

**Cary Park District Board of Commissioners**

**Committee of the Whole Meeting**

**December 14, 2023, 7:00pm**

**Community Center, 255 Briargate Rd. Cary, IL**

## **Matters From the Public During Meetings – Board Policy 1-005d**

1. The Board will hold Matters from the Public as part of any public open meeting.
2. Individuals interested in making comment will be asked to provide their name and asked to provide their address and/or their city/village of residence at the time they are recognized to comment during a public meeting. An individual who declines to provide their name, address or city/village of residence shall be allowed to comment.
3. Each individual indicating their interest to participate in Matters from the Public will be allowed up to five minutes to complete their comments. The Board may reduce this time limit if the need is so determined by majority vote of those present. The maximum amount of time that the Board will hear matters from the public at a meeting is thirty (30) minutes at a meeting. If members of the public are unable to comment due to time constraints, they should be encouraged to submit written comments or to attend another meeting when they may address the Board.
4. Individuals who have specific questions, or are interested in particular aspects of the District's operations or projects which may not appear on the published agenda should be encouraged to contact the Executive Director to review their questions or specific information.
5. The Matters from the Public portion of the agenda is for public comment only. It is improper for the Board to comment or respond to comments made during Matters from the Public.
6. The Board can temporarily modify or suspend these guidelines during a meeting if so determined by a majority vote of those present.

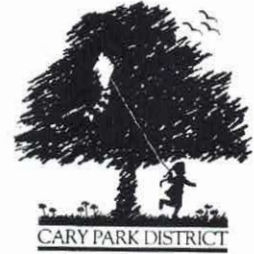
## **Regular, Special and Committee of the Whole Meetings**

Regular and Special Board Meetings -- The Board may take final action on any matter posted to the Consent or Action Items portions of the agenda in a Regular or Special Board Meeting. Items posted under Discussion Items may not have final action considered.

Committee of the Whole Meetings – The Committee of the Whole is a recommending body only and no final action may be taken on any agenda item at a Committee of the Whole Meeting. Matters discussed and recommended during a Committee of the Whole Meeting are considered “draft(s)” until included on an agenda at a Regular or Special Board Meeting for final action.

# Public Meeting Notice

**Cary Park District**  
Board of Commissioners  
**Committee of the Whole**  
December 14, 2023  
7:00 p.m.  
Community Center  
255 Briargate Road  
Cary, Illinois



## AGENDA

- I. Call to Order
- II. Roll Call, Pledge of Allegiance
- III. Matters from the Public, Commissioners and Staff
- IV. Approval of Minutes
  - A. November 9, 2023.
- V. Directions Items
  - A. For Direction to the Board for Consideration
    1. Village of Cary, Water Main Extension Utility Easement, Construction Access Easement and Utility Easement within Hoffman Park.
- VI. Discussion Items
  - A. For Discussion/Information Only
    1. Update, 2023 Seasons Review, Sunburst Bay Aquatic Center and Summer Day Camp Programs.
    2. FY2024-25 Budget Calendar.
- VII. Closed Session
  - A. Acquisition, Purchase, or Lease of Land (5 ILCS 120/2 © (5))
- VIII. Adjournment

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*Note: In compliance with the American with Disabilities Act, this and all other meetings of the Cary Park District are located in facilities that are physically accessible to those who have disabilities. If additional reasonable accommodations are needed for persons who qualify under the Act as having a "disability", please contact the Park District during normal business hours at 847-639-6100 at least 48 hours prior to any meeting so that such accommodations can be provided.*

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***Providing exceptional recreation, parks and open space opportunities.***

Cary Park District  
Board of Commissioners  
**Committee of the Whole Meeting**  
November 9, 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, Hall, Krueger, Hughes, Mach, Miles, Kane.

Guests Present: Jeff Strzalka, HR Green

Public Present: Al Tuman, Mike Linsner, Jenay DiOrio, Glen Barklow, Josh Victor

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, none.

Under Matters from Staff, none.

Victor recommended the Board move the Discussion Item, Update, Lions Park Paving Project to the top of the agenda. The Board agreed.

