

Cary Park District Board of Commissioners

Regular Board Meeting

February 22, 2024, 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.

Cary Park District
Board of Commissioners
Regular Board Meeting
February 22, 2024
7:00 p.m.
Community Center
255 Briargate Road
Cary, IL 60013



AGENDA

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Matters from the Public
- V. Items from Commissioners
- VI. Consent Agenda
 - A. Action Items
 - 1. Approval – Minutes Regular Board Meeting dated January 18, 2024.
 - 2. Approval – February 16, 2024 Disbursements in the Amount of \$268,473.57.
 - 3. Acceptance – Treasurer’s Report dated January 31, 2024.
 - 4. Acceptance – Investment Activity Report dated January 31, 2024.
 - 5. Approval – O-2023-24-10, Authorizing the Sale or Conveyance of Personal Property Belonging to the Cary Park District.
 - 6. Acceptance – 2024 Illinois Park and Recreation Association Environmental Report Card.
 - 7. Approval – Policy 2-001, Attachment, Executive Director Job Description, revised.
- VII. Business Items/Changes, Additions, Deletions
 - A. Any Items Removed from the Consent Agenda
 - B. Action Items
 - 1. Consider – Bid Results, Lions Park Paving Project.
 - C. Discussion Items
 - 1. 2023 Season Review, Foxford Hills Golf Club.
- VIII. Executive Director Report
- IX. Closed Session, **if Necessary**
 - A. Review of Closed Session Minutes (5 ILCS 120/2 © (21))
 - B. Acquisition, Purchase, or Lease of Land (5 ILCS 120/2 © (5))
 - C. Sale or Lease of Land (5 ILCS 120/2 © (6))
 - D. Pending or Probable Litigation (5 ILCS 120/2 © (11))
 - E. Appointment, Employment, Compensation, Discipline, Performance of Specific Employees (5 ILCS 120/2 © (1))
- X. Closed Session Summary and Action, **if Necessary**
 - a. Closed Session Minutes Action
 - b. Acquisition, Purchase or Lease of Land Action
 - c. Sale or Lease of Land Action
 - d. Pending or Probable Litigation Action
 - e. Personnel Action

Note: In compliance with the Americans 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.

Providing exceptional recreation, parks, and open space opportunities.

XI. Adjournment

Upcoming Scheduled Meetings

Committee of the Whole, 3/14/2024, 7:00pm

Regular Board Meeting, 3/28/2024, 7:00pm

All meetings take place at the Cary Community Center, 255 Briargate Road, Cary unless otherwise indicated.

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Providing exceptional recreation, parks, and open space opportunities.

MINUTES OF THE REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF
THE CARY PARK DISTRICT, CARY, ILLINOIS, HELD AT COMMUNITY CENTER,
255 BRIARGATE RD, CARY, IL, ON
JANUARY 18, 2024

I. CALL TO ORDER

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

II. ROLL CALL

Upon roll call the following Commissioners answered present: Mrs. Carasso, Mr. Stanko, Mr. Frangiamore, Mr. Renner, Mrs. Victor.

Staff

Staff present: Dan Jones, Executive Director; Becky Horn, Administrative and Recreation Assistant; Sara Kelly, Deputy Director; Erica Hall, Superintendent of Recreation; Noah Mach, Superintendent of Parks and Facility Maintenance; David Raica, Director of Planning and Development; Vicki Krueger, Director of Finance and Administration.

Guests

Jeff Strzalka, HR Green
Tom Rychlik, Gewalt Hamilton
Jenay DiOrio, Laura Tuman, Al Tuman

III. PLEDGE OF ALLEGIANCE TO THE FLAG

The Pledge of Allegiance was recited.

IV. MATTERS FROM THE PUBLIC

None.

V. ITEMS FROM COMMISSIONERS

Renner, Carasso, and Victor all expressed their excitement for the upcoming Illinois Park and Recreation Association/Illinois Association of Park District annual conference next week in Chicago.

VI. CONSENT AGENDA

President Victor asked if any items were to be removed from the Consent Agenda. None.

Renner moved to approve the Consent Agenda as follows: VI.A:

- 1. Approval – Minutes Regular Board Meeting dated December 21, 2023.***
 - 2. Approval – January 12, 2024 Disbursements in the Amount of \$193,051.49.***
 - 3. Acceptance – Treasurer's Report dated December 31, 2023.***
- Second by Stanko.***

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

VII. BUSINESS ITEMS/CHANGES, ADDITIONS, DELETIONS

VII.A. Any Items Removed From Consent Agenda.

