

Cary Park District
Board of Commissioners
Committee of the Whole Meeting
September 14, 2023
7:00 PM
Community Center
255 Briargate Road
Cary, IL

Minutes

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

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

Guests Present: Erik Morimoto, Village of Cary (VOC) Administrator; Kealan Noonan, VOC Director of Public Works & Engineering, John Stein, VOC Deputy Director of Public Works; Ravi Jayarama, HR Green Consultant; Sylwia Kokoszka, HR Green Consultant.

Public Present: Mike Linsner, Al and Laura Tuman, Jenay DiOrio

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

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

Under Matters from the Public, none.

Under Matters from Commissioners, Stanko stated the Rotary Club of Cary-Grove recognizes community members each year for their acts of service in the community and those individuals are awarded with a check. He shared one of the recipients of the award asked for the check to be given to the Park District to use towards the Give Back Demonstration Gardens at Hoffman Park. Executive Director Jones accepted the check on behalf of the Park District. Renner shared he attended Sunburst Bay Aquatic Center (SBAC) on the last day of the season and it was very busy! He thanked the staff for their hard work and for a great summer.

Under Matters from Staff, Hughes shared the Best of the Fox 2023 plaques awarded to Foxford Hills Golf Course for being voted One of the Best Public Golf Courses in McHenry County and to SBAC for being voted One of the Best Swim Lesson Programs in McHenry County. Jones stated the plaques will be displayed at their appropriate facilities.

The minutes from the August 10, 2023 COW meeting were presented for approval.

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

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

The first Direction Item was, Request – Village of Cary, Water Main Extension through Hoffman Park. Erik Morimoto, Village of Cary (VOC) Administrator, began his presentation by identifying the VOC’s request for the Board to agree to an acceptable route for the proposed water main and temporary construction access through Hoffman Park. He reviewed some of the challenges in the water works industry today and the local and regional challenges Cary is facing, which include water system resiliency, perceived water quality, lack of utilities in the Route 31 corridor, and long-term ground water supply. Kealan Noonan, VOC Director of Public Works and Engineering, displayed multiple maps identifying the existing water system and the proposed project location. Sylwia Kokoszka, HR Green Consultant, walked the Board through the project funding sources which include a \$560,000 grant for the water main, and a public water supply loan from Illinois Environmental Protection Agency (IEPA) that would fund the remainder of the project, if approved. She stated the VOC has already been awarded the grant and is now in the process of applying for the loan, which would need to be submitted by the end of September as it take 6-7 months to be reviewed and approved. Kokoszka stated the VOC is seeking confirmation from the Board that it agrees with allowing such a project to take place on Park District property, and nothing more at this time. Kokoszka presented three potential plans for the proposed water main through Hoffman Park, labeled A-C. She explained the VOC is proposing to drill under the Hoffman Park bike path and using an open cut trench method for the rest of the project. Kokoszka stated the VOC is also requesting a 20-ft. permanent utility easement to construct the transmission water main that will connect to the Cambria subdivision and the new well location. She further stated the easement will be used for future maintenance of the water main and would take about 2 months to construct. Kokoszka noted the contractor would restore easement to existing conditions once construction is complete and HR Green would be on site full time during the project for observation. Kokoszka moved on to the other portion of the proposed project which is two options for a 20-ft. temporary construction easement for temporary access road off Route 31 for construction of the well in Rotary Park. She noted this portion of the project would take 18-24 months for construction and the contractor would again restore the easement to existing conditions when it is complete. Kokoszka stated the last request from the VOC is the ability to gain a 20-ft. permanent utility easement to bring electricity and natural gas to the proposed Water Treatment Plant in Rotary Park. Noonan reiterated at the end of the presentation the VOC is looking for general concurrence from the Board to continue with their plans and application for loans.