The Discussion Item, Update, Lions Park Paving Project was moved to the top of the agenda. Jeff Strzalka, HR Green, reviewed the data collection results and rehabilitation options, explaining a full-depth reclamation with cement is going to be the best option to address the issues discovered. Strzalka stated the team has met with the Village of Cary (VOC) to discuss storm water detention, additional curb or islands, 1:25 ratio for reserved parking stalls, special studies for Silver Lake Road, and permitting process and fees. He also noted there has been two meetings with Aptar as well to discuss financial participation in the project and the addition of a left turn lane onto Silver Lake Road. Strzalka reviewed the preliminary 75% plans, which include new turn lanes at Silver Lake Road, ADA ramps and parking stalls, multi-use path connection, culvert replacements, and drainage improvements. He stated the goal is to bid the project in early 2024 and begin construction in the summer of 2024, after Summer Celebration. Frangiamore asked what the estimated construction time will be. Strzalka responded about two months. Strzalka walked the Board through the cost estimate breakdown and maps identifying the areas of proposed changes. Jones added that Aptar has agreed to contribute to the construction of the main access road "as is", and is not interested in adding or contributing to a left turn lane. Frangiamore



inquired if Aptar provided any traffic information. Jones responded Aptar stated 4-5 trucks enter and leave their facility per day, mainly between the hours of 6:00-8:00am and 4:00-6:00pm, and have about 20-30 cars use the intersection and driveway daily. Stanko asked for clarification if the 4-5 trucks are making multiple trips or is it just one trip each truck. Jones confirmed it is one trip per truck, so 4-5 total trips in both the morning and evening. Jones shared that staff reviewed an agreement created back in the 1980s covering Aptar and its predecessors use and access of the driveway. He highlighted a number of things Aptar is responsible for per the agreement, but noted Aptar has never held up their responsibilities outlined in the agreement. He added the agreement was for 20 years, and auto renewed for another 20 years and is set to expire in February 2026. Jones stated as part of this project, staff will evaluate restructuring the agreement with Aptar.

Victor opened the discussion up for questions and comments.

Renner stated he is in favor of redoing the agreement with Aptar. He further stated he is not satisfied with their response to their contribution and addition of a left turn lane. Renner recommended Aptar pays for the entire portion of the access drive from their driveway all the way to Silver Lake Road. Renner asked if there will need to be any realignment done to the cross walk for a left turn lane. Strzalka responded no. Renner asked what the intended purpose is of the location for the path starting after Aptar's driveway, leading to the lower parking lot. Strzalka responded the goal is to provide enhanced non-vehicular access to the area next to the old preschool building that includes the playground, two shelters, trails, and sand volleyball court. Renner questioned if all project areas would be ADA accessible. Strzalka confirmed they would be ADA accessible. Renner expressed his concerns regarding the larger lots and ponding. He also expressed his desire to look at striping pickle ball courts in a section of the parking areas that won't be heavily used for parking and can be easily transformed into courts for the community to utilize.

Frangiamore stated he agrees with Renner that Aptar should be responsible for a portion of the left turn lane, in addition to the other financial responsibilities for the project.

Stanko asked how these improvements will be drained. Strzalka responded they will maintain the existing outlets and drainage patterns, but adding additional structures and connections to the existing system will improve drainage too. Stanko stated adding the left turn lane would be an added benefit, and Aptar should be responsible for a portion of that cost.

Carasso asked if adding the left turn lane would ultimately change the flow of traffic. Strzalka confirmed yes. He explained further that there would be enough space to fit 8-10 cars in the que for the left hand turn lane. Carasso agreed Aptar should contribute additional dollars for that benefit.

Victor concurred with the rest of the Board in regard to Aptar's contributions and is in favor of the left turn lane.

Stanko added he has witness semi-trucks utilizing a portion of the oncoming traffic lane (on the driveway) and when turning into the park on the access drive. He stated adding the left turn lane would help widen the intersection and improve access for all vehicles/trucks.



