

Cary Park District
Board of Commissioners
Committee of the Whole Meeting
January 12, 2023
7:00 PM
Community Center
255 Briargate Road
Cary, IL

Minutes

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

Staff Present: Jones, Kelly, Horn, Krueger, Hall, Rogus, Raica, Barge.

Guests Present: Brian Dawson

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

The Pledge of Allegiance was recited.

Renner asked if there were any matters from the Public, Commissioners, and staff.

No matters from the public.

Under matters from Commissioners, Victor shared she has been appointed to serve on the Board of the Illinois Association of Park Districts. Renner shared he will be co-chair of The Joint Distinguished Accreditation Committee. Commissioners and staff extended their congratulations to both Commissioners.

Under matters from staff, Jones introduced Becky Horn, who recently rejoined the staff. He also reminded Commissioners to review recent emails that were sent out regarding Conference matters that require RSVPs, Conference expenses and the annual apparel order.

The minutes from the December 8, 2022 COW meeting were presented for approval.

Stanko moved to approve the minutes as presented. Second by Frangiamore.

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

The first Direction Item was, Addition of Full Time Park Specialist position. Jones stated that staff has requested to add a full time position this February. He pointed out adding a full time position would typically happen at the start of a new fiscal year, but staff feel there is a need to bring this to the Board now due to spring and summer workload for the department. Rogus stated in 2021, rather than rehiring a full time Safety Risk Manager (SRM), like for like, the duties of that position were divided up amongst various employees, which led to creating the Park Specialist-Safety (PS-S) role. Rogus said the role was

filled internally and the employee focused 50% on Park Specialist duties and 50% on Safety duties. He stated the department went through the summer 2022 season with this arrangement, but at the end of the season, PS-S felt there was some items that could use more attention on the Safety and Risk Management side and the split of the position was becoming more 80/20. Rogus, Jones and Kelly have had discussions and came to agreement that there is a need for a full time SRM position in the District. Rogus stated once PS-S transitions to full time SRM, the Parks Department will go from seven Park Specialists down to six. He said the goal is to also get SRM transitioned prior to summer to give adequate time to coordinate with Recreation and other depts. before May. Rogus noted spring is the busiest time of year and losing a Park Specialist would hurt the department. He also noted there has been a cost savings in the department due to difficulties filling other roles. Rogus reiterated how important it is to make this transition now, rather than waiting until the new fiscal year.

Renner asked for discussion. Stanko stated he thinks it is wise to make this transition now. He also wanted to note the importance of remaining open minded as a Board to assure there is adequate staffing to meet the needs during the busy summer months. Frangiamore agreed and felt some areas of the District may not have received enough attention last year due to the focus of opening of Sunburst Bay. He mentioned the possibility of replacing some of the part time positions with full time positions if necessary to keep up with the needs of the Department. Renner agreed with moving forward at this time.

Stanko moved to recommend Board approval to add one full time staff position with the title of Park Specialist to be implemented in the current fiscal year. Second by Victor.

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

The second Direction Item was, Hillhurst Park- Village of Cary Request, Municipal Utility Easement. Jones reviewed the visuals of the park and easement. He stated the Village already has existing utilities at this site that support that sub division and those utilities will remain in that location, but the Village is looking to add an emergency generator at the site. Jones stated there is no legal document for these utilities being on park property, therefore the goal is to get an easement in place to protect both parties. He noted the Village developed the draft easement and Attorney Puma has reviewed it. Jones stated the Village wanted to get the concrete pad for this project poured in fall 2022 and Jones did grant them permission to do so.

Renner asked for discussion. Stanko asked about the distance from the lot line on the west end of the easement to the pump station pits. Rogus stated the concrete pad is closer to the siren pole. Stanko expressed concerns about a future bike trail connection from Sands Main Street Prairie through that area and felt this piece of property is important. Renner questioned that a bike path through that area has been discussed. Raica confirmed the bike trail is in the Comprehensive Master Plan and also gave some insight on whether a bike path is possible. Victor expressed concern about the liability having a bike path in that area.

