

Cary Park District
Board of Commissioners
Committee of the Whole Meeting
February 13, 2020
7:00 PM
Community Center
255 Briargate Road
Cary, IL

Minutes

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

Staff Present: Jones, Kelly, Hughes, Krueger, Hall, Raica, and Lee.

Guests Present: Ian Lamp, Lamp, Inc.

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

The Pledge of Allegiance was recited.

Frangiamore asked if there were any matters from the Public, Commissioners, and Staff.

Frangiamore stated he had one item to discuss. At the IAPD/IPRA conference, he attended a session on Boardmanship. The session discussed the best practices of how to run a Board meeting, and the logic behind those practices. One of the practices discussed was for a Commissioner to make a motion and then discuss the motion after the motion has been presented. He said it is a change he would like to implement this evening. Starting this evening, the motion will be made, the discussion will occur, then voting will occur. Frangiamore said the intent is to make the motion and then focus discussion on that motion.

Renner asked about the Economic Interest Form from the county and if the Park District needs a copy of the form submission. Jones explained that is an individual item, and that Commissioners can choose to print off the completed form to be kept on file here at the District, but it is not required.

Jones reported that he visited the Early Childhood Learning Center (ECLC), and he took several pictures that he will email later to the Board. He explained the building is coming together nicely.

The minutes from the January 9, 2020 COW meeting were presented for approval.

Stanko moved to approve the January 9, 2020 minutes as presented. Second by Murphy.

No Discussion.

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

The first Direction Item discussed was Update, 2020 Action Plan, 2016 Comprehension Master Plan (CMP). Jones explained he is presenting an update to the CMP – Action Plan Update 2018. The Action Plan was last approved in April of 2018.

Jones stated that Action Plan 2018 is included with this memo. Due to some unforeseen challenges that were outside of the Park District's control, some items were adjusted in the timeline in order to meet the demand of items in the CMP. He explained that there were other items not listed in the 2018 Action Plan Update, but the District has chosen to move forward with those items. Some items not listed in the 2018 Action Plan Update include the delay in the Lions and Kaper Parks Revitalization Project, the purchase of the ECLC, Hoffman Trail project and delay by the State in turnaround time, the feasibility study for the Indoor Recreation Facility and Outdoor Aquatic Park, and the PARC Grant application. Jones explained anything that was shaded pink were items that were added to the plan, such as the ECLC, Community Center Renovate/Remodel, Community Pool Renovate/Remodel, ITEP Grant, and a number of other items. He stated that due to the speed of implementation of items in the CMP, staff has been aggressive in implementing the items, so it is appropriate to revisit the Action Plan again during this year.

Jones continued that three neighborhood playgrounds were scheduled to be replaced in 2020. Due to the additional items in the Action Plan mentioned previously, staff has determined that Knotty Pines is the playground with the greatest need to be replaced. Brittany and Fox Trails playgrounds will be moved back in the 2020 Action Plan Update.

Jones explained staff will need to start working on the next CMP in 2024. The 50th anniversary is also included with planning and implementation. The annexation of Cary-Grove Park has been updated after the decision was made to build the Outdoor Aquatic Park. Other playground replacements are still reflective of previous schedules.

Jones stated the development of a Cary Veterans Park Site Master Plan was added. In the 2016 CMP, there are a number of items that are listed as 2021+, so some of those items are addressed in this updated Action Plan.

Jones explained the Community Center Renovate and Remodel was added and was meant to capture what would occur after the Outdoor Aquatic Park was built and what will happen to this Community Center in the future. The Park District needs to start thinking of how these spaces may be utilized in the future. The removal of the community pool was also included and is being worked on with Williams Architect.

Jones stated Hoffman Park sale is an item that is revisited by the Board every six months, and the 2021+ item in the CMP was to update the site plan for Hoffman Park in 2025-2026. He also explained the last work done at Jaycee Park was in the late 1990's. That park is heavily used by the community, and work will need to be done to improve the site.

Jones explained the Outdoor Aquatic Park is projected to open in May 2022. The recent decision of the Board to implement the Sands Main Street vegetation plan will be added moving forward in the plan.

Jones explained an update to the Action Plan was needed since it is a road map for staff, and it ties back to budgeting.