Victor noted Aptar's response that the semi-trucks leaving their facility won't be utilizing the additional turn lane, but employees and others would still benefit from a left hand turn lane when they leave the Aptar parking lot.

Jones stated he will continue to have conversations with Aptar regarding their financial contributions. He further stated staff will come back to the board with final documentation and a recommendation to bid in early 2024.

The minutes from the October 19, 2023 COW meeting were presented for approval.

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

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

The first Direction Item was Foxford Hills Golf Club, Golf Cart Fleet Replacement. John Miles, Foxford Hills Golf Club General Manager, started the discussion by stating the current 80 lead based battery golf cart fleet will complete its eighth season of use after the 2024 season. He explained two different options for replacing the existing fleet were being presented. A lead based battery system replacement and a lithium battery replacement, to replace the current fleet prior to the 2025 season. Miles stated each current cart has 6 lead based batteries, which require replacement about every 3 years, and was last completed prior to the 2023 season at a cost of +/- \$100,000. He stated the current fleet is working well, but there are more and more complications with fuses, screws, battery connections, and general wear and tear. Miles reviewed the current market, which has improved over the past year and is down to 4-6 months to build and receive a fleet of carts. He stated it is imperative a new fleet is ordered sooner rather than later to enter the production queue and lock in the price, along with locking in the trade in value of the current fleet at \$1,600/cart. Miles noted that the golf team and staff is proposing a fleet of 85 carts, which is 5 more carts than the current fleet. He expressed the additional 5 carts would help with daily operations and provide customers more opportunity to use the different amenities the golf club has to offer. Jones added the new GPS system that was recently installed will be easily moved onto the new fleet. Miles stated that all current features on the existing fleet would remain the same, except for a proposed upgrade to the seats.

Renner asked if the lithium battery systems are being used in cold climate areas. Miles replied yes, they are being used all over the U.S. Carasso asked why staff is proposing tan/beige colored seats. Miles replied they currently have grey and wanted to change to another color. Stanko stated he prefers grey, which wouldn't show as much wear and tear. Victor inquired if there is a warranty on the seats for damages. Kane stated there is no warranty, but typically they only have to replace about 10 seats a year due to damages. Stanko stated moving to the lithium batteries is a great move. He asked Miles if 85 carts is enough or should they order more. Miles stated they felt that number is sufficient and 85 is the total capacity for storing and charging the carts. Frangiamore inquired how the carts would be paid for. Krueger responded the carts would be purchased through the FHGC fund, which has been performing well. Renner expressed his concern with paying a lump sum to purchase the carts. Jones stated the financial portion does not need to be decided at this time and the Board and staff can continue to review options on how to fund this purchase as payment is not due until acceptance of the new fleet. Jones proposed that staff evaluate and make a recommendation on payment during the annual budget process.



Renner asked if the current fleet would survive through the 2025 season if needed. Jones responded the carts would need more electrical work and the overall function of the carts would be a concern.

***Carasso moved to recommend Board of Commissioners approval to place an order for eighty-five (85) Club Car Tempo Golf Carts with a lithium battery system and amenities as noted via the Sourcewell Cooperative Purchase Program #122220-CCR from Nadler Golf Car Sales, Aurora, IL in the amount of \$647,200; with payment due in the Park District FY2024-25 budget cycle and acceptance of the new fleet prior to the start of the 2025 golf season. Second by Frangiamore.***

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

The second Direction Item was Ordinance O-2023-24-04, Authorizing the Sale or Conveyance of Personal Property belonging to the Cary Park District. Kelly stated the Board approves disposal of personal property belonging to the Park District for equipment that was valued at \$500.00 or greater at the time of purchase. She further stated on multiple occasions each fiscal year, staff brings a disposal ordinance to the Board for consideration. Kelly briefly reviewed the list of items for consideration, which included a number of computers, servers, monitors, a pool pump motor, a pool valve & activator, and a tow behind snow auger. Kelly stated the equipment will be disposed using a public auction platform.

