

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 ON
JUNE 27, 2019

I. CALL TO ORDER

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

II. ROLL CALL

Upon roll call the following Commissioners answered present: Mrs. Victor, Mr. Stanko, Mrs. Hauck, and Mr. Renner.

Absent: Mr. Frangiamore

Staff

Staff present: Dan Jones, Executive Director; Vicki Krueger, Director of Finance and Administration; Paul Rogus, Superintendent of Parks and Facility Maintenance; Sara Kelly, Deputy Director; Katie Hughes, Director of Communications and Marketing; David Raica, Director of Planning and Development; Erica Hall, Superintendent of Recreation; and Megan Lee, Recording Secretary.

Guests

Sean Wheeler, Cary-Grove Chamber of Commerce.
Michael Murphy, Resident.

III. PLEDGE OF ALLEGIANCE TO THE FLAG

The Pledge of Allegiance to the Flag was recited.

IV. MATTERS FROM THE PUBLIC

Mr. Wheeler came and thanked the Park District for being a member of the Cary-Grove Chamber of Commerce. He explained that he is excited that this will be the sixth year for Cary Main Street Fest. The family area for the festival has doubled over the last several of years. He expressed that the Park District being present at the event as well as providing a dunk tank would be something the community would enjoy. In turn the Park District would be provided a table that Park District staff could manage and hand out promotional materials throughout the event. If the Park District provided a dunk tank, they would be provided a table free of charge. He looks forward to working with the Park District in the future.

V. ITEMS FROM COMMISSIONERS

Hauck stated she visited Kaper Park and it was very busy and she appreciated the areas to sit in the shade. She also thanked Director Hughes for the Timbertown sign and how well it was written. Renner stated he visited Kaper Park on the first weekend it was open and everyone he ran into was very appreciative of the park.

V. CONSENT AGENDA

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

Stanko moved to approve the Consent Agenda as follows: VI.A.1 – Approval – Minutes Special Board Meeting dated May 30, 2019; VI.A.2 - Approval – Minutes Annual Meeting dated May 30, 2019; VI.A.3 – Approval – Minutes Public Hearing dated May 30, 2019; VI.A.4 – Approval – June 21, 2019, Disbursements in the Amount of \$704,468.36; VI.A.5. – Acceptance – Treasurer’s Report (preliminary) dated May 30, 2019. Second by Hauck.

Roll call vote: Yes – Hauck, Victor, Stanko, and Renner. No – None. Motion carried.

VI. BUSINESS ITEMS

VI.A. Any Items Removed From Consent Agenda

None.

VII.B. Action Items

VII.B.1 Consider – Revisions to Policies 1-005 – Board Meeting Structure, 1-005, Attachment B – Committee of the Whole Meeting Sample Agenda, 1-005g – Use of a Consent Agenda, 1-005j – Remote Attendance at Board/Committee Meetings and 1-007a – Responsibilities of Board President and Rescind of Policy 1-008 – Board Committees

Jones explained that at the June Committee of the Whole (COW) various Section 1 policies of the Board policy manual were modified to remove references to individual committee meetings to comply with the new committee structure moving forward. One item updated since the COW was removal of line 4e from policy 1-005g due to the change in the prevailing wage law.

Stanko move to approve revised Section 1 policies as follows:

1-005 – Board Meeting Structure

1-005, Attachment B – Committee Meeting Sample Agenda

1-005g – Use of a Consent Agenda

1-005j – Remote Attendance at Board/Committee Meetings

1-007a – Responsibilities of Board President

And rescind Policy 1-008 – Board Committees. Second by Victor.

Voice vote: Yes – 4. No – None. Motion carried.

VII.B.2. Consider – Resolution Recognizing July as National Recreation and Parks Month.

The National Recreation and Park Association (NRPA) has designated the month of July as National Recreation and Parks Month. Each year the Park District passes a resolution to recognize this and state the great things open spaces and recreation programs do for our community.

Stanko moved to approve Resolution R-2019-20-03, A Resolution Recognizing July 2019 as National Park and Recreation Month. Second by Hauck.

Voice vote: Yes – 4. No - None. Motion carried.

VII.B.3. Consider – R-2019-20-04, Administrator Change, Illinois Municipal Retirement Fund.

