

BARRINGTON HILLS PARK DISTRICT
P.O. Box 1393 - Barrington, IL 60011
Board of Commissioner
Park Board Meeting Minutes for October 9, 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: Ginger Underwood, Jeryl Olson, Gigi Iacovelli

Motions:

Motion to approve the minutes of the September 11, 2017 Board Meeting was made by Jessica Underwood and seconded by Steven Allen.

4 ayes 0 nays 1 absent

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

4 ayes 0 nays 1 absent

Motion to approve Phase Two of the swale work to include a 28' culvert, 3 feet in diameter, topped with gravel and limestone screenings, the work not to exceed \$6,000.00 was made by Steven Allen and seconded by Maureen Crump.

4 ayes 0 nays 1 absent

Motion to approve the Tractor Agreement with the FRVPC as revised by the District's lawyer was made by Maureen Crump and seconded by Steven Allen.

4 ayes 0 nays 1 absent

Motion to approve the Steve Kutie clinic held by the Riding Club on June 1-2, 2018 was made Jessica Underwood and seconded by Steven Allen.

4 ayes 0 nays 1 absent

Motion to approve the Steve Kutie clinic held by the Riding Club on Oct. 19-21, 2018 was made by Denis Kelly and seconded by Maureen Crump.

4 ayes 0 nays 1 absent

Motion to adjourn at 8:20 p.m. was made by Dennis Kelly and seconded by Jessica Underwood.

4 ayes 0 nays 1 absent

Commissioners' Discussion

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

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Ginger Underwood thanked the Board for sponsoring the Ignite the Night event, she stated the fundraising event for Citizens for Conservation, which in part benefits the Spring Creek Forest Preserve in Barrington Hills, was successful with over 500 attendees.

Steven Allen reported that the swale work performed by Sinnett Excavating was completed as per their proposal. Sinnett advised the District to install a culvert where horses and trailers can cross the swale. Steven Allen presented the proposal from Sinnett Excavating for the culvert work. The proposal was approved by the Board. The surrounding area of the swale will be graded and reseeded by Octavio. The area to be re-seeded will be flagged off so riders and people do not walk across the seeded area.

Resident, Jeryl Olson, and Advisory Committee representative for the Riding Club, commented on the participant fee, voicing her concern about the \$5.00 increase. She questioned what the increase was for and how the money would be allocated. The Board stated it was for increased maintenance costs. Ms. Olson would like an accounting of how much money the District received in participant fees in 2016 - 2017. Ms. Olson also questioned who would be charged the participant fee? The Board stated it was primarily for mounted riders. However, when there are special event circumstances, unmounted riders may be charged. Ms. Olson requested the rental agreement state that only "mounted riders" be charged.

The District is still waiting to hear from the Barrington School District about any issues with the septic field at Countryside School after completing work on the tennis courts.

The District will stay under the levy limit when applying for the District's Truth in Taxation property tax levy, just as the District has in the past.

Park District Volunteers and new legal requirement for background checks will be reviewed with the District's counsel to see if the new requirements will effect the Advisory Committee members or the horse trainers and tennis pros.

The tractor agreement with the Pony Club was reviewed and a vote was taken to accept the new document and present it to the Pony Club for their response.

Dennis Kelly will talk with the Forest Preserves of Cook County and Riding Club to organize and convene a meeting at the beginning of 2018 regarding walking/biking/horseback trails in the Spring Creek Forest Preserve.

Jessica Underwood will look into choosing and purchasing new trees for the Riding Center grounds.

The policy for allowing only staff members to handle the administrative paperwork for work performed by subcontractors was reiterated for the Board.

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The tree limbs along the outdoor arena facing the barn side need to be trimmed. Also, the Hunt House drive-way shrubs on the south side of the driveway should be trimmed back to make it easy to see traffic when entering onto the road.

The District will post 5 signs stating, "Helmets are required."

People have questioned the quality and number of fences kept in the stadium field as part of the FRVPC Cooperative Agreement. The District will review the Pony Club's agreement with the District at the November Board meeting.

There was discussion that the rental agreements are inconsistent for different renting organizations. The agreements will be reviewed at the November meeting.

The winter schedule was approved.

Two Riding Club clinics with Steve Kutie, one on June 1-2, 2018 and October 19-21 both clinics were reviewed and approved.

Dennis Kelly reported that the large John Deere Tractor should be sold and a smaller replacement tractor purchased instead.

Jessica Underwood asked the Board to consider a means to water the round pen area as the sand gets very dusty during dry weather. There is a water hydrant on the east side of the meeting room and one near the front dumpster where a hose could be extended to the round pen.

Should tennis pros who teach at the Countryside School tennis courts be required to register with the BHPD? This question will be reviewed at the November Board meeting.

The rental agreements were reviewed, and changes were discussed. Revisions to the rental agreement will be reviewed at the November meeting. The following changes were discussed:

- Participants are charged only – not auditors or spectators, the definition of "participant" needs to be determined
- Request for staff assistance before, during and after events should be directed to the office phone only
- All garbage must be secured and brought to designated area

Respectfully Submitted,
Jessica Underwood