the District's current auditor, Knutte & Associates, to conduct the District's audit and prepare its Comprehensive Annual Financial Report (CAFR) for fiscal years ending 04/30/17, 04/30/18 and 04/30/19. The contract represents a three year total price decrease of \$6,600 versus the prior contract. A motion was made by Commissioner Magiera, seconded by Commissioner Pye, to accept the audit engagement contract from Knutte & Associates.

Upon a roll call, Commissioners Brown, Magiera, Pye and President Hartmann voted aye.

President Hartmann declared the motion carried

Manager of Golf Operations Parkes elaborated on information in the board packet pertaining to his proposal of purchasing a golf simulator. He explained his revenue projections and return on investment analysis. A motion was made by Commissioner Pye, seconded by Commissioner Magiera, to approve the purchase of a golf simulator for Shepherd's Crook golf course.

Upon a roll call, Commissioners Pye, Brown, Magiera, and President Hartmann voted aye.

President Hartmann declared the motion carried.

Manager of Golf Operations Parkes next explained a dynamic pricing proposal with Golf Now. The one year arrangement is a partnership in which Golf Now will help manage the District's golf operations' tee sheets to modify pricing to capture unutilized capacity rounds. A motion was made by Commissioner Pye, seconded by Commissioner Brown, to approve the one year dynamic pricing contract with Golf Now.

Upon a roll call, Commissioners Pye, Brown, Magiera, and President Hartmann voted aye.

President Hartmann declared the motion carried.

Director Krieger presented a schedule of dates and times of the District's Budget Review Sessions for fiscal year 2017-2018. Commissioner Magiera, seconded by Commissioner Pye, made a motion to approve the Budget Sessions schedule for fiscal year 2017-2018.

Upon a roll call, Commissioners Brown, Magiera, Pye and President Hartmann voted aye.

President Hartmann declared the motion carried.

Director Krieger presented and explained the Illinois Association of Park Districts Credential Certification. President Hartmann volunteered to be the delegate for the District with Commissioner Pye as the first alternate, Commissioner Magiera as the second alternate, and Director Krieger as the third alternate. Commissioner Pye, seconded by Commissioner Brown, made a motion to approve the above mentioned delegates for the IAPD Credential Certification.

Upon a roll call, Commissioners Brown, Magiera, Pye and President Hartmann voted aye.

President Hartmann declared the motion carried

Superintendent of Administrative Services Bradley explained the preliminary financing model for the District's 2016 bond issuance that will be held in December. The District is expecting to issue \$718,480 of General Obligation Limited Tax Park Bonds. There will be an A and B series. Series A is expected to have a par value of \$357,220 and will be purchased as an investment by the District's IMRF fund. Series B is expected to have a par value of \$361,260 and will be competitively sold to external investors. Both series will be tax exempt and are projected to have an interest rate of 2.25%, or less, over a two year period.

A motion to adjourn was made by Commissioner Brown, seconded by Commissioner Pye.

Upon a roll call, Commissioners Pye, Brown, Magiera, and President Hartmann voted aye.

President Hartmann declared the motion carried

The meeting adjourned at 8:04 p.m.

Eric Bradley, Assistant Secretary