

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

### **Minutes**

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

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

Public Present: Mike Linsner, Brian Dawson

President Victor called the meeting to order at 7:12 PM.

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

No Matters from the Public.

Under Matters from Commissioners, none.

Under Matters from Staff, none.

The minutes from the June 8, 2023 COW meeting were presented for approval.

***Stanko moved to approve the minutes as presented. Second by Carasso.***

Voice vote: Yes – 4. No - None. Abstain – 1. Motion carried.

The first Direction Item was Purchase Price Change - 2023 Ford F-150 XL 4WD Super Cab. Deputy Director Kelly stated on September 29, 2022, the Board approved the replacement of the 2013 F-150 Super Crew truck through Sourcewell Cooperative Purchase Program from National Auto Fleet Group, in the amount of \$44,222.07. She further stated after placing the order, staff was given a lead time of 8-10 weeks, but unfortunately the truck is still awaiting production at this time. Kelly shared Superintendent Rogus was contacted on June 23, 2023 by National Auto Fleet Group to inform him they are making modifications to orders, which include switching to the 3.5 V6 Eco Boost engine due to the previous engine selected being unavailable, and removing the running boards due to lack of inventory. She informed the Board these changes, along with a \$500 change in the original MSRP list price, results in a new purchase price of \$45,300.76, which is an increase of \$1,078.69 from the approved purchase price in September 2022. Kelly stated staff had to reply back the same day for the vehicle to remain in the queue, therefore, staff had some discussion and agreed to accept the recommended modifications and

price increase. Kelly explained the purpose of bringing this forward was to make the Board aware of the changes.

***Carasso moved to recommend Board approval of a \$1,078.69 increase to the original purchase price for the 2023 Ford F-150 XL 4WD Super Cab through Sourcewell Cooperative Purchase Program from National Auto Fleet Group, Watsonville, California resulting in a new purchase price of \$45,300.76. Second by Frangiamore.***

Stanko asked what amount was originally budgeted for this replacement. Jones responded the amount was \$39,100.00. Stanko asked if the 3.5 V6 Eco Boost engine will provide enough horsepower. Kelly responded yes, this truck is used by the Superintendent of Park & Facility Maintenance, therefore it does not plow snow and is not used to pull trailers often, so it will be sufficient. Frangiamore added the Eco Boost will help give it more horsepower.

Roll Call vote: Yes – Renner, Carasso, Stanko, Frangiamore, Victor. No – None. Motion carried.

The second Direction Item was 2023 Commissioner Code of Conduct. Renner started by asking Stanko what edits the Board can consider making so that he is comfortable signing the code of conduct. Stanko responded he is concerned with the number of items and that many of those items are more policy based and should not be in a code of conduct, for example, #16 “Evaluate the executive annually”. In order to make this acceptable, Stanko reiterated it needs to be pared down to necessary items. Stanko shared he has recently read two books in regard to codes of conduct and passed out some printed information for Commissioners to review. Renner asked Stanko which specific items he has concerns about. Stanko responded numbers 1, 2, 5, 7, 12, 16-20. Renner asked how Stanko arrived at all of those issues. Stanko responded he read through a lot of information and identified what is essential. Renner followed up with a question in regard to the wording of the items listed, such as #17 that reads “Participate in community activities”. He asked if using the word “participate” bothered him. Stanko replied it is inappropriate to include an item like that in the code of conduct because it is an expectation. He pointed out another example, #18 “Participate in Board development opportunities” or # 23 “Make a committed effort to continuing education and to be well informed about issues and trends that could affect the agency”. Stanko felt it should be his preference, similar to how he may choose or choose not to attend the annual conferences. He stated he may attend other events or read books related to a specific topic, but just because he does that, doesn’t mean he is not conducting himself appropriately as a Board member. Stanko reiterated he is not comfortable sign the code of conduct. Carasso stated she agrees with a lot of the points Stanko was making and inquired about the Board creating a whole new code of conduct. Frangiamore agreed with the previous comments and felt this is about commitment to all the people of the community. Carasso expressed how important it is to have a more in depth conversation about this code of conduct so all Board members are on the same page and feel comfortable signing it. Stanko stated he was elected to govern and that is his responsibility, not to participate in activities. Victor agreed the Board needs to have further discussion on this topic at a future meeting to come up with new ideas and build their own code of conduct as a Board. Victor asked Commissioners to come to the meeting prepared with ideas of what they want to see listed in the code of conduct and asked that any information Commissioners want to share with the rest of the Board gets sent out before the meeting so there is time to review and process all the information. The Board agreed to bring this item back to the Committee of the Whole meeting on September 14, 2023. Jones asked Commissioners to send him any

