

Cary Park District
Board of Commissioners
Committee of the Whole Meeting
June 8, 2023
7:00 PM
Community Center
255 Briargate Road
Cary, IL

Minutes

Board Members Present: Stanko, Victor, Renner

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

Guests Present: Jeff Strzalka, HR Green

Public Present: Jenay DiOrio, Mike DiOrio, Laura Tuman , Alan Tuman

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

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

No Matters from the Public.

Under Matters from Commissioners, Victor shared she hosted an after-hours rental at Sunburst Bay Aquatic Center (SBAC) last weekend for family and friends. She wanted to pass along the many compliments she received from her guests on the cleanliness of the facility and how wonderful all the staff was. Victor was very grateful for the great experience.

Under Matters from Staff, Jones shared a brief update from the Joint Review Board (JRB) meeting at the Village of Cary (VOC) in regard to the TIF on June 7, 2023. Jones and President Victor attended the meeting to represent the Park District. He stated all members of the JRB attended the meeting, except for McHenry County College and Algonquin Township. The meeting consisted of a presentation from the TIF consultant, an overview provided by the VOC attorney, public comment and questions from the JRB members. The meeting was continued to June 27, 2023. Jones stated the letter the Board directed him to send was sent June 5 and now just waiting for a response. He further stated the Board should continue discussion of this matter at the Board meeting on June 22, 2023 and provide direction to the Executive Director related to representing the Board at the June 27, 2023 JRB meeting. Victor reiterated to the Board the meeting on June 7 was not adjourned, it was continued.

The minutes from the May 11, 2023 COW meeting were presented for approval.

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

Stanko stated part of his comment under Matters from Commissioners (page 4) on May 11, 2023 was not fully captured in the minutes. He requested his comment regarding an article he read includes his desire to improve bike trail signage of the Park District as part of the next Comprehensive Master Plan update.

Voice vote: Yes - 3. No - None. Motion carried.

The first Direction Item was Replacement of 2010 Ford Multi-Functional School Activity Bus Fourteen (14) Passenger. Superintendent of Recreation Hall, stated the replacement of this vehicle was included in the FY2023-24 budget. She shared this bus is used for a variety of programs such as Senior trips, Preschool field trips, Day-Off trips, Teen trips, and E.T. KidZone on a daily basis for the past two school years. Hall stated three bids were received and opened on May 18. After Hall and Parks Mechanic Sutalski, reviewed the bids, she stated they recommend the bid from Best Bus Sales, Des Plaines, IL in the amount of \$99,790.00. She further stated that although this bid came in \$40 more than the lowest bid, Best Bus Sales agreed to deliver the bus by April 30, 2024, whereas the lowest bid did not agree to that timeline.

Stanko moved to recommend Board of Commissioners approve the purchase of a 2024 Ford Microbird fourteen passenger Multi-Function School Activity Bus from Best Bus Sales, Des Plaines, IL in the amount of \$99,790.00. Second by Renner.

Renner asked for confirmation that this bus will be non-ADA. Hall responded yes, the other bus the Park District owns is an ADA bus. Renner also asked if this bus takes regular fuel. Hall responded, yes, regular fuel, no diesel.

Voice vote: Yes - 3. No - None. Motion carried.

The second Direction Item was Lions Parking Lot- Engineering Services Agreement HR Green. Superintendent of Park & Facility Maintenance Rogus, stated staff has begun taking the first steps in the Lions Park Parking Lot replacement project, which is part of the 2016 CMP update. Rogus stated himself and Director of Planning & Development Raica, have sought proposals from two engineering firms who provided detailed proposals for the construction project, and after many discussions with both firms, along with careful review and consideration, staff believe HR Green of McHenry is the most qualified to meet the project engineering needs and site goals. Rogus shared HR Green has worked with the Park District on multiple projects in the past including the Hoffman Park ITEP Trail project and Sunburst Bay Aquatic Center. Raica walked the Board through the proposed timeline for the project. He stated the discovery phase of the project will take place towards the end of this summer and into early fall, with preliminary engineering plan with staff and HR Green starting late fall. Raica stated after discussions amongst the Parks department and Recreation department, it was determined the best time to start construction would be July 2024, after Summer Celebration. He further stated construction is planned to be done in a single phase and completed by late fall 2024. Raica shared staff has also begun investigating formal agreements with Aptar for sharing cost of construction and maintenance for the shared access drive off Silver Lake Road. Raica walked the Board through an overview of the FY2024-25 capital budget of \$1,350,000 for the replacement project, which includes full and complete pavement reconstruction, construction observation and testing services, 10% construction contingency, 5% design contingency, and 5% inflation project escalation.