Frangiamore moved to recommend Board of Commissioner approval to grant a Municipal Utility Easement to the Village of Cary. Second by Victor

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

The first Discussion Item was, 2023 Action Plan Update. Jones stated staff was directed to update the Action Plan to reflect moving up the time frame of an update to the Comprehensive Master Plan (CMP), which an update was last completed in 2016. He highlighted some modifications and added items like the annexation of a portion of Hoffman Park, Sale of Property, Distinguished Accreditation and Skate Park replacement, as well as some items to be considered in the next CMP update. Jones pointed out this plan extends through an additional fiscal year. He noted this information was being shared to highlight this is a big project, but the Board may choose to speed the process up by skipping through some steps. Although staff does not recommend this practice, it can be done. Jones referred back to the last meeting where the Board asked for staff to weigh in on the work load of the project, and Jones felt this is a challenging question and reiterated that staff will follow through on whichever direction the Board takes with this. He highlighted the three projects that are currently underway and felt that adding more onto that right now is an aggressive path to take. Jones made note of some of the challenges that District will be facing in the upcoming months such as the pressured labor market, the new electronic software process for Distinguished Accreditation, and update or explore options to replace the District's current financial software that will no longer be supported.

Renner started the discussion by referring to the timeline and felt the Board does have time to come to a decision on this. Stanko felt the success of the present CMP is related to time, quality and effort that was put in when it was developed. He does not want to rush the process and felt it is critical to take time without taking shortcuts. Frangiamore stated he agrees with Stanko, and after revisiting the topic and information provided, he does not feel moving the CMP update timeframe up is the best action at this time. He would like the District to continue to stay focused on maintaining existing assets, physically and operationally, and would like to move the CMP back to the original timeframe as shown in Action Plan 2022. Victor stated she does not want to put extra pressure on the District and would like to leave CMP as is on the Action Plan 2022. She added there are enough items to focus on right now and doesn't feel it is necessary to rush through the process. Renner stated he likes the updated Action Plan and adjusted timeframe for the CMP. He mentioned he has heard at conferences about the changes in peoples interests in the area of recreation due to COVID, and how habits and expectations have changed. Renner felt the adjusted timeframe is reasonable and is in favor of moving the plan up a year. He noted it is important to look at what the community wants. Renner read aloud Commissioner Carasso's comments emailed prior to the meeting. Stanko asked the Board to consider moving the Lions Parking Lot Replacement project back a quarter. Renner asked for further comments. Victor reiterated she does not want to rush, and is concerned about the Community Pool Demo project. She stated she does not want the space to sit empty as there is and will continue to be need for space as programming grows. Frangiamore commented that the Lions Park parking lot is in rough shape, and he does not want to see that project get pushed back. He expressed that he felt the community's opinions will continue to change and does not feel the Board should focus in on those opinions as much when approaching this decision. Renner stated by the time the Board begins the CMP update process, there would not be as much added pressure surrounding the District. Stanko asked "if the Lions Park parking lot project is moved up, how does that affect the other phases of the project? Would those move up as well?" Jones replied once design and engineering phases begin, more realistic timeframes will come into focus based on the amount of work that needs to be done. Jones encouraged the Board to look at the timeframes for items in Action Plan draft as a starting point and that once the item is underway the true timeline for the outcome will become better known. Jones asked if there is anything else the Board would like provided prior to the next meeting. Renner stated no.

Victor moved to enter Closed Session to discuss, Acquisition, Purchase or Lease of Land. Second by Frangiamore.

Roll Call: Yes – Victor, Frangiamore, Stanko, and Renner. Motion carried.

The Board entered Closed Session at 8:26pm.

Renner reconvened Open Session at 8:34pm.

Renner stated that in Closed Session the Board discussed, Acquisition, Purchase or Lease of Land.

Renner asked for a motion to adjourn.

Motion to adjourn the meeting by Stanko. Second by Victor

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

Meeting adjourned at 8:35pm.



Daniel C. Jones, Secretary
Park District Board of Commissioners