

Cary Park District
Board of Commissioners
Committee of the Whole Meeting
July 11, 2019
7:00 PM
Community Center
255 Briargate Road
Cary, IL

Minutes

Board Members Present: Victor, Stanko, Hauck, Renner, and Frangiamore.

Staff Present: Jones, Kelly, Rogus, Hughes, Hall, and Lee.

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

The Pledge of Allegiance was recited.

There was no public present.

Under Matters from the Public, Commissioners or Staff, Victor stated that she contacted commissioners at Bartlett, Carol Stream and Bloomingdale Park District's pertaining to their Park District's attendance and participation in community events as well as their promotion of Park District activities at their concerts in the parks. She stated that they all have booths available for staff to work during concerts to provide information to the public on programs and services offered. She stated that they all participate in National Night Out within their communities. Victor stated that since others are doing this she feels this would be a good idea to implement at Cary Park District concerts and for participation by the Park District in community events.

Stanko stated that the fireworks at Summer Celebration were very nice this year.

Renner stated he attended Summer Celebration. He felt it went well and that it seemed to him that attendance this year was higher than previous years. He said he heard some comments about delays for vehicles getting out of the park, but that overall he felt traffic control was very good. He also inquired about the sound system not working properly during the band performance.

Hauck stated she recently signed her daughter up for a junior life guard program at the Wheeling Park District, and she feels this would be a good program for the Park District to have in case staff have issues finding enough guards in the future.

Frangiamore stated he also attended Summer Celebration. He felt the food options were well received this year. He stated that several people asked him about a "beer tent".

Under Approval of Minutes, the minutes from the June 13, 2019 Committee of the Whole meeting were presented.

Stanko stated he would like to see a statement added on page five, paragraph four stating, “Stanko emphasized that the District would lose the confidence of the public if it built a new community center, and after it used all its money to complete this, came back to the public to say it needed more money for a new pool to replace the existing pool because it finally has reached the end of its life.”

Frangiamore stated that the last sentence should read, “indoor recreation center” and not “indoor aquatic center”.

Stanko moved to approve the minutes as amended; second by Victor.

Voice vote: 4-0. Renner abstained. Motion carried.

Under Direction Items, the first item discussed was revisions to Policy 2-508.r2 Prevailing Wage Act Compliance.

Jones explained that the past practice of the Board, in compliance with the law, has been to pass an ordinance each June identifying prevailing wages for public works projects at the Park District. This was required by law. Under new law P.A. 100-1177 that became effective June 1, 2019, the Park District no longer needs to approve an annual ordinance as well as other posting and filing requirements previously necessary under the old law. The changes in the new law will eliminate various administrative and record-keeping obligations by staff, but it does not change the requirement of paying prevailing wages for projects. Jones stated that Policy 2-508 has been modified to comply with the new law.

Renner moved to recommend Policy Number 2-508.r2 Prevailing Wage Act Compliance to the Board of Commissioners as presented for approval, pending attorney review. Second by Hauck.

Voice vote: 5-0. All voting yes. Motion carried.

The next Direction Item discussed was Intergovernmental Meetings. Jones explained that due to the Board directing these items for consideration at the Committee of the Whole, staff has provided background information on this item and other Direction Items on the agenda for Board consideration during its discussion of each item. Jones stated that he would answer questions on the information provided by staff, but that since these items were brought forth by Commissioner Victor, he recommended that she be the one to introduce each item.

Victor stated that she did review the information provided by staff. She stated that she feels it would be beneficial to have a meeting twice a year with all of the various community elected officials. She feels either one or two Board members should attend these meetings from each entity. She stated that elected officials should be included in administrative staff level meetings already in place.

Frangiamore asked if other Board members ever attended the meetings, and Jones stated no, these meetings are designed to be staff to staff.

Jones referenced staff discussion in the memo provided, that recommended the Board consider expanding its existing liaison program by developing policy for Board members requiring them to attend meetings of other agencies, possibly quarterly, in an effort to introduce themselves and update the

various Boards on the Park District. He stated that Board members could then report back to the Park District Board on these visits. Additionally, Jones stated that liaisons could be assigned for School District's 26 and 155 in addition to the liaisons already in place. That this might be a way to accomplish further development of intergovernmental relationships within the framework of the liaison program already in place.