information they wish to share with the other Board members and he will take care of sending that out prior to the meeting.

The next Direction Item was Direction to Let the Bid- Bristol & Brittany Park Playgrounds. Director of Planning & Development, Raica, stated back in April, the Board of Commissioners authorized staff to purchase the play equipment for both Brittany and Bristol Park replacement projects. He further stated to continue moving forward with each project, the next step is to release the bid for the construction portion of the project, which will include labor for demolition and removal of play equipment, site grading for new playground pad, site best management practices, installation of Park District acquired play equipment, and installation of playground safety surfacing materials. Raica stated the final design/bid letting EOPC (estimate of opinion of probable cost) for Bristol Park is estimated at \$178,184.00 and Brittany Park is estimated at \$228,613.00. He explained the Park District portion of the EOPC includes the cooperative purchase of the play equipment, 10% construction contingency for each, and fees for park site ancillary items, layout and testing. Raica stated the bid opening will take place on August 3, 2023 and the results will be presented to the Board of Commissioners at the Board meeting on August 24, 2023.

***Renner moved to direct the Executive Director to let the bid for the Bristol and Brittany Park Playgrounds project and bring the results of the process before the Board of Commissioners for final consideration. Second by Frangiamore.***

Frangiamore stated he reviewed the information provided and everything looked good. He asked Raica if he has seen an increase in costs. Raica responded yes. Stanko asked why there was such a difference in costs between the two park projects. Raica responded it comes from a variety of factors such as projected population, cost of equipment, layout of the site, and other necessary site modifications necessary due to items like ADA compliance.

Roll Call vote: Yes – Renner, Carasso, Stanko, Frangiamore, Victor. No - none. Motion carried.

The fourth Direction Item was New- Policy 7-006 Outside Request for Donations. Hughes stated this policy was developed as part of the continued goal to build out policies to address and reflect current matters experienced in agency operations. Hughes explained the Park District receives requests for donations for fundraising events hosted by schools, foundations, service groups and municipalities. She continued to explain the fulfillment of these requests have ranged from gift certificates for memberships to facilities, one day visits to facilities, monetary gift certificates that can be used for payment for programs or memberships, and goods such as pencils, pends, chip clips, etc. Hughes stated since Sunburst Bay Aquatic Center (SBAC) opened, staff have seen more donation requests than ever before. She shared staff would typically receive 5-6 requests per year, and this year, they have already received 25 requests since January. She further stated some of the requests have been made by organizations outside of Cary Park District boundaries or who have never made a request before. Hughes stated the desire from staff moving forward is to have a different framework to work in when handling these requests.

***Renner moved to recommend Board of Commissioners approval of Policy 7-006, Outside Requests for Donations. Second by Frangiamore.***

Stanko asked if there can be language added to #2 to help groups outside of Cary understand and provide clarity that the Park District will work to fulfill their requests, but understand the residents and tax payers are their top priority. Victor and Carasso both agreed Stanko's request was important to add in. Frangiamore pointed out that "should" in #6 needs to be changed to "must". Renner suggested NISRA be listed and treated as an organization within Cary boundaries, rather than an outside group. He also asked if Foxford Hills Golf Club (FHGC) is included in this policy. Jones responded FHGC typically handles their own requests, which is about 5-6 per year, and they use similar criteria to what the Park District is using. Hughes added he did have discussion with FHGC staff in regard to this policy. Stanko referred back to Renner's comment, adding that he would like to see NISRA be listed in #1, since their boundaries serve a number of areas, including our Cary, and our residents go to NISRA. Hughes stated the intent was always to include them as an eligible group, but it can be listed in there as well. Jones asked for confirmation from all Board members on the changes discussed, which included some added language to #2 to address outside group requests, changing "should" to "must", and adding NISRA to the list of eligible groups in #1. He added that he felt the added language to #2 should fall in the Policy Statement of the policy, rather than adding it into #2. All Board member agreed to the changes.