In February 2015, a Resolution, R-2014-15-06, was passed appointing Dan Jones as the Authorized Agent for the Cary Park District to the Illinois Municipal Retirement Fund (IMRF). Prior to this the role was traditionally held by the Director of Finance and Administration. This this Resolution will authorize Director Krueger to take on the role of Authorized Agent for IMRF moving forward.

Hauck moved to approve Resolution R-2019-20-04, A Resolution Appointing an Authorized Agent for the Cary Park District to the Illinois Municipal Retirement Fund. Second by Victor.

Voice vote: Yes – 4. No – None. Motion carried.

VII.B.4. Consider – Issuance of Series 2019A, Debt Certificates.

Jones explained at the July 25 Board meeting Speer Financial will be here to review the bid results from the issuance of the debt certificates for the purchase of property at 100 Cary-Algonquin Rd. Staff is looking for direction this evening to issue the debt. Since the due diligence phase of the acquisition has just begun, Staff would like to return to the Committee of the Whole in July with a more precise amount that is necessary to borrow.

Stanko moved to approve the conducting of a competitive sale for the issuance of the Debt Certificates, Series 2019A in an amount yet to be determined, the proceeds of which are to be used to pay for the purchase and certain improvements of the property at 100 Cary Algonquin Road. Second by Hauck.

Voice vote: Yes – 4. No – None. Motion carried.

VII.B.5. Consider – FY2019-20 Work Initiatives for the Executive Director

Jones explained that after the June COW meeting, two items have been added to the Executive Director work initiatives for FY2019-20. One item is in relation so the loss control review process with PDRMA, and the other item added pertains to the Executive Director scheduling 1:1 meetings with Commissioners.

Victor moved to approve work initiatives for the Executive Director for FY 2019-20. Second by Hauck.

Voice vote: Yes – 4. No - None. Motion carried.

VII.B.6. Consider – Commissioner Code of Conduct.

Jones stated that in odd numbered years, after Commissioner Elections have taken place, and new Board members sworn in to service, the Board has revisited a Commissioner Code of Conduct. The language for this Code of Conduct comes from the IAPD.

Victor moved to approve the Commissioner Code of Conduct and recommend that all Commissioners sign their name to it as a pledge to honor the code. Second by Hauck.

Voice vote: Yes – 3. No – 1. Motion carried.

VII.C. Discussion Items

VII.C.1. Intergovernmental Meetings

Victor explained that she is asking the Board to participate in intergovernmental meetings with the Village of Cary and other local units of government. She expressed that this is something that could happen in the fall or spring. It would be no more than two board members from each entity to meet and discuss what is going on with their organizations in an effort to build relationships amongst the entities. She stated she has spoken with the Mayor of Cary, several Board members from D26 and D155, and they are all interested in participating in meetings.

Renner stated that he recommends this be discussed at a COW.

Hauck stated she is in support of Victor's idea, and thinks it would be a good way to build relationships amongst entities within the community.

Stanko asked what the purpose of the meetings would be, and who would be in charge of the meetings. He also explained the Park District encompasses areas that include the Village of Trout Valley, Lake in the Hills, Oakwood Hills, and others that he would want to make sure are included if this moves forward.

Renner stated there are logistics to think about with this type of meeting such as, where would it be held, who will run the meeting, will it be open to the public, and what items will be on the agenda. He explained that he wouldn't want to hold the meetings without specific items being on the agenda to discuss.

Stanko moved to send the topic of Intergovernmental Meetings to the July Committee of the Whole meeting. Second by Hauck.

Voice vote: Yes – 4. No – None. Motion carried.

VII.C.2. 2019 Main Street Fest

Victor stated that she is involved with three different local groups, and members of those groups have shared with her that the Park District seems to be focused on younger children and not older ones. She personally has been trying to get the word out that the Park District is offering programs for pre-teens, teens, and adults. She thinks it would benefit the Park District to have a place at Main Street Festival to showcase the new programs that the Park District is offering. She stated that she would like the Park District to rent a dunk tank for the two days of the event at the cost of around \$150 per day. The Chamber has told her that there would be enough volunteers to work the tank if the Park District could pay to donate the tank. She stated that the Chamber said the Park District could also be given a table at the event to promote Park District activities and for staff to be present at during the event.

Renner asked for the dates of Main Street Festival and DD Kelly stated it's September 14th and 15th.

Victor stated that she would also like to see a table for the Park District at National Night Out. She would like to see a Commissioner or staff present to spread the word about what the Park District offers. Hauck stated she would like to see at least some of the Commissioners attend both events.