Victor stated that she feels that the Board needs to build better connections with other local agencies that the existing approaches already in place.

Stanko stated that when the intergovernmental meetings first started, some Trustees and Board members attended from various units of government. He stated that if the Board was to pursue an intergovernmental meeting for elected officials, he would prefer to see it as a separate meeting from the administrative staff meeting so that issues wouldn't prohibit things from getting accomplished. He stated that consideration would need to be given to who is invited, would agencies such as MCCD and MCC also be invited. He also stated a goal for this type of meeting would need to be established since a lot of resources would be utilized and necessary to set up a meeting of this sort. He feels he has good relationships with the Trustees of Oakwood Hills and Trout Valley because he attends their meetings as the Park District liaison.

Hauck stated she would find an intergovernmental meeting of elected officials valuable where all governing bodies would be in the same room to discuss various local issues.

Frangiamore explained that he understands the fundamental idea behind this type of meeting, however, it would be a major undertaking to assemble a group of people whose agencies have a diverse set of missions. He would be interested to see what agencies might be interested in participating. If not every agency is in agreement to attend, this would lead to only partial representation and discussion. He feels that the Park District could reach out to other agencies and see who is interested in attending. He stated that a lot of information is shared about the Park District and other local government bodies through social media, brochures, constant contact, and various festivals, as well as websites. He explained that the public would need to be invited which means that a procedure would need to be created on how to allow for and address public comment during the meeting.

Victor asked if the Park District would be open to just meet with elected representatives from the Village of Cary?

Renner stated that to him the purpose of a meeting like this would not be to have every agency in McHenry County at the meeting. He feels that if there is a meeting, then there needs to be a specific agenda between various agencies with specific topics for discussion. He stated that he believes if there are questions that need to be asked about a specific item, the Executive Director should be directed to speak with the heads of the various agencies on behalf of the Park District. He asked if there was a specific purpose behind pursuing an intergovernmental meeting, and if not, then what is the purpose of the meeting?

Victor stated that she has spoken with Board members from School District's 155, 26 and the Mayor (Village of Cary) and those she spoke with were interested in participating in an intergovernmental

meeting. Victor stated that those she spoke with expressed that they would like to see more of a presence from the Park District at local events.

Renner stated that when stakeholder meetings were held during the Comprehensive Master Plan process, the purpose was to get input and feedback from the various community groups as well as other government entities.

Frangiamore requested that individual Board members send information directly to him on what they would like to be seen put in place or what their vision for an intergovernmental meeting would be, as well as what other liaison positions might be added. He stated that when he receives this feedback, this topic could then be added back to a future Committee agenda for more discussion.

Stanko stated that Board Members should start attending meetings for the agencies they have been assigned as liaisons.

The next Direction Item discussed was Park District participation in 2019 Cary Main Street Fest and National Night Out. Victor explained that there are many other recreation and park Boards and Park Districts that participate in community events not sponsored by their Park District. She referenced the staff memo and stated that attending monthly Chamber meetings is not enough, and that staff and Board members need to be present to promote the agency at events such as Cary Main Street Fest and National Night Out.

Frangiamore asked what the hours were for Cary Main Street Fest. Victor stated they were 11AM-11PM on Saturday and 12-9PM on Sunday.

Hauck stated that even though there is a lot of electronic communication provided by the Park District, participation in these events would be a great way to talk to people and tell them about everything the Park District offers. She feels face to face communication is beneficial.

Stanko stated that the mission of the Park District is to provide exceptional parks and recreational opportunities. He would like to hear how providing a booth at an event meets the mission of the Park District.

Hauck stated it would show and enhance the Park District's presence in the community.

Some Board members expressed that the image of the Park District within the community is poor while other Board members disagreed with this comment.

Renner stated that he believes this is not a Board issue or matter, and that it is a staff item. He expressed that if staff believes it's beneficial to be at events such as these, then staff would make a decision to be at the events.