None.

VII.B. Action Items

VII.B.1. – Consider – Direction to Bid, Lions Park Paving Project.

Jones introduced Jeff Strzalka from HR Green, who previously presented the project to the Board back in November. Strzalka briefly walked the Board through the steps that have been taken in the process thus far and stated the 100% plans will be sent to Park District staff next week.

Raica added there has been several meetings held with Aptar to collect data, walk the site, discuss site details, and review the project plans. He stated Aptar has agreed to participate financially on a portion of the project. Raica confirmed staff will also work with Aptar to tune up the previous access agreement that was created in the 1980s and bring it up to today's standards and language once the project is complete. Frangiamore asked if there was a memorandum of understanding in place with Aptar with regard to the project. Raica responded no, but there has been enough documented communication to address their commitment to financially participate.

Strzalka stated with all the modifications and additions that have been added to the plans, including curb replacement throughout the entire site, the total estimate remains at \$1.4 million. He shared the intent will be to advertise the project in the remaining weeks in January, and then open bids in mid-February. Strzalka reminded the Board construction would not begin until after the July 4 holiday, with an end of September target completion date.

Carasso expressed concern for safety in the upper main lot when practices/games are held at the park and asked if there will be more curbs added. Raica responded the curbs in that lot will mostly just be replaced, but there are some areas throughout the site where new curb will be added. Stanko recommended adding park benches near the sidewalks coming up from the park to give kids a safe place to wait before being picked up, and maybe help eliminate so many kids running into the lots. Victor agreed and added that may be something the Cary Park Foundation may be interested in funding.

Frangiamore asked if the project will be done all in one phase. Strzalka responded yes, there will be two way traffic at all times, possibly flaggers at times as well. Renner recommended adding some curb in the upper main lot to help prevent people from parking/driving off the pavement. He shared he did not think the benches would be a solution to the safety issue of kids running into the parking lots. He stated adding a barrier/guard rail would be a better solution. Stanko responded the benches would also serve kids or other patrons visiting the park, rental attendees, etc.

Raica responded the items discussed as far as addition curb, benches, etc. could be considered as possible contingencies. He stated some of those items can also be discussed when it comes to updating the Comprehensive Master Plan in the coming months.

Renner moved to direct staff to bid the Lions Park Paving Project and bring the results of the bid process direct to the Board for consideration. Second by Frangiamore.

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

VII.B.2. – Consider – Village of Cary, Water Main Extension Utility Easement, Construction Access Easement and Utility Easement within Hoffman Park.

Jones started the discussion by briefly reviewing the Village of Cary's (VOC) request and recalling some of the previous discussion and direction given to staff. Jones introduced Tom Rychlik from Gewalt Hamilton, who performed the review of the six potential options for location of the water main, along with temporary/permanent easements the VOC previously presented to the Board. Rychlik walked the Board through each option and provided some additional information, along with some pros and cons to each. Raica also shared some additional images of the entire Hoffman Park site to help give them a better perspective of each option. Raica shared that staff has reviewed all the information provided from Gewalt Hamilton and is recommending option A as the preferred option should the Board move forward with allowing the VOC to construct the water main. He explained option A keeps a large portion of the property untouched, which will be important when thinking about the current and potential future needs of the Park District.

Renner started the discussion by sharing he is in favor of option A and preferred not to risk issues with any future development of the property.

Frangiamore shared he is still in favor of option E because it leaves the entire western portion of the property open for future development, partnerships, or selling the land. He felt if the water main was to be constructed in the front part of the property, as shown in option A, there is a likelihood that it will eventually have to get moved somewhere else down the road.

Stanko shared he was originally in favor of option C, but now feels option A might be the best option for the Park District because it still provides water access to the park, but also to the Route 31 frontage. He shared concerns with option E, which include the ability to bring water elsewhere in the park site, which would not be as easy to do from the location of option E. Stanko expressed the need for the VOC to commit to a sewer easement as well, in addition to their utility easement.