Stanko started the discussion by acknowledging the value and need for this project in the community, but has some concerns with the plans. He shared his first concern was discussions that are not being had now that may come up later down the line after “approval”, for example, sewer lines. He asked the VOC staff when the process for the grant was started and why wasn’t this brought to the Board sooner. Morimoto responded it was started in spring of 2023. He further explained the VOC did not receive the full amount from the grant and was not aware they would need to seek out additional funding, which is why this application process for the loan needs to move forward quickly to be considered. Stanko asked who will be responsible for paying for the legal or engineering costs the Park District may have. Morimoto responded the VOC is willing to work those costs out with the Park District and is open to coordinating fees for third party review of the proposed project. Stanko asked about an alternative route for the electric and gas lines presented. Renner responded because the route he suggested is on other property, it is not owned by the VOC. Stanko asked if the water line can be run down closer to Route 31 rather than in the middle of Park District property. Morimoto responded the option closest to Route 31 (B) is standard placement. He shared option A would be the ideal placement to minimize the chances of conflict with any future development. Frangiamore stated he understands and supports the need of this

project. He expressed his concern with the ability to stay within the 20-ft. easement without chance of disturbance to surrounding property. Frangiamore understands it is more difficult to go through Rotary Park for this project, but ultimately, it comes down to how this affects Park District property now and in the future. He would like to see the water main placed as far east as possible, which would make option C his preferred choice, but would like to see it go even further east than what is being presented. Frangiamore stated he would also like the proposed plans to be reviewed by an engineering firm to help determine the best placement for the Park District.

Renner stated he is excited about the potential of this project and the opportunities it would present for the community, but needs time to digest all the information being presented and to work through the due diligence process. Renner asked if the grant has an expiration date and if the IEPA funding can be moved to next year rather than this year. Morimoto responded there is not expiration date, but the grant the VOC was awarded is not enough to cover the costs of the project. Renner asked what will happen if the VOC is denied loans from the IEPA. Morimoto responded the VOC will be forced to make cuts in the Capital Improvement Plan to help fund the remainder of the project. Renner shared he is leaning towards option C. He asked why they have two water main diameters listed (8-inch and 12-inch), why not go with the 12-inch to avoid coming back down the road to upgrade the size. John Stein, VOC Deputy Director of Public Works, stated everything in the Cambria subdivision is 8-inch, therefore they would most likely go with 8-inch to accommodate that connection. He stated there is the ability to upgrade to larger pumps to accommodate future developments of that area. Carasso stated she does have concerns about the proposed project and is uncomfortable with the urgency being place on the Park District to respond. She agreed with Frangiamore and Renner about going further east on the property since the future of the property is unknown. Carasso reiterated she has an issue with the timing and wish the VOC would have approached the Park District about this sooner. Victor stated she wants to support the VOC with their plans, but explained this is not a decision the Board can make within the next two weeks. She further stated the Board will continue to have conversations about this proposal and review the proposal again at the Committee of the Whole meeting in October. Moritmoto stated the VOC never intended to rush the Park District, but understands their decision. He further stated the VOC will take the feedback they received from the Board and continue to develop additional options for their desire to move further east on the property. Victor shared she is grateful for the relationship with the VOC and looks forward to further discussion with them.

Stanko moved to recess the meeting for approximately five minutes. Second by Renner.

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

Victor called the meeting back to order at 8:47 PM.

The fifth Direction Item, Equipment Replacement – 2015 Jacobsen HR09016 T Wide Area Mower, was moved up on the agenda for discussion. Kelly stated funds totaling \$123,410.00 has been allocated within the FY2026-27 Capital Equipment Replacement Fund (CERF) to replace the 2015 Jacobsen HR-9016T Wide Area mower. She explained the mower was assigned a replacement timeline of 10 years and is not up for replacement in FY2023-24. Kelly stated this mower is used on a daily basis for cutting large grass areas such as athletic fields and is a critical piece of equipment to the overall grass cutting operation. Because of the challenges with the current Jacobsen mower, Kelly shared staff has explored options to replace the unit ahead of the schedule in the CERF since it has become inefficient to