Stanko moved to recommend Board of Commissioners approval of Action Plan Update 2020. Second by Renner.

Stanko asked if the 2026 Comprehensive Master Plan (CMP) update could get pushed back while completing the current CMP. Jones said that best practice is that the current CMP doesn't go out farther than 10 years. He recommends that the process still be engaged when the time comes. Stanko then asked if it's possible another review of this Action Plan could occur prior to the new CMP, and Jones stated that is correct.

Murphy appreciates the need for the 2020 Action Plan Update due to the challenges at Lions and Kaper Parks as well as the build out for the ECLC. This update makes sense to him.

Victor asked if consideration to remodel the current Community Center would be considered in 2025-2026, and Jones stated yes. Victor asked if it could be done earlier. Jones explained the placement of it was deliberate by staff since the new Outdoor Aquatic Park should be completed by that time.

Victor asked about Veterans Park and the Site Master Plan and what it was, and Jones said it was similar to what was done at Cary-Grove Park. She asked if that could be pushed forward as well since it needs some attention due to it being in the middle of the town. Jones stated from staff prospective, there is a lot already occurring, and it will be a challenge to do this in addition to replacing two playgrounds, building a trail, and an Outdoor Aquatic Park.

Frangiamore stated there are some challenges with Veterans Park including the storm water that goes through the park. Renner explained at one time the Park District was considering a dredging project, and the County said they wouldn't approve the permit until the Park District agreed to make a majority of the park a flood plain. Renner said a remapping could be done of the flood plain to see what is the most current. Raica said there was a new pipe put in by the Village of Cary at a new elevation, so remapping the park would be a good idea when the time comes to do a site Master Plan.

Renner asked if the current pool will be removed at the same time as the new aquatic facility, and Jones said the current pool is being planned to be completed at the same time as the aquatic facility. Jones explained staff and consultants realize something needs to be done with the current pool site.

Renner said he is worried about the big picture, his concern is that if so much is spent on the Outdoor Aquatic Park, then only so much can be spent at the Community Center for renovation. He wants to know what will be a place holder for that work to be performed in the budget. Jones explained that staff has always thought of it as a three part project that included the existing pool, Outdoor Aquatic Park, and Community Center. The Outdoor Aquatic Park and existing pool should go hand in hand in terms of construction occurring.

Renner stated the updated Action Plan will become a public document. He wants the current Community Center pool to say "current pool removal" so the impression won't be given that it will be remodeled.

Frangiamore asked about the playgrounds scheduled to be replaced that are being pushed back and the shape of those playgrounds. Raica stated that Knotty Pines is the most degraded playground, and the other two scheduled for replacement are in good shape.

Stanko asked what the life expectancy of a playground is, and Raica said 20-25 years.

Frangiamore stated a major item in the 2016 Master Plan has been accomplished, and that is to find a home for the preschool. He then explained the renovate/remodel of the Community Center affords the opportunity to see how the seniors can be accommodated within the current Community Center and at least get to the thought process of how that can be done. The preschool is being addressed with the purchase of the Early Childhood Learning Center. The bigger picture needs to be looked at so tax payer dollars are being spent wisely, and all groups need to be looked at rather than only special interest groups.

Stanko said this has been a very impressive CMP that the Park District has taken on, and this is a very aggressive plan with a lot of work being put on the backs of staff.

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

The next Direction Item discussed was Proposal, Lamp, Inc., Pre-Design Services, Outdoor Aquatic Park.

Jones explained there is a difference between a Construction Manager (CM) and a General Contractor. The CM is in charge of putting together the bid packages and acts on behalf of the Park District and organizes the trades. It's best to find a CM early in the project so they can address any challenges that may occur along the way and are familiar with the project. Another reason is the CM is familiar with the bids and what items may cost.

Jones stated staff's recommendation is that Lamp, Inc. be the Construction Manager on the Outdoor Aquatic Park project. This agreement with Lamp is very small and only covers the pre-design phase that was approved by Williams Architects. A representative from Lamp, Inc. will attend meetings, provide opinions of cost, and assist if there are issues with zoning. Jones explained he wants to get them involved as early as possible in this project.

Ian Lamp said he is an advocate working with the Park District to make sure construction is done right.

Renner moved recommend Board approval of the Lamp, Inc. proposal for services associated with the Pre-Design Phase of the Outdoor Aquatic Park project. Second by Victor.