***Frangiamore moved to recommend Board of Commissioners approval of Ordinance O-2023-24-04, An Ordinance Authorizing the Sale or Conveyance of Personal Property belonging to the Cary Park District. Second by Stanko.***

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

The third Direction Item was Ordinance O-2023-24-05, Annual Levy for the Year 2023. Krueger stated the Board must approve a levy ordinance before the last Tuesday of a calendar year in accordance with applicable laws. She explained because the levy will exceed the prior year's tax extension by more than 5%, the Truth in Taxation Act applies, which requires a public hearing and published notice of said hearing. Krueger stated the public hearing was published in the Northwest Herald and the Public Hearing will be held on November 16, 2023 at 6:55pm.

***Renner moved to recommend Ordinance O-2023-24-05, Annual Levy for the Year 2023 to the Board of Commissioners for approval. Second by Carasso.***

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

The fourth through sixth Direction Items were Ordinances O-2023-24-06, 07, and 08, Abatement of Tax Levy for the Year 2023 to Pay Debt Service on General Obligation Park Bonds (Alternate Revenue Source), Series 2018A, 2020A, and 2021A. Krueger stated each year the County Clerk automatically levies a Bond & Interest Fund tax to provide for the annual debt service on any outstanding general obligation bonds. However, she explained since General Obligation Bonds (Alternate Revenue) pledge other sources of revenue for debt service, the backup levy by the County Clerk for debt service on these bonds needs to be abated to avoid double taxation.

***Renner moved to recommend Board of Commissioners approval of Ordinances O-2023-24-06, O-2023-24-07, and O-2023-24-08 Abatement of Tax Levy for the Year of 2023 to Pay Debt Service on General Obligation Park Bonds (Alternate Revenue Source) Series 2018A, 2020A, and 2021A. Second by Stanko.***

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

The sixth Direction Item was Illinois Association of Park Districts (IAPD) 2024 Conference Credentials. Jones stated per the association by-laws, the Park District must submit a completed Credentials Certificate in order to be a participant at the annual meeting for the Illinois Association of Park Districts. He further stated the annual meeting is scheduled for January 27, 2023 at 3:30pm in person at the conference location, Hyatt Regency Chicago. Victor stated that she is a sitting board member of IAPD and would be attending the meeting. After discussion, the Board agreed to the following designations: Delegate – Victor; 1<sup>st</sup> Alternate – Renner; 2<sup>nd</sup> Alternate – Carasso; 3<sup>rd</sup> Alternate – Executive Director.

***Stanko moved to recommend Board of Commissioners approval of the 2024 IAPD Credentials Certificate and the designation of delegates as follows: Delegate – Victor; 1<sup>st</sup> Alternate – Renner; 2<sup>nd</sup> Alternate – Carasso; 3<sup>rd</sup> Alternate – ED. Second by Renner.***

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

The seventh and eighth Direction Items were Revision, Policy 4-013d, Leaves of Absence, Other and Policy 4-013e, Leaves of Absence, Victims Economic Security and Safety Act (VESSA). Jones stated the revisions to the policies were based on changes in the laws becoming effective January 1, 2024, which include paid leave for blood and organ donation, unpaid leave related to the death of a child, and expansion on the reasons for which an employee may take unpaid leave to attend a funeral, make arrangements for, or grieve the death of a family member involved in a crime of violence. Jones further stated the other addition added into Policy 4-013d was paid Parental Leave, which is a benefit not currently offered to employees, and is not required by law. Jones stated that this is a benefit for employees that is common and that staff is recommending it be added as a benefit for employees. Stanko asked if “crime of violence” is defined anywhere in the laws. Jones responded that staff is not aware of what is covered under the term, but noted that this is the exact language noted in the change in law.

***Frangiamore moved to recommend Board approval of Policy 4-013d, Leaves of Absence, Other, as revised. Second by Stanko.***

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

***Frangiamore moved to recommend Board approval of revisions to Policy 4-013e, Leaves of Absence, Victims Economic Security and Safety Act (VESSA), as revised. Second by Stanko.***

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 8:44 pm.

A handwritten signature in blue ink, appearing to read "Daniel C. Jones", is positioned above a horizontal line.