operations to continue to manage, along with the 12-16 month lead-time for receiving the replacement mower. Kelly stated since purchasing the mower, Jacobsen has moved its entire operation including parts and support to Europe, making it a challenge for staff to obtain replacement parts and receive support from Jacobsen on the issues they are experiencing. She stated staff found only two vendors that have a unit with a 16ft. cutting width like this unit, which are Jacobsen and Toro. Kelly stated with the current challenges with Jacobsen, staff are recommending purchasing the Toro Groundmaster 5900 (no cab) through the Sourcewell Cooperative Purchase Program.

Stanko asked for confirmation the replacement mower is road worthy. Kelly responded yes, it is. Frangiamore asked if reel mowers are still used. Jones stated yes, but those are used for fine grass mowing and regular units used at Foxford Hills Golf Club. Frangiamore asked if it is an option to outsource the mowing of the large areas of grass. Jones responded we have the capabilities to address these areas efficiently ourselves, therefore that isn't necessary. Frangiamore asked if staff have looked into robotic mowers. Jones responded if the Board desires for staff to explore that option, they can do that. Sutalski, Park Specialist- Mechanic, explained to the Board more about how those robotic mowers work and how many it would take to mow an area of the size staff is referring to when discussing what the current Jacobsen is used for. Renner suggested staff continue to explore options with some of the newer technology available. Frangiamore expressed his concern with the compounding effect on the CERF and has concerns about advance purchases that may take away from other things that need to be done. Jones clarified there has not been a lot of advance purchases, but staff is just navigating the marketplace and this is the first one that is really out of "range". He further stated the Park District has been pretty good with sticking to planned equipment timeframes and has done a lot of great work in the past to keep the CERF in a good place.

Stanko moved to recommend Board approval for the purchase of a 2024 Toro Groundmaster 5900 wide area mower (no cab) through Sourcewell Cooperative Purchase Program from Reinders, Mundelein, IL at a purchase price not to exceed \$147,046.84. Second by Frangiamore.

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

The second Direction Item was Commission Code of Conduct. Jones provided a brief introduction to this item, stating it was sent back to the Committee of the Whole (COW) for further discussion after being previously discussed at the June 8, 2023 COW meeting, June 22, 2023 Board meeting, and July 13, 2023 COW meeting. He further stated a directive of the Board at the July COW meeting was for individual Board members to provide any outside materials related to this item to the Executive Director to be dispersed to all member of the Board, prior the this meeting. Renner started the discussion by stating he is in favor of having a Commissioner Code of Conduct and one that is appropriate for all Board members to sign. He stated he is in favor removing items #16-19 from the list. Frangiamore stated he is also in favor of having a code of conduct and removing items #16-19, but suggested changing the name to something along the line of "Board Responsibilities". He felt changing the name is more appropriate since some of the items listed do not necessarily fall under "code of conduct". Carasso stated she is not opposed to removing items #16-19. Looking at the IAPD example provided, she pointed out how direct and to the point those bullet points are and felt our Code of Conduct is too wordy. Stanko stated he is willing to look at and improve some of the items in the list, like #2 for example. He felt it is too easy to look at the list and find issues. Stanko stated he is not required to sign the Code of Conduct, therefore he asked the other Commissioners to respect his decision if he were to choose not to sign it.

Renner stated he will sign it because he believes this is how he should conduct himself on the Board, and felt these are things all Board members should adopt and follow. Victor asked if anyone is opposed to rewording #2. Carasso stated she is opposed to rewording #2. She further stated if Stanko is not in favor of signing it, then there is no need to make additional changes. Victor stated she is opposed to changing the name of the document. Jones added there is already a Policy named “Board Responsibilities”, therefore that name would not work if they did move forward with another name. Victor asked for consensus from the Board that everyone is in favor of removing items #16-19, the Board all agreed to that revision and decided to keep the name of the document as is.

