MINUTES OF THE REGULAR MEETING OF THE BOARD OF PARK
COMMISSIONERS OF THE CARY PARK DISTRICT, CARY, ILLINOIS, HELD IN
THE COMMUNITY CENTER, 255 BRIARGATE ROAD, CARY, IL
NOVEMBER 20, 2014

I. CALL TO ORDER

President Renner called the meeting to order at 7:00 PM.

II. ROLL CALL

Upon roll call the following Commissioners answered present: Mr. Harvey, Mr. Stanko, Mr. Emma, Mr. Krueger, and Mr. Renner.

Guest

Dan Forbes, Speer Financial

Staff

Staff present: Dan Jones, Executive Director; Connie Nesler, Assistant Director of Finance and Personnel; Katie Hughes, Director of Communications and Marketing; Ben Rea, Superintendent of Park Maintenance; Sara Kelly, Superintendent of Recreation; and Christine Cannon, Recording Secretary.

III. PLEDGE OF ALLEGIANCE TO THE FLAG

The Pledge of Allegiance to the Flag was recited.

IV. MATTERS FROM THE PUBLIC

None.

V. ITEMS FROM COMMISSIONERS

None.

VI. CONSENT AGENDA

President Renner asked if any items were to be removed from the Consent Agenda.

No items were requested for removal.

dated October 31, 2014; Approval – Job Description for Executive Director. Second by Harvey.

Voice vote: Yes – 5-0. No - None. Motion carried.

VII. BUSINESS ITEMS

VII.A. Any Items Removed From Consent Agenda

None.

VII.B. Action Items

VII.B.1. Consider O-2014-15-05, An Ordinance providing for the issue of General Obligation Limited Tax Park Refunding Bonds, Series 2014, of the District, to provide the revenue source for outstanding bonds of the District and for the payment of the expenses incident thereto, and providing for the levy of a direct annual tax to pay the principal and interest on said bonds.

Mr. Dan Forbes of Speer Financial detailed the competitive bid process for the Park District to sell its annual rollover bond. Three bids were received. Park Ridge Community Bank was the lowest responsible bidder and they were recommended for acceptance by Speer. Forbes also commented on the low interest rate bid again this year which is a testament to the solid view of the Park District in financial circles.

Stanko moved to accept the bid from Park Ridge Community Bank for the Cary Park District’s General Obligation Limited Tax Park Bonds, Series 2014 as presented. Second by Harvey.

Roll call vote: Yes – Stanko, Krueger, Emma, Harvey, Renner. No – None. Motion carried.

Emma moved to approve O-2014-15-05, An ordinance providing for the issue of General Obligation Limited Tax Park Refunding Bonds, Series 2014, of the District, to provide the revenue source for outstanding bonds of the District and for the payment of the expenses incident thereto, and providing for the levy of a direct annual tax to pay the principal and interest on said bonds. Second by Krueger.

Roll call vote: Yes – Krueger, Emma, Harvey, Stanko, Renner. No – None. Motion carried.


Jones explained that this is an annual consideration for a delegate to the IAPD annual meeting which takes place at the conference in January.
Harvey moved to approve the 2015 IAPD Credentials Certificate and the designation of delegates as follows: Delegate – Executive Director Jones; 1st Alternate – Stanko; 2nd Alternate – Renner; 3rd Alternate – Emma. Second by Stanko.

Voice vote: Yes – 5-0. No - None. Motion carried.


The Park Rules and Regulations has undergone a five year review and the revision has now been finalized. Most of the discussion on this document took place during the Committee meeting. Jim Rock of Ancel, Glink has reviewed the final document.


Voice vote: Yes – 5-0. No - None. Motion carried.


Jones explained the necessity for the Board to approve an annual Levy Ordinance to request property taxes to be collected for park and recreation purposes. The District’s levy proposes an increase over the prior year’s tax extension by 4.9999%. The District has complied with all legal requirements to pass the annual Levy Ordinance.


Roll call vote: Yes – Emma, Harvey, Stanko, Krueger, Renner. No – None. Motion carried.


Jones explained that the alternate revenue to fund the debt service for these bond issues will be provided by the net proceeds of the General Obligation Park Bond (Limited) Issue Series 2014, the Corporate Fund, and Foxford Hills Golf Club Fund proceeds as such the Board annually abates the designated levy for these debt obligations.