Jones asked for clarification on the Park District's image in the community being poor and stated that the Park District just completed and opened two major park improvements that have been extremely well received by community members. Jones referenced the staff memos and provided an overview of the Park District's past involvement at National Night Out and past considerations to participate in Cary

Main Street Fest. Jones commented on communication efforts by staff and participation numbers in facilities and programs. Jones highlighted information received in the community needs assessment survey completed in 2016 as part of the Comprehensive Master Plan Update, which he stated is statistically relevant to the opinion of the entire community and how a line can be drawn from feedback received from the community during that process and the implementation of items by the Park District. He highlighted redevelopment and investment in community parks, expansion of the multi-use trail system as examples of this as well as the consideration being given to development of a legacy facility.

Stanko asked if the Park District did participate in the Cary Main Street Fest, would various entities who run those events also have representation at a Park District event like Summer Celebration? He stated that he did not believe that having presence at those events was part of the Park District's mission.

Frangiamore stated that the Park District has a staff in place that makes decisions on how to best promote programs and the mission of the Park District. The Board works for the tax payers. He stated that the surveys completed throughout the last several years as well as the meetings held are more statistically accurate. He stated he would attend the Cary Main Street Fest wearing his Park District shirt and representing the Park District. He stated that he believes National Night Out is outside the Park Districts mission. He stated that Commissioners individually have the opportunity and may choose to attend these events as a Commissioner.

Victor asked how the Park District builds relationships with the public and what Jones does to contribute to this. Jones highlighted the programs and activities offered by the Park District and the number of daily interactions that staff have with program participants. He stated that these interactions build relationships with the community. He highlighted projects completed in the community by the Park District, such as Kaper and Lions Park, show progress and build confidence in the Park District within the community. Victor inquired of Jones what did he himself do to build relationships and stated that no one in the community knows who he is. Jones stated briefly that he is a long standing member of the community and that many people know who he is.

The next Direction Item for discussion was Audio Recording of Meetings of the Board of Commissioners. Victor stated that other governmental agencies audio record and post the recordings of meetings, for the public to listen too. She stated that in Cary there are many working families who do not have the time to attend meetings of the Board but would like to be informed on what the Park District is doing. She stated that she believes this would be a good idea for the Park District to pursue.

Frangiamore stated he would like to see what other Park Districts are audio recording their meetings. He stated that if the Park District were to do this, he would do both audio and video. He stated that too much can be missed with only an audio recording.

Stanko stated he would want a better understanding of this or feedback about this item before he would be fully prepared to discuss it. He believed there would be a lot of information that would need to be gathered before something like this could be implemented.

Frangiamore stated he doesn't know how many people will listen to or watch the recordings. A question was raised on how many views the Village received of its meeting videos. It was answered that approximately 100 people watch the videos.

Hauck stated that she would like audio or video recording so that the Park District is more transparent in their meetings. She stated that it would be beneficial to her as well, to go back and review what was said by Board members during meetings because the minutes are an overview of the meeting and at times are not specific enough.

Renner stated the Park District is a Distinguished Agency multiple times and there is nothing in the statewide standards about recording meetings or audio recordings, other than what is required by law. He stated that even though technology is available to record and post recordings of meetings, that doesn't mean it needs to be done. He stated that he does not see a need for it to be done.

Frangiamore stated he would like to know the cost for audio/video recording for meetings and that it was not an item budgeted for this year. Frangiamore directed staff to investigate the costs as well as get feedback on the implementation of this item and find out what others were doing and present this information at a future Committee meeting.

Under Discussion Items, an update on the Series 2019A, Debt Certificate was discussed. Jones explained that in February of this year when the opportunity came about to purchase the property 100 Cary-Algonquin Rd, staff had Lamp, Inc. develop some modeling of the potential costs that might be necessary to improve the facility to meet Park District standards. Now that the Park District has had its offer to purchase accepted and is in the due diligence phase the purchase, the improvement items are being relooked at and the numbers tightened up. In May, the Board made a decision to issue a debt certificate to purchase and improve the facility with the understanding that staff would come back with the amount for the debt certificate after it completed the due diligence. Jones stated that the amount includes both the purchase price of \$560,000 as well as dollars to offset the costs of some of the improvements to the property. The other dollars to complete improvements would be done with the approximately \$580,000 cash on hand the Park District has for the project.

Jones stated that he intends to bid the debt certificate at a number not to exceed \$920,000 with the debt to be paid off in 5 years. Jones stated that he would finalize the number with Speer Financial tomorrow, and they would prepare the bid documents, advertise the bid, conduct the bid and present the bid results at the July Board meeting. Funds from the sale would be received August 8-15. The closing on the property would take place on or prior to August 16.