Stanko asked for confirmation the \$1.35M does not include the amount budgeted for this fiscal year. Raica responded, yes, that amount does not include the \$75,000 in the capital budget for this fiscal year. Stanko also asked what programs will be impacted by this project and how much will they be impacted? Rogus reiterated the desire from the Recreation department to wait until after Summer Celebration is over to begin. Hall stated July and August are typically the slower summer months at Lions Park, but programs such as league rentals, summer concerts, and other recreation programs and events may require some modifications to end dates or locations to accommodate the project. She further stated the church parking lot may be an option for parking during the project, if they give the Park District permission to use it. Stanko asked if any sewer or water line work is involved in the project to connect the maintenance buildings to Village water and sewer. Raica responded they hadn't taken that into consideration since this is a replacement project, not an infrastructure project. Jones stated the run to connect sewer/water across the street is over 1,000 ft. and would be very costly to do. He stated that this was explored during the Lions Park Revitalization Project completed in 2018-19. He further stated doing that work is far beyond the scope of this project, was not discussed as an option for the project by the Board and therefore staff and HR Green did not look into this option at all. Stanko inquired if we would have the ability to connect to the existing lines already put in during the Lions Park Revitalization Project. Jones responded no.

Renner agreed with the desire to complete the project in one single phase to avoid additional costs. He asked if there were plans for parking lot lighting. Raica responded no, this project is a replacement of the pavement, therefore no lighting is included. Renner expressed the importance of getting enough detail in the scope to implement items that may be required for this project, enough detail to build.

Stanko moved to recommend Board of Commissioners approval of Lions Parking Lot Improvements Engineering Services Agreement with HR Green of McHenry, Illinois in an amount not to exceed \$67,300.00. Second by Renner.

Voice vote: Yes - 3. No - None. Motion carried.

The next Direction Item was the FY2023-24, ED Work Initiatives. Jones stated each year the Board approves a set of work initiatives for the Executive Director (ED), which provides direction, focus and for use as a facet for the ED performance evaluation. He stated the ED provided an update on the progress of the items listed in the Work Initiatives in July, November, February, early March, and a final time in April.

Renner moved to recommend Board of Commissioners approval of FY2023-24 Executive Director Work Initiatives. Second by Stanko.

Stanko expressed concern for the long standing interest in trying to bring back a reasonable scope of goals and initiatives. He stated this important document not only is a tool to help evaluate the ED, but a tool to measure the success of the Park District for the year. Stanko felt it is hard to find items to remove to bring the list down to a reasonable amount, but felt the list of 30 items is a lot. He stated one single line can be a huge task and deceptive to how much that task will entail, and that doesn't include the unexpected additions that will require time and attention such as SBAC, TIF consideration, Aptar access agreement, etc. Stanko felt this list is a lot of expectation for the ED and the Park District as a whole.

Victor asked Jones if he felt the items on the list are appropriate and achievable. Jones stated he did not have an answer to that question. He further stated the Board directed for these tasks to occur, therefore staff will do as they always do to get them completed.

Voice vote: Yes - 2. No - 1. Motion carried.

The fourth Direction Item was 2023 Commissioner Code of Conduct. Jones stated in off numbered years, after an election, the Board revisits the Commissioner Code of Conduct. He stated this last took place in 2021, and at that time, the document was shared with IAPD for updates to the content listed by staff prior to presentation to the Board. Jones further stated this is not a legal requirement for Board members to sign it, it is aspirational and there have been members in the past who have chosen not to, but on most occasions, Board members have chosen to sign it.

Renner moved to recommend Board of Commissioners approval of the Commissioner Code of Conduct and recommend that all Commissioners sign their name to it as a pledge to honor the code. Second by Stanko.

Renner stated this is a best practice by IAPD, but if Commissioners refuse to sign it, then he doesn't see the point of it. He stated that he fully supports the code and the items within it. Victor felt having the Code of Conduct is a good thing and is in favor of signing it.

Voice vote: Yes - 2. No - 1. Motion carried.

The final Direction Items were R-2023-24-01, A Resolution Recognizing July 2023 as National Park and Recreation Month and R-2023-24-02, A Resolution Recognizing July 21, 2023 as Park and Recreation Professionals Day. Director Hughes stated since 1985, July has been designated as National Recreation and Parks Month by the National Recreation and Park Association (NRPA). She shared the Park District has observed National Recreation and Park month for many years, and will ask the Village of Cary, Village of Trout Valley, and Village of Oakwood Hills to help celebrate through a proclamation as well. Hughes expressed the importance of celebrating our parks, trails, open spaces, recreation facilities, arts and cultural departments, park and recreation professionals, and citizens are doing year round to improve the quality of life for the community. In addition to that, Hughes stated NRPA designated July 21 as Park and Recreation Professionals Day, to celebrate the dedicated professionals who build strong, vibrant, and resilient community through parks and recreation. She added this is a new Resolution being presented.

Stanko moved to recommend Board of Commissioners approval of R-2023-24-01, A Resolution Recognizing July 2023 as National Park and Recreation Month. Second by Renner.

Voice vote: Yes - 3. No - None. Motion carried.

Stanko moved to recommend Board of Commissioners approval of R-2023-24-02, A Resolution Recognizing July 21, 2023 as Park and Recreation Professionals Day. Second by Renner.

Voice vote: Yes - 3. No - None. Motion carried.

Victor asked for a motion to adjourn.

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

Voice vote: Yes – 3. No – None. Motion carried.

Meeting adjourned at 7:48pm.

A handwritten signature in dark ink, appearing to read 'D. Jones', is written over a horizontal line.

Daniel C. Jones, Secretary
Park District Board of Commissioners