Harvey moved to approve Abatement Ordinances O-2014-15-07, An Ordinance abating the tax hereto levied for the year 2014 to pay debt service on General Obligation Park Bonds (Alternate Revenue Source), Series 2005, of the District and O-2014-15-08, An Ordinance abating the tax hereto levied for the year 2014 to pay the principal of and
interest on General Obligation Park Bonds (Alternate Revenue Source), Series 2013A, of the District. Second by Stanko.

Roll call vote: Yes – Harvey, Stanko, Krueger, Emma, Renner. No – None. Motion carried.

VII.B.7. Consider – Policies 4-006.r3, Salary Administration; 4-010b.r2, COBRA Compliance; 4-013a.r3, Leaves of Absence, Vacation; 4-013d.r2, Leaves of Absence, Other; 4-020.r2, Employment of Certified, Licensed, or Professionally Trained Staff; 4-999.r3, Personnel Policies and Procedures Distribution, as revised.

Jones commented on these revised policies being a result of a two year review of the personnel manual by the staff. The policies were presented at Committee and only slight alterations were made to each policy.

Stanko moved to approve policies 4-006.r3, 4-010b.r2, 4-013a.r3, 4-013d.r2, 4-020.r2, and 4-999.r3 as revised. Second by Harvey.

Voice vote: Yes – 5-0. No - None. Motion carried.

VII.C. Discussion Items

None.

VIII. Executive Director Report.

Jones reminded the Board that the Village’s Merry Cary Parade will take place on December 7 at 1 PM. Commissioners Renner, Harvey, and Stanko plan to walk in the parade and Jones told them he’d notify as to their placement in line as soon as the Park District receives this information.

The NISRA luncheon is this Saturday, November 22. Two spots remain at the table if any of those attending care to bring extra guests. This year’s crowd numbers 524, the largest for this event to date.

The architectural firm recommend by the Architect Review team will likely be DLA, Itasca, IL, and Jones hopes to have a proposal for their services to present at the December 11 Committee meeting.

Jones revisited the idea of approaching the Village of Cary regarding the annexation of Cary-Grove Park. This item had last been discussed during the District’s annual planning meeting. At that time the prevailing thought was to wait to discuss with the Village until after the Village had completed its master plan. Discussion regarding the District’s own planned review/revision of its Comprehensive Master Plan and seeing how Cary-Grove Park fits into this plan was held. The Board directed Jones to speak with Village Manager Clark for a discussion of this item before any formal request by the District would be considered.
Jones updated the Board that wire transfers for debt service payments were routinely completed from Illinois Funds in the past. Due to changes on Illinois Funds end, these same transfers now must be completed via BMO Harris Bank. Rather than obtaining wire transfer forms ahead of time and having them signed off on by a Commissioner as was done with Illinois Funds, the appropriate paperwork will only be available at the time of the transfer of funds now that this is being handled by BMO Harris Bank. Only one signature is required at this time by the bank which ED Jones will complete, but due to Park District policy, two signatures will need to be presented, one of the ED and another by the Treasurer or a Commissioner. Jones has prepared two memos that support the need for two signatures per Board policy and President Renner will sign these memos to meet the two signature requirement. This item does not require Board action as the Board has already taken action on both items previously. ED Jones wanted to update the Board on this change in procedure to execute these payments since it is different than years previous. There were no questions of the Board on this item.

**IX. Closed Session**

*Stanko moved to adjourn to Closed Session for A. Review of Closed Session Minutes (5 ILCS 120/2 © (21)) and E. Review of Specific Personnel (5 ISCS 120/2 © (1)). Second by Harvey.*

Voice vote: Yes – 5-0. No - None. Motion carried.

Meeting adjourned to Closed Session at 7:34 PM.

President Renner reconvened the meeting to open session at 7:50 PM.

Renner asked Stanko to summarize Closed Session activity:

Stanko stated that the minutes of the Closed Session Meeting dated October 23, 2014 were reviewed and approved. No other action was taken as a result of Closed Session

*Motion to adjourn the meeting by Harvey. Second by Stanko.*

Voice vote: Yes – 5-0. No - None. Motion carried.

Meeting adjourned at 7:51 PM.

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Daniel C. Jones, Secretary
Park District Board of Commissioners