Renner asked if Lamp, Inc. has worked with Williams Architect before, and Lamp said yes. He explained his company first worked with them on an aquatic pool back in 1992, and the recent one was with Naperville on a maintenance facility. Renner asked about pool subcontracting trades and how big the trade field is, and Lamp said it is small. Lamp explained if they aren't comfortable with the bidder they will tell the Park District. Lamp also has a list of over 2,000 subcontractors and what size projects they can and cannot undertake.

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

The next Direction Item discussed was Update, O-2019-20-10, Park Rules and Regulations Ordinance.

Kelly stated that as part of the Distinguished Accreditation and best practices of the Park District, this ordinance should be updated every 5 years. She started the review process in October. This item is on track to keep with the 5 year review. She explained there is some general formatting cleanup, updating the table of contents, and formatting updates. Attorney Puma reviewed the document and then Kelly spoke with him about the updates he recommended. There were three areas that needed to be addressed further that included the usage of drones, video recording, and expression of free speech. This is the second draft that staff has reviewed with Puma.

Kelly then reviewed items in the draft ordinance such as the addition of drone usage, surveillance policy, inclusion of ponds and lagoons as bodies of water, encroachment on Park District property, and removal of Park Police since that is not utilized by the Park District.

Stanko moved recommend Board approval of revisions to Ordinance O-2019-20-10 Park Rules and Regulations. Second by Victor.

Renner asked how important it is for people to know the rules. He explained how a drone was chasing people on the golf course when they were playing, and it shouldn't have been there. Jones explained this document covers a wide scope of things. When items are brought to the attention of staff, this document is pulled out and looked at for reference. There are also signs throughout the park with rules and regulations.

Renner asked about gender neutral restrooms and if signs will be changed on applicable restrooms. Kelly said that signs have been already changed on single stall indoor restrooms. Outside restroom signs will be changed prior to opening for the season.

Victor asked about drone usage and the possibility of adding it as a banner on the website or adding it to the front page of the website in the spring so people would see it.

Murphy said he had some formatting changes, but no content changes. One of the things Puma has is 25d and except in designated areas for drone usage. He asked if there would ever be designated areas in the future for drone usage. Kelly said that area is continuing to be discussed amongst agencies.

Stanko asked if drones could be at Lions Park, and Kelly said that the Park District has hired people to provide pictures of events at Lions Park. Jones stated a permit is required to fly drones and model airplanes at any of the Park District properties.

Murphy asked how someone would go about getting a permit for drone usage, and Jones said that they would be directed to fill out a permit which would then be approved or be denied by the Executive Director. Murphy then provided some formatting changes to staff.

Stanko said if some permit or policy is being put in place for model rockets, airplanes, or drones, the Park District may need to make it apply to all types of remote controlled aircraft. His concern is of the

three, model rockets are the most dangerous. If the Park Rules includes remote controlled craft, he asked about the kids who have remote control cars and use those cars in parking lots. He stated it creates similar problems for other park patrons by then deciding that half of the parking lot is being used for their own personal activity. He also asked about remote controlled boats. He is raising the question of addressing all types of remote vehicles.

Stanko asked about the use of swings at parks and the age restriction to use the child's swing. Jones stated all parks have signage stating the appropriate age of the playground structure.

Stanko asked if fishing in the parks follows IDNR rules, and Raica stated yes. Stanko then asked if the rule should be catch and release. Jones stated that signage is posted at Park District ponds stating the rules for fishing. Stanko stated he wants all signs to say catch and release. He said it is hard for an agency to maintain fish if the fishing limits aren't being adhered to. He also asked if there were any parks with ponds that have signs posted no fishing and no ice skating and Jones said yes.

Stanko asked if encroachment occurs on Park District property is the encroacher required to pay for restoration to the site to the original condition. Jones said he would ask Attorney Puma why that is not included and if it is implied elsewhere in the document.

Stanko asked if work permits have ever been issued to residents, and Jones said yes. Stanko then asked if it should read "Executive Director or designee." Currently, it just states Director. He feels it should be consistent with other Park District documentation that says Executive Director or designee.

Jones said in terms of any language change, Attorney Puma should be consulted. A policy change may be needed for certain items such as catch and release at Park District ponds.