Stanko then asked for the dates of National Night Out and DD Kelly stated it's on August 6th and from 6:30-8:30PM.

Stanko said there are some philosophical items that need to be discussed. He is troubled with the idea that the Park District is being invited to participate, but being told what will be provided in a way of an activity. He said that is something that the Park District staff should be in charge of planning.

Renner stated he views that this is no different than the Merry Cary Parade that the Park District participates in during the winter. He does not feel that it needs to be sent to the COW and feels that staff should be in charge of deciding involvement in both activities. He does not feel this is something the Board should be deciding.

Hauck stated she would like to send this in the COW.

Hauck moved to send the topic of 2019 Main Street Fest and National Night Out Participation to the July Committee of the Whole meeting. Second by Stanko.

Voice vote: Yes – 4. No – None. Motion carried.

VII.C.3. Audio Recording of Meetings of the Board of Commissioners

Victor said that she has spoken to community members who have asked to be more informed of what occurs during Board meetings. She explained other government entities audio record their meetings, post the audio for the public to listen to and she feels it would be a great idea.

Hauck stated she would like to see audio recording of the meetings. She is interested to use it herself to review what was said by Commissioners at previous meetings should she need too.

Victor stated there are a lot of working families with younger kids in the community that aren't able to come to the meetings, but would watch/listen to the meetings at their convenience using technology.

Hauck moved to send the topic of Audio Recording of Meetings of the Board of Commissioners to the July Committee of the Whole meeting. Second by Victor.

Stanko stated if there is a purpose that needs to be specifically achieved or goal for implementing this, than it needs to be mentioned. He expressed that he wants to make sure that what is done is useful and productive for the community instead of being used for gossip and blogs.

Voice vote: Yes – 4. No – None. Motion carried.

VIII. Executive Director Report

ED Jones stated that Summer Celebration will take place on Wednesday, July 3. Supt. Hall stated that from 7:30-9:30PM a band will be playing. When the sun sets around 9:45PM the fireworks will start. A vendor will be selling glow sticks, and the new concession stand will be open.

ED Jones stated he received correspondence that discussion was held at the Village COW meeting about a developer who wants to have impact fees waived for their project. The Village Board is considering waiving the impact fees for that development. ED Jones explained that the ability for the Park District to collect impact fees is via granted to it by policy of the Village of Cary. The Village is considering this for specific plats that have been vacant for a long period of time. ED Jones explained that he believed the Village was considering this in an effort to spur development on long vacant plats, which would lead to long term tax development, as the primary reason why. The Village Board will be considering this on July 16th.

Hauck asked if it was a new developer coming in, and ED Jones stated that is correct, it is a new developer who is looking to develop certain plats but the Village is considering other undeveloped plats with similar characteristics to the ones the developer is interested in.

Stanko stated that someone needs to check the record to see if the developer donation has already been met in regards to those land parcels. ED Jones said he would look into this.

Renner asked if it included parcels from West Lake, and ED Jones stated they are not included. ED Jones closed the discussion by stating that he had only received notice of this item yesterday from the Village and would review it in more detail.

ED Jones stated that Kaper Park opened a week ago Friday. When the decision was made to notify the contractor that the Park District was going to self perform certain item, he expressed how proud he was of Park District staff for coming together and getting the park ready to open. He stated that this past week there was a quarterly staff meeting that took place at the shelter at Kaper Park. During this meeting he shared how he had explained to staff how every single staff member contributed to the projects at some point. He further reported that the park is receiving good feedback and it is responding well to the dense usage. Additionally he reported that under Director Raica's leadership the playground used Universal design as one of its concepts. He commented on feedback from community members who have children that are physically challenged, and that these young children with disabilities now being able to use the playground when they weren't able to use Timbertown in the past. ED Jones stated there are minor items that need to be done at Kaper Park still, but most of the major items are complete.

ED Jones reported that while Lions Park is open and being used, it still has three large items that remain to be completed. These include: grading issues (corrections) on fields 1, 2 and 3, a leak on the back side of the concession stand, and the sanitary line issue. The sanitary line is actively being worked on. All possibilities of completing these outstanding items necessary to complete the project are being explored.

Motion to adjourn the meeting by Stanko. Second by Hauck.

Voice vote: Yes – 4. No – None. Motion carried.

Meeting adjourned at 8:02PM.