Renner asked if the additional money would include parking lot maintenance or expansion, and Jones stated it does not. Jones stated the condition of the parking lot is fair to good and doesn't currently need maintenance, especially when compared to other Park District parking lots that would be in more need of attention. Additionally, he stated that a review of options to expand the lot was explored and the determination is that options were very limited and the few options would come at a substantial cost to gain very little in terms of additional spaces.

Victor stated that she had the same question about the parking lot as Renner.

Stanko asked if any one fund would be depleted to do this project. He would rather conservatively add a little more on the debt certificate instead of draining funds totally, so that funds are still available for anything that may be needed in the foreseeable future. Jones stated that no single fund would be

depleted and that staff took great care to review options to use cash on hand to complete portions of this project.

Jones explained that staff evaluated numbers from the standpoint of future necessities or needs of the Park District when it determined that \$580,000 may be spent from internal resources. Jones stated that presently the costs provided are only a budgeted opinion of cost. When actual costs are determined there is the possibility the numbers may be lower and he felt this was likely as staff had used conservative estimates and healthy contingency numbers.

Stanko asked about the roofing overlay and replacement of the fencing and if they are items that need to be done immediately or be pushed back. Jones stated that at previous meetings of the Board staff was directed to make things as right as possible upfront, so those items are considered important. The roof is nearly 30 years old and must be addressed and the fence is unsightly and is far from meeting Park District standards. Renner asked if a full replacement of the roof is covered in the contingency, and Jones stated it was not, however as part of the due diligence a reputable roofing contractor was brought on site, and they performed a visual inspections of the roof by going on the roof, then provided a full report on the current roof condition, and recommendations as well as cost to complete an overlay.

Frangiamore stated that using existing funds to offset costs is a great idea.

Renner asked about the flooring and if asbestos would be a concern, and Jones stated no.

Stanko asked about the frost walls associated with the descriptions of new concrete to replace old in specific spots on the exterior of building. Jones stated that Lamp provided this information and based on the location of the concrete frost footings were appropriate.

Jones confirmed that he would speak with Speer Financial the next day and confirm the amount of the debt certificate.

Under Discussion Items, Commissioner Stanko had requested a waiver of impact fees by the Village of Cary be included on the agenda. Stanko explained his reasoning for requesting this and the importance of the Committee discussing it this evening. Stanko stated the Park District needs to do due diligence and see how many lots, where they are, and how much money will be lost. He would like to have a better understanding of these items, then have a discussion to see what the Park District's position is on this item. Jones explained that the Village Committee of the Whole discussed this item and recommended in favor of waiving impact fees for certain plats that have been undeveloped for several years. The Village Board will consider this item on July 16th.

Frangiamore stated that the Village has the authority to collect these fees, and the Park District cannot collect these fees.

Jones explained there was no prepayment of fees for these plats that occurred years ago. Jones explained there are 25 plats under consideration for a fee waiver. He stated that he understood that the developer that brought this up which led to Village Committee of the Whole discussion is interested specifically in lots located in Fox Trails, but that the Village looked at other vacant parcels around town that would meet the same criteria for those in Fox Trails.

Jones provided information to the Committee from the Village of Cary staff memo from the Village Committee of the Whole meeting, pertaining to tax revenues to be gained from development, impact fees to be lost or gained as well as locations of different plats up for consideration.

After discussion, Frangiamore suggested that Jones be directed to write a letter to the Village stating the Park District is not in favor of waiving the impact fees. Victor stated she agrees with Frangiamore on the letter. Renner stated that he was not in favor of a letter and was ok with waiving fees to get homes built on vacant parcels. The consensus of the Committee was for Jones to write a letter and work with Frangiamore to complete it and submit it to the Village for inclusion in their discussion of July 16th.

Frangiamore next asked about the dates for the grand opening events for Kaper and Lions Parks. Jones stated he would send something with his weekly email and the Board should provide feedback to him on dates that would work for them to attend these events.

Stanko moved to adjourn the meeting; second by Hauck.

Voice vote: 5-0. All voting yes. Motion carried.

Meeting adjourned at 9:03 PM.

Daniel C. Jones, Secretary
Park District Board of Commissioners