The Committee agreed that staff should revise the document and bring it back for review in March.

Murphy asked for the definition of aircraft to be added to the definition section.

Stanko withdrew his motion and Victor withdrew her second to the motion.

The next Direction Item discussed was O-2019-20-11, an Ordinance Authorizing the Sale or Conveyance of Personal Property belonging to the Cary Park District.

Krueger explained that throughout the year, staff presents a disposal ordinance to the Board. Any equipment that is valued at \$500 or more at the time of purchase needs Board approval for disposal. Several items are listed on the disposal ordinance including several items from Foxford Hills Golf Club, a Ryan tow-behind aerator, and driving range ball dispenser. There are also several computers that were replaced as part of the Park District's computer replacement plan.

Renner moved to recommend the Board of Commissioners approval of Ordinance O-2019-20-11, an Ordinance Authorizing the Sale or Conveyance of Personal Property belonging to the Cary Park District. Second by Victor.

Murphy asked if the Ford Explorer being replaced was on the disposal list and Krueger said yes.

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

The next Direction Item discussed was Replacement, 2016 Ford Explorer XLT 4WD.

Jones said that money has been allocated in the CERF for the replacement of the 2016 Ford Explorer. A 2020 Ford Explorer costs more than allocated money allowed, so the recommendation from staff is to replace the vehicle with a 2020 Chevy Traverse LT 4WD. The purchase price is under the budgeted amount which also includes delivery of the vehicle. There is a significant lead time, so staff would like this approved now. The vehicle will be ordered now, but received in next fiscal year.

Victor moved to recommend Board approval for the purchase of a 2020 Chevrolet Traverse LT 4WD through the Sourcewell Cooperative Purchase Program from National Auto Fleet Group, Watsonville, California, in the amount of \$35,913.35. Second by Murphy.

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

The last Direction Item discussed was O-2019-20-12, an Ordinance Identifying Work Contracts to an Installment Purchase Agreement.

Krueger said that a similar ordinance was prepared in October for the purpose of record keeping as required by law. The Park District has identified contracts for the general trades of flooring, roofing, and painting. There will be no additional ordinances related to the 2019A debt certificate issued for the Early Childhood Learning Center after this has been approved by the Board.

Stanko moved to recommend to the Board of Commissioners Ordinance O-2019-20-12, an Ordinance Identifying Work Contracts to an Installment Purchase Agreement heretofore entered into by the Cary Park District, McHenry County Illinois. Second by Murphy.

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

The first Discussion Item was Project Scope, Outdoor Aquatic Park.

Jones explained this item was added since some Commissioners are interested in adding an indoor component to the Outdoor Aquatic Park project. If the Board is interested in having additional discussion on this item, staff needs to know so preparations can take place.

Frangiamore stated an indoor pool should be part of an indoor recreation facility. He is also concerned with the operating expenses of an indoor aquatic facility. He does not feel this belongs as part of this project.

Victor stated the members of the community she has spoken with believe the aquatic facility is indoor/outdoor. She doesn't think putting a retractable roof on would be as costly, and having this feature so the facility could be used year-round would recoup the cost. She wants a roof over the aquatic facility area so the swim team could use it as well as seniors. She feels that many organizations would use it if it were to be built.

Murphy said that he looked into this item and he is open minded to an enclosure being over the lap pool. He asked if there was a way to enclose the lap pool that is cost effective and doesn't increase operational costs. He suggested the possibility of saving money by not building a standalone slide at this time and using that money to put on a roof. He said that if the full amount of the PARC grant were awarded, that could be used to make a roof for part of the aquatic facility. He has seen feasibility studies from other districts and there is an inverse relationship with the operational costs. He is open to the idea, but doesn't want to undue the work done to date.

Stanko stated two things he's heard are "people would use it" and "cost effective." He said there is a Sage YMCA pool and if they were overrun and considering building another one, there would be some merit to adding an enclosure, but that is not happening. There has been some suggestion that it is too expensive at the YMCA, but he feels that the YMCA is just trying to cover the operational costs of the pool. He doesn't know where resources would become available to cover the extra operational costs of a year-round pool. He doesn't think an indoor aquatic facility is practical, fiscally responsible, or within the reach of what the Park District has available for resources. He then asked where the money was going to be coming for the 13 additional items added to the new Action Plan update. Stanko explained there is an obligation to all park users and not just residents who would utilize a pool.