Carasso stated after seeing the other images presented and now the new information from Gewalt Hamilton, she is in favor of option A and would be in favor of requiring a larger easement to accommodate sanitary as Stanko suggested. Carasso also shared she would like the VOC to commit to unlimited water taps for the Park District and would like to see that in writing.

Stanko reiterated the importance of beginning discussion on future sanitary needs now and asked for VOC to agree to a sewer easement in the same location as the utility easement. Frangiamore disagreed since there is no telling where the water main will sit in the future, therefore that is not something that needs to be discussed at this time. He did reiterate his desire for the 40ft. construction easement rather than the 20 ft. that was being proposed. Renner felt a decision could not be made at this time in regard to anything with sanitary. Carasso agreed with Renner and agreed the easement should be constructed to be 40ft., not 20ft. Victor agreed with the size of the easement, as well as option A as the preferred option.

Jones recapped the discussion by stating the majority of the Board was in favor of option A. He explained there would be other opportunities for the Board to review and discuss additional items

brought up as requirements. Jones stated the Board would be responsible to review and approve easement documents with details on size of easements, location of items and so on when those documents have been prepared and submitted for review and approval by the VOC.

Carasso moved to direct staff to communicate to the Village of Cary that Board of Commissioners will consider option A upon the VOC and Park District reaching agreement on other conditions. Second by Renner.

Stanko asked if the 40ft. easement request should be included in the motion. Jones responded he has a clear understanding of what the Board is asking of the VOC and will communicate those items.

Roll call vote: Yes – Stanko, Carasso, Renner, Victor. No – Frangiamore. Motion carried.

VII.C. Discussion Items

None.

IX. Executive Director Report

Jones complimented the Parks Department on their efforts during the recent winter storm cleanup. Jones shared the ice rink at Jaycee Park is open, which is exciting to be able to open. Lastly, Jones shared the Marketing Department created an awesome recruitment video that will be used for hiring summer staff, in addition to all the work that is going into hosting multiple job fairs.

Victor asked for a motion to adjourn.

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

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

Meeting adjourned at 8:34PM.



Daniel C. Jones, Secretary
Park District Board of Commissioners

APPROVAL OF DISBURSEMENTS

Method of Payment	Vendor	Transaction Description	Fund/Dept. Charged	Amount
Checks	Various	Various	Various	\$267,961.57
Electronic Fund Transfer	GolfVision	Sales Tax Return-Jan	Foxford Hills Golf Club	\$12.00
ACH Pull	Pitney Bowes	Postage Meter Refill	Corp./Gen. Administration	\$500.00
				<u>\$268,473.57</u>

02/22/24

DATE: 02/19/24
TIME: 09:06:39
ID: AP490000.WOW

CARY PARK DISTRICT
WARRANT NUMBER 022224

FROM CHECK # 52284 TO CHECK # 52400

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
52284	AFLAC	GRP INSURANCE-AFLAC	CORPORATE /	370.26
			CHECK TOTAL	370.26
52285	AMERIGAS PROPANE LP	PROPANE	CORPORATE / PARK MAINTENANCE	397.47
			CHECK TOTAL	397.47
52286	ANDERSON PEST SOLUTIONS	PEST CONTROL-PARKS GARAGE	CORPORATE / PARK MAINTENANCE	40.55
		PEST CONTROL-PARKS GARAGE	RECREATION FUND / FACILITY MAINTENANCE	40.55
		PEST CONTROL-FHGC	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	135.20
		PEST CONTROL-PRESCHOOL	RECREATION FUND / PROGRAM AREA C	96.95
		PEST CONTROL-CC	CORPORATE / PARK MAINTENANCE	52.25
		PEST CONTROL-CC	RECREATION FUND / FACILITY MAINTENANCE	52.25
			CHECK TOTAL	417.75
52287	CINTAS CORP	UNIFORMS	CORPORATE / PARK MAINTENANCE	102.14
		UNIFORMS	RECREATION FUND / FACILITY MAINTENANCE	11.54
		UNIFORMS	CORPORATE / PARK MAINTENANCE	102.14
		UNIFORMS	RECREATION FUND / FACILITY MAINTENANCE	11.54
			CHECK TOTAL	227.36
52288	H.R. STEWART, INC.	REPAIR PIPE FIRE SUP. SYS	RECREATION FUND / FACILITY MAINTENANCE	767.78
		CREDIT FOR TAX CHARGED	CORPORATE / PARK MAINTENANCE	-10.94
			CHECK TOTAL	756.84
52289	LRS	TOILET RENT-LIONS/HFMN PK	CORPORATE / PARK MAINTENANCE	130.50
		TOILET RENT-LIONS/HFMN PK	RECREATION FUND / FACILITY MAINTENANCE	130.50
			CHECK TOTAL	261.00
52290	O & S ALEXANDER OFFICE LLC	ANNEX RENT-FEB24	CORPORATE / GENERAL ADMINISTRATION	2,760.00
			CHECK TOTAL	2,760.00
52291	O'REILLY AUTOMOTIVE INC	OIL FILTER/AIR FILTER/PLUG	FOXFORD HILLS GOLF CLUB / OPERATIONS	39.04
		OIL FILTER/FUEL FILTER/PLUG	FOXFORD HILLS GOLF CLUB / MAINTENANCE	30.78
			CHECK TOTAL	69.82
			CHECK TOTAL	0.00
52293	PETROCHOICE, LLC	FUEL-SHOP	CORPORATE / PARK MAINTENANCE	1,303.85
			CHECK TOTAL	1,303.85