Carasso moved to recommend Board of Commissioner approval of the Commissioner Code of Conduct and recommend all commissioners, if they choose, to sign their name as revised. Second by Renner.

Voice Vote: Yes – 4. No – 1. Motion carried.

The third Direction Item was Revision – Policy 4-018, Drug Free Workplace Compliance. Jones stated staff continue to review and update various policies of the District. He provided an overview of the revisions made to Policy 4-018, which include modifications to the Policy Statement to clarify the Park District’s goal to not only satisfy the requirements of the federal and state Drug Free Workplace Acts, but recognize the overwhelming evidence that alcohol and drug abuse has a detrimental impact on employees’ health, job, performance, safety, and efficiency. Jones explained medical marijuana was also stricken and replaced with cannabis, along with an expanded definition of cannabis.

Carasso moved to recommend Board of Commissioner approval of revisions to Policy 4-018, Drug Free Workplace Compliance. Second by Stanko.

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

The fourth Direction Item was Revision – Policy 1-012, Board Meeting Packet Distribution. Victor stated she asked for this policy to be brought to the Board for review after receiving a public comment in regard to posting the meeting packets online for the public to view ahead of the meetings and follow along with during the meetings. She further stated per the policy, only a hard copy of the packet is placed at the front desk of the Community Center for public viewing. After visiting other Park District websites, Victor shared she found many others do post their meeting packets, whether it’s all meeting packets or just regular Board meeting packets. She expressed it important to be transparent with the community and give the public attendees the opportunity to follow along visually throughout the meetings. Carasso stated she also did some research on other Park District websites and is not opposed to posting the packets on the website. She understood the desire from the community to have that information available to them. Stanko stated the Park District already posts a lot of information online for a variety of areas throughout the District and sees no issue with posting the meeting packets as well. Frangiamore stated he is in favor of posting the meeting packets, but would like to see some sort of disclaimer added to state the information in the packets are not yet final decisions made by the Board. Victor agreed with Frangiamore. Renner also agreed with Frangiamore and is in favor of posting the regular Board meeting packets, but stated he is reluctant to post the Committee of the Whole (COW) packets because he does not want the public to misinterpret the information or have the information taken out of context. Stanko acknowledged the challenges that may come with posting the COW

packets, but stated it might motivate the community to attend the meetings. He agreed with providing a disclaimer in the packets. Victor asked if all Board members were in agreeance to post all Board meeting packets. Renner stated no, he does not agree. Frangiamore stated he has no issue with it, but would like to get more information from other park districts on having a disclaimer. Stanko, Carasso, and Victor all agreed to the posting of all Board meeting packets. Jones confirmed the Board's request to revise the policy and will bring the revised policy back to the Board meeting on September 28.

Carasso moved to recommend staff revise Policy 1-012, Board Meeting Packet Distribution, and bring revisions back for final Board of Commissioner consideration. Second by Frangiamore.

Voice vote: Yes – 4. No – 1. Motion carried.

The sixth Direction Item was Date Change – October Committee of the Whole Meeting. Jones stated himself and two Commissioners will be attending the National Recreation and Park Conference the evening of October 12 and will not be able to attend the Committee of the Whole meeting, therefore the Board may consider moving the meeting to an alternate date. He stated there is a known agenda item for that meeting, which is the presentation of the CAFR by the Park District's auditor, and moving the meeting one week earlier is not optimal for staff and the auditor to prepare the necessary information. Victor asked if all Commissioners were in agreeance with moving the meeting to Thursday, October 19, all Commissioners agreed.

Renner moved to recommend Board approval to change the Committee of the Whole meeting date from October from the 12th to the 19th. Second by Carasso.

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

Victor asked for a motion to adjourn.

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

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

Meeting adjourned at 9:58 pm.



Daniel C. Jones, Secretary
Park District Board of Commissioners