Renner stated he is glad this item is being discussed this evening. He doesn't think this needs to be researched any further due to the proximity of several other pools in the area. He said there were several meetings held previously with Stakeholders and D155 and an enclosed pool was not an item that was a high priority. He doesn't see a demand for indoor pool use from the community.

Frangiamore asked for a straw poll, and Stanko, Renner, and Frangiamore are not in favor. Victor and Murphy were in favor.

Stanko said he isn't opposed, but the resources don't exist for this project.

The next Discussion Item was Capital Equipment Replacement Fund, Foxford Hills Golf Club Golf Cars.

Jones explained President Frangiamore asked for this item to be added to the agenda. The addition of capital items to the CERF was recently made. Jones explained corporate funds can't be used to replace a whole fleet of golf carts. Staff recommends using the same practice as done in the past. The golf course should be self-sustaining, and if golf cart replacement was added to the CERF, that is moving away from that philosophy. The capital items in the CERF fund for Foxford Hills Golf Club should be moved slowly back to the golf course fund. There is also an intercompany loan between the golf course and the corporate fund. A discussion will need to occur by this Board with what needs to be done with the intercompany loan. Jones asked if the Board would want the golf course to pay back this loan when the course is paid off. Krueger said it would take several years.

Stanko said this item will need to be discussed in the future. The CERF is great in the fact that it's saving money for future purchases. There is value in not having to repay the intercompany loan if there is a better plan.

Stanko asked when the Park District was paying off the debt on the golf course, and Krueger said a majority of the debt will be paid off this December. He then asked about the cash assets that are generated from the golf course that are now going to get freed up. Krueger said once the debt payments are paid off, a re-evaluation of capital item purchased by the golf course should be completed. She explained that after the golf course is paid off, the staff will have a greater clarity on what will be available.

Frangiamore stated the loan discussion will be put on the agenda in the future.

The next Discussion Item was Schedule, Performance Review, Executive Director.

Jones explained that in years past there was a separate Executive Director Review Committee that met in February, but has been replaced by the COW. He provided a schedule that reflects dates and a timeline used last year for the review of the Executive Director. He asked if there were any questions on the schedule provided. There were no questions from the Committee. Frangiamore directed the Executive Director to distribute the review materials according to the schedule discussed.

The final Discussion Item was Commissioner Recap, 2020 IPRA/IAPD Annual Conference.

Jones stated Stanko requested this item be added to the agenda.

Stanko said that he would like each Commissioner to provide takeaways from the 2020 IAPD/IPRA Conference. He said that he went to a compassionate leadership seminar that was really good. There was a lot of thoughtful things connected to emotional intelligence. He saw some heavy duty exercise equipment in the expo that could be placed in parks or for use on the trails. He saw info signs from a company in Pennsylvania that would be good for interpretive signs. He attended a session on making a memorial arboretum, and an idea came out of it that maybe some planting of trees in the parks or if people want to donate a tree, that is a possibility. He loved the outdoor dog wash station, and this is an item he would want discussed in the future.

Murphy said it was his first conference and it was very enlightening. He had a lot of takeaways. He stuck to the new board member seminars. Networking with other Commissioners from other districts was meaningful. He enjoyed having the time to spend with Commissioners on our Board outside of the meeting setting and getting to know people on a more personal level. He went to a seminar on Roberts Rules which was very informative. He didn't spend as much time in the exhibit hall as he would have liked. He also enjoyed the awards luncheon.

Victor said networking and learning what other park districts are doing was fun. One big takeaway was a park district app. She thinks that would be something she would like to see explored by staff in the future. She also loved the outdoor dog wash station. She also likes the fitness components for the trails and it is something that can be used by all of the community. She went to a session on partnership with villages, and she enjoyed the Boardmanship session.

Renner had discussions with vendors about aquatic facility construction. He also had discussions with private vs public facilities. He went to a session on challenging situations. He also enjoyed seeing Jared Payton.

Motion by Stanko to adjourn. Second by Renner.

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

Meeting adjourned at 9:46 PM.

Daniel C. Jones, Secretary
Park District Board of Commissioners