Voice vote: Yes - 5. No - 0. Motion carried.

The final Direction Items were Revision of 4-007 Employee Compensation and Benefits and Policy 4-021 Employee Education and Training. Krueger stated staff has made some updates to Policy 4-007 to comply with the taxability of fringe benefits per the IRS guidelines. Some of the changes included adding "fringe" before the word "benefit" into various places throughout the policy, adding Part-Time 1 employees to information in regard to paid time off, and provide further clarification on fringe benefits. Krueger stated another change was made in response to feedback from full-time staff via the internal Importance/Performance survey conducted earlier this year. She further stated the information was updated to include a full day holiday on both Christmas Eve and New Year's Eve, which were both previously half day holidays. Krueger moved on to updates in Policy 4-021, which included some clarification on potential tuition reimbursement and being taxable to the employee.

***Frangiamore moved to recommend to the Board of Commissioners approval of Policy 4-007.r4 Employee Compensation and Fringe Benefits and Policy 4-021.r3 Employee Education and Training. Second by Carasso.***

Stanko suggested moving "New Year's Day" to the end of the holiday list after "New Year's Day" to make it more user friendly to read. Frangiamore disagreed with Stanko's suggestion since those days fall in two different years and the list is meant to be in chronological order.

Roll Call vote: Yes – Renner, Carasso, Stanko, Frangiamore, Victor. No – None. Motion carried.

The first discussion item was 2023 Levy. Jones started the discussion by reiterating this is a discussion item to provide staff direction on this item. Krueger provided an extensive overview of the levy process along with past history for the agency on levy structure decision, EAV and new growth. She further stated that for the second year in a row, since PTELL was enacted, CPI exceeds the 5% limit or cap placed by PTELL at 6.5% this year. Krueger reviewed multiple options for the Board to discuss related to the levy request. Frangiamore stated he was in favor of option #2, especially if the Tax Increment

Financing #3 (TIF) is approved, there will be no increase for 23 years, therefore it will be important to capture new growth. Renner agreed with Frangiamore. Stanko asked for confirmation that option 3a would keep taxes the same. Jones responded no, if you want to keep taxes the same, you would go with option 4. Carasso agreed that option #2 was important because the Park District needs to capture the new growth. Victor stated she was also in favor of #2, especially with the proposed TIF and requests from the community for the Comprehensive Master Plan update. Jones confirmed the consensus of the Board was to move forward with preparing information for option #2, the Board agreed.

The second discussion item was Local Government Efficiency Committee. Jones stated he previously informed the Board of this new committee and wanted to confirm the first meeting in August. He explained the committee, is made up of the Board and two community members, who are required to meet at least 3 times. Jones stated the first meeting is currently scheduled for Thursday, August 24, 2023 and wanted to know from the Board what time they preferred to start this meeting. Since the meeting falls on the night of the Board meeting, Jones stated the Board could agree to hold this meeting prior to the 7:00pm Board meeting. Frangiamore asked if this is a separate meeting from the Board meeting. Jones confirmed yes, it would be a separate meeting, but still treated the same as any other public meeting. He explained this first meeting would be a kickoff/orientation meeting and should take about 45 minutes. The Board agreed to hold the first meeting on Thursday, August 24, 2023 at 6:15pm.

Victor asked for a motion to adjourn.

***Motion to adjourn the meeting by Renner. Second by Frangiamore.***

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

Meeting adjourned at 8:43 pm.



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Daniel C. Jones, Secretary  
Park District Board of Commissioners