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TIME: 09:06:47
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CARY PARK DISTRICT
WARRANT NUMBER 022224

FROM CHECK # 52284 TO CHECK # 52400

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
52294	TRAINOR PRINTING & PROMOTIONS	AP WINDOW ENVELOPES	CORPORATE / GENERAL ADMINISTRATION	244.55
			CHECK TOTAL	244.55
52295	CHARLES TROY	SNR EVENT ENTERTAINMENT	RECREATION FUND / PROGRAM AREA A	350.00
			CHECK TOTAL	350.00
52296	WAREHOUSE DIRECT, INC.	GYM WIPES REFILL	RECREATION FUND / FACILITY MAINTENANCE	340.05
			CHECK TOTAL	340.05
52299	AIRGAS USA, LLC	CYLINDER RENTAL-DEC23	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	58.43
		LEASE RENEWAL 2/1/24-1/31/25	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	105.00
			CHECK TOTAL	163.43
52300	ALTORFER INDUSTRIES INC	FLOOD LAMP/BULBS FOR SKID	CORPORATE / PARK MAINTENANCE	49.71
			CHECK TOTAL	49.71
52301	ANCEL GLINK, P.C.	LEGAL SERVICES-DEC23	CORPORATE / GENERAL ADMINISTRATION	600.00
			CHECK TOTAL	600.00
52302	AREA FLOORING & TILE, INC.	REPLACE TOP STAIR FLOORING-CC	RECREATION FUND / FACILITY MAINTENANCE	2,675.53
			CHECK TOTAL	2,675.53
52303	CERTIFIED LABORATORIES	LUSTER-GUARD AEROSOL	FOXFORD HILLS GOLF CLUB / MAINTENANCE	581.62
			CHECK TOTAL	581.62
52304	CINTAS CORP	UNIFORMS	CORPORATE / PARK MAINTENANCE	102.14
		UNIFORMS	RECREATION FUND / FACILITY MAINTENANCE	11.54
			CHECK TOTAL	113.68
52305	COMED	ELECTRIC-ANNEX	CORPORATE / GENERAL ADMINISTRATION	195.24
		ELECTRIC-KAPER PK	RECREATION FUND / ADMINISTRATION	49.07
		ELECTRIC-LIONS PK	CORPORATE / GENERAL ADMINISTRATION	21.63
		ELECTRIC-HOFFMAN PK	CORPORATE / GENERAL ADMINISTRATION	193.66
		ELECTRIC-SBAC	RECREATION FUND / PROGRAM AREA B	943.72
		ELECTRIC-PRESCHOOL	RECREATION FUND / PROGRAM AREA C	207.70
			CHECK TOTAL	1,611.02
52306	CRYSTAL MAINTENANCE SERVICES,	CLEANING FEB24-PRESCHOOL	RECREATION FUND / FACILITY MAINTENANCE	1,680.00

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CARY PARK DISTRICT
WARRANT NUMBER 022224

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FROM CHECK # 52284 TO CHECK # 52400

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
52306	CRYSTAL MAINTENANCE SERVICES,	CLEANING FEB24-ANNEX CLEANING FEB24-CC	CORPORATE / PARK MAINTENANCE RECREATION FