

BARRINGTON HILLS PARK DISTRICT
P.O. Box 1393 - Barrington, IL 60011
Board of Commissioner
Park Board Meeting Minutes for September 11, 2017

Dennis Kelly called meeting to order at 7:05 p.m.

Commissioners present:

Dennis Kelly, Maureen Crump, Steven Allen, Jessica Underwood

Absent: John Rosene

Staff present: Kim Keper, Rosemary Nero

Recognition of Visitors: None

Motions:

Motion to approve the minutes of the August 2017 Board Meeting was made by Maureen Crump and seconded by Jessica Underwood.

4 ayes 0 nays 1 absent

Motion to approve the August 2017 Treasurer's Report was made by Maureen Crump and seconded by Jessica Underwood.

4 ayes 0 nays 1 absent

Motion to approve the cooperative rental agreement with rental notes added to page 13 of the rental form was made by Dennis Kelly and seconded by Steven Allen.

4 ayes 0 nays 1 absent

Motion to authorize the trainer application of Kenny Dierks was made by Dennis Kelly and seconded by Steven Allen.

4 ayes 0 nays 1 absent

Motion to increase the participant fee to \$20.00 for the In-District and Out-of-District rental rates to \$20.00 to becomes effective January 1, 2018 while all other rates stay the same was made by Steven Allen and seconded by Dennis Kelly.

3 ayes 1 nays 1 absent

Motion to invoice Pony Club for their tractor/equipment use in 2016 for \$1,000.00 and count and bring in the shavings bags kept next to the storage shed was made by Dennis Kelly and seconded by Steven Allen.

4 ayes 0 nays 1 absent

Motion to adjourn at 8:35 p.m. was made by Steven Allen and seconded by Jessica Underwood.

4 ayes 0 nays 1 absent

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Commissioners' Discussion

The Park Board reviewed, discussed and approved the minutes and the treasurer report.

Richard Rosenbaum from Rosetree & Company Ltd. presented the audit for year ending December 31, 2016.

Richard reviewed the audit with the Commissioners and explained that the Park District operates on a cash basis, that our fund balances were reasonable, no discrepancies were found.

Dennis Kelly reported on the completion of resurfacing the tennis courts. Landscaping work needs to be completed and extra charges for watering may be incurred depending on weather conditions. The resurfacing contractor will be notified of possible damage to the septic field and a damage deposit held until further investigation. Barrington High School installed bleachers for viewing. Mary Beth Bowman received a grant for \$2,500.00 to paint children's boundary lines on the courts. It was reported that wind screens closest to Lake Cook Road and new tennis nets are not needed at this time.

Developing a code of conduct for the Advisory Committee was discussed.

Steven Allen reported on the September Advisory Committee Meeting:

- The AC had no objections to tearing down the viewing stand and small shed next to the outdoor arena on the north side.
- Gigi will follow up with the swale work in the stadium field schedule to be done this fall by Sinnett Excavating.
- Installing fans in the indoor arena was suggested by a Pony Club representative.
- The AC approved the two 2018 rental requests as presented by the RCBH.
- Stalls #2 and 3 need adjusting
- The AC had no opinion on whether the Lightening Alarm system should be taken down or not.

Jessica Underwood will attend the October Advisory Committee meeting.

Future planning and construction of a new construction ditch jump in the stadium field will be overseen by Dennis Kelly and Maureen Crump.

Jessica Underwood requested the Board consider removing the lightening protection system. She reports there are instances of horses being frightened by the loud alarm blasts. There was concern whether a precedence of having a lightening alarm system for many years would present a liability issue if the lightening alarm system was removed.

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Dennis Kelly will contact the Forest Preserve District of Cook County to set up a meeting between the FPD and the Park Board to discuss future bike and hiking trails in the Spring Creek Forest Preserve.

Jessica Underwood proposed the Park District build and maintain a butterfly garden at Countryside School. A suggestion was made to build the garden at the Riding Center instead.

The Out-of-District and In-District rental fees were reviewed and the Park Board agreed that the rental rates will not be increased at this time. The Commissioners also reviewed the Participant Fee, which is a charge for each event participant, to be applied and added to the grand total of the rental fee. Participant fees are only applicable for those events that generate income for the renting club or organization. The Commissioners agreed to raise the Participant Fee to \$20.00 effective January 1, 2018.

The Cooperative rental agreement was reviewed and additional rental instructions were added to Page 13 of the rental agreement.

The Board discussed the continuing issue of the FRVPC's lack of keeping a log for using the Park District's tractors and other pieces of equipment. Payment for the use of the tractors/equipment has not been received for 2016 or 2017. The staff was instructed to invoice the Pony Club \$1,000.00 for the 2016 equipment rental. The staff was also instructed to count the number of shavings bags left over from the Pony Club's Horse Trial event and the bags will be brought inside the main barn.

The FRVPC Tractor Agreement with the BHPD is currently being revised and will list the equipment that can be used along with the new annual flat rate of \$1,000.00 due by December 31st for the upcoming year. Once the Equipment/Tractor Use Agreement is adopted, the changes will go into effect immediately. If approved by all parties, this Tractor/Equipment Use Agreement will become part of the Partnership Agreement Between the BHPD and the FRVPC.

A suggestion to consider a major renovation of the outdoor riding arena will be for future consideration when the budget allows.

There was discussion about the use and placement of the two storage houses, it was noted that the roofs could be shingled instead of painted.

Two RCBH 2018 rental requests will be reviewed by the Park Board in October.

The FRVPC rental request for October 15, 2017 is approved pending the Pony Club's agreement to pay participant fees.

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Next month the Board will address having the storage/tractor shed cleaned out and organized. Rosemary will research the cost of various size fire safety cabinets.

Respectfully Submitted,
Jessica Underwood