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Daniel C. Jones, Secretary  
Park District Board of Commissioners

## Committee Memo

To: Committee of the Whole  
From: Dan Jones, Executive Director  
Sara Kelly, Deputy Director  
Erica Hall, Superintendent of Recreation  
Katie Tarosas, Recreation Facilities and Program Manager  
Eric Barge, Recreation Program Manager  
Courtney Fejedelem, Recreation Program Manager  
Date: December 14, 2023



**RE: 2023 Seasons Review - Sunburst Bay Aquatic Center and Summer Day Camps**

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*Providing exceptional recreation, parks and open space opportunities.*

### *Introduction*

Staff desires to update the Board on programs and facilities of the Park District.

### *Background*

Recreation Program Managers Barge and Fejedelem and Recreation Facilities and Program Manager Tarosas will present to the Board, an overview of the 2023 seasons at Sunburst Bay Aquatic Center, Camp ECHO and Sunshine Camp.

### **Staff Recommendation**

None.

### **Motion(s) to Consider**

*None. This item is for update and discussion purpose only.*

**Cary Park District  
FY2024-2025 Budget Calendar**

December 14, 2023	Budget calendar reviewed by the Committee of the Whole.
December 21, 2023	Budget calendar provided to the Board.
NLT (1) January 5, 2024	MSI Budget Module ready for use by department heads and supervisors to enter <i>2024-2025 Target Budget</i>
February 8, 2024	Committee of the Whole reviews any Board-proposed expenses or preliminary budget items (if necessary).
February 13, 2024	Department heads and supervisors complete work on <i>Target Budget</i> in MSI Budget Module.
February 22, 2024	Board reviews any Board-proposed expenses (if necessary).
March 14, 2024	Committee of the Whole reviews draft budget items of interest.
April 12, 2024	Commissioners receive <i>Proposed Budget and Ordinance Adopting the Combined Annual Budget and Appropriation of Funds for the Cary Park District</i> by end of day.
April 18, 2024	Board meets to review <i>Proposed Budget and Ordinance Adopting the Combined Annual Budget and Appropriation of Funds for the Cary Park District</i> . (Special Meeting) Request tentative approval.
NLT (1) April 22, 2024	<i>Tentative Budget</i> placed on display by end of day.
NLT (1) May 15, 2024	Publish notice of public hearing on <i>Budget &amp; Appropriation Ordinance</i> .
NLT (1) May 16, 2024	Post the total compensation package on the website for employees that have a total compensation package equal to or in excess of \$150,000 per year.
May 23, 2024	Public hearing on <i>Budget &amp; Appropriation Ordinance</i> . Adoption of <i>Budget &amp; Appropriation Ordinance</i> following hearing.
NLT (1) May 31, 2024	Post the total compensation package on the website for employees with a total compensation package that exceeds \$75,000 per year.
NLT (1) June 21, 2024	Certified copy of <i>Budget &amp; Appropriation Ordinance</i> filed with County Clerk.

(1) *NLT* stands for no later than

**Legal Requirements:**

- *Budget & Appropriation Ordinance* must be passed before or within the first quarter of the fiscal year.
- The *Tentative Budget & Appropriation Ordinance* must be available for public inspection for at least 30 days prior to final action.
- The Board must hold a public hearing on the *Ordinance* before final action. This hearing may take place at a separate meeting prior to the Board's regular meeting at which the *Ordinance* is approved.
- Notice of the public hearing must be given in a newspaper at least 7 days before the time of the hearing.



- A certified copy of the *Budget and Appropriation Ordinance* must be filed with the County Clerk within 30 days after the ordinance has been adopted.
- Within 6 business days after an employer participating in the Illinois Municipal Retirement Fund approves a budget, the employer must post on its website the total compensation package for each employee having a total compensation package that exceeds \$75,000 per year.
- At least 6 days before an employer participating in the Illinois Municipal Retirement Fund approves an employee's total compensation package that is equal to or in excess of \$150,000 per year, the employer must post on its website the total compensation package for that employee.