

Cary Park District
Board of Commissioners
Committee of the Whole Meeting
April 13, 2023
7:00 PM
Community Center
255 Briargate Road
Cary, IL

Minutes

Board Members Present: Stanko, Frangiamore, Victor, Renner

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

Guests Present: Attorney Scott Puma

Public Present: Peter Spizzirri

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

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

Under Matters from the Public, Peter Spizzirri spoke about his involvement in the Dance community and the desire for the Park District to add a concrete apron to the front of the Lions Park Bandshell. He shared the variety of ways the concrete apron can be used from dance classes/lessons, to event setups, community group gatherings, weddings, etc. Peter expressed his passion for dancing and being involved in the very welcoming dance community.

Under Matters from Commissioners, Frangiamore stated himself and few other Commissioners, along with Executive Director (ED) Jones, attended a meeting at the Village of Cary Wednesday evening in regard to the proposed TIF.

Under Matters from Staff, Executive Director Jones stated the electronic sign repair at Jaycee Park will be completed at the end of this week. He provided an update on the final projects being completed at Sunburst Bay Aquatic Center this week. Jones briefly reviewed the next steps for the Board to take in regard to the Village's TIF. He stated he understood the TIF Eligibility Report will be finalized by the Village of Cary in May and a Joint Review Board meeting would take place in June. Jones encouraged the Board to review the items the Village has posted on their website and to communicate with him any further questions, comments, or concerns so there can be further conversations had with the appropriate resources. Deputy Director Kelly provided an update on the Community Pool Demolition project. She stated pre-demo work was completed this past week and the contractor and crew will be on site starting Monday, April 17.

The minutes from the March 9, 2023 COW meeting were presented for approval.

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

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

The first Direction Item was Purchase of Playground Equipment for Bristol Park and Brittany Park. Jones presented the information in the absence of Director of Planning and Development (DPD) Raica. Jones stated the FY2023-24 budget includes the replacement of the playground and site improvements for both parks. He shared Raica has completed studies of both park sites and reviewed ADA compliance information to help him narrow down the replacement plans to two concepts, which were then presented to the public for input. Jones noted since COVID, the Park District has had great success with using QR codes to help direct community members to specific information. Director of Communications and Marketing Hughes created postcards with QR codes that were mailed out to the residents within 250 ft. of Brittany Park and within 500 ft. of Bristol Park. Jones stated the QR code provided led the residents to a virtual link that contained several 3-D renderings of the proposed playground equipment, 2-D graphics of the layout, and images of play equipment for their respective park. He stated the virtual link also allowed residents to complete a survey/questionnaire based on the information provided to them. Jones shared that staff received great feedback on both surveys and highlighted the fact that staff has seen an increase in virtual survey responses compared to in-person open house responses that have been held in previous years for similar projects. Jones stated in the past, staff would bring the entire replacement project before the Board for approval. He explained the reason behind bringing just the playground equipment to the Board for approval now is due to the estimated timeframe of 5-6 months to receive the equipment, which has generally been 3-4 months in the past. Jones stated staff would come back in July to request approval to bid the other portions of the project which include the demolition of old equipment, site prep and work, and installation of the new equipment. He stated staff would open bids in August and the projects would be complete by Spring 2024. Stanko pointed out there are no benches shown in Concept 2 for the Bristol Park project, but was shown in other concepts. He felt it is important to have those added on for residents to see since that is important to community members. Jones noted that these renderings are for the play equipment and prepared by the playground vendor, both benches and picnic tables are included in the projects. Jones stated he would seek to have the graphics updated with the vendor. He confirmed there are four benches and two accessible picnic tables planned for the Bristol Park site.

Victor moved to recommend Board of Commissioners the purchase of play equipment for Bristol Park and Brittany Park Playgrounds through the Sourcewell Cooperative Purchase Program from Landscape Structures, Inc. Delano, MN for a sum total not to exceed \$156,000. Second by Frangiamore.

Roll call vote: Yes – Frangiamore, Victor, Stanko, Renner. No – none. Motion carried.

The second Direction Item was Revisions to Policies 4-022 Employee Business Related Expenses and 1-101 Board Member Business Related Expenses. Jones stated revisions were made to the policies noted after the most recent conference, staff and the Board attended in January. Kelly reviewed the two policies and noted situations in when they might be used. She explained the revisions were made to better streamline the processes and guidelines with regard to what expenses are covered by the Park District versus what is covered by the employee, and to remain consistent across the agency. Kelly stated some of the major changes in Policy 4-022.r1 included information on how to complete an

Expense Report, charges made to employee's P-Cards, practices for sharing expenses with other employees, and formalized information in regard to travel, meals, lodging, etc. Kelly stated a lot of the modified information in Policy 1-010.r3 stayed consistent with the modified information in Policy 4-022.r1. She noted there were some modifications made to Policy 1-010.r3 and 4-022.r1 Attachment A, Expense Reports, which included minor updates to the language, added a Supervisor signature line, and Date Received by Finance line. Stanko pointed out a minor grammatical mistake in Policy 1-010.r3 in line #11, it should read "not accepted", instead of "not accept".

Frangiamore moved to recommend Board of Commissioners approval of Policy 1-010.r3 Board Member Business Related Expenses, Policy 1-010.r3 and 4-022.r1 Attachment A, Expense Report and Policy 4-022.r1 Employee Business Related Expenses. Second by Victor.

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

The third Direction Item was Ordinance O-2022-23-09, An Ordinance Authorizing the Sale or Conveyance of Personal Property Belonging to the Cary Park District. Kelly stated equipment valued at \$500 or greater at the time of purchase must have Board approval before the items can be disposed. She reviewed items on the disposal list which included items from both the Park & Facility Maintenance Department and Foxford Hills Golf Club, as well as some old computers, monitors and miscellaneous computer equipment with an older operating system. Kelly also noted there are four items being relisted at a lower minimum bid due to not reaching the price threshold in auctions from previous Ordinances. Kelly pointed out to the Board when they are reviewing the complete list of items provided to them, some items do show a minimum bid listed, where other items may not.

Stanko moved to recommend Board of Commissioners approval of Ordinance O-2022-23-09, Disposal of Property. Second by Frangiamore.

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

The last Direction Item was Resolution R-2022-23-03, A Resolution to Support National Bicycle Month. Kelly stated as part of the McHenry County Active Transportation Workgroup, the Park District has been asked to support the designation of National bicycle Month in May 2023. She explained this Resolution encourages residents to take opportunities to get out and ride bikes whether it's for fitness, recreation, to and from work, etc. Kelly noted Wednesday, May 3 is National Bike & Roll to School Day.

Victor moved to recommend Board of Commissioners approval of Resolution R-2022-23-03, A Resolution for National Bicycle Month in May 2023. Second by Frangiamore.

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

Renner asked for motion to enter close session.

Stanko moved to enter Closed Session to discuss, Sale or Lease of Land (5 ILCS 120/2 © (6)) and Appointment, Employment, Compensation, Discipline, Performance of Specific Employees (5 ILCS 120/2 © (1)). Second by Victor.

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

The Board entered Closed Session at 8:01pm.

Renner reconvened Open Session at 8:47pm.

Renner stated that in Closed Session the Board discussed Sale or Lease of Land and Appointment, Employment, Compensation, Discipline, Performance of Specific Employees.

Renner asked for a motion to adjourn.

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

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

Meeting adjourned at 9:20pm.



Daniel C. Jones, Secretary
Park District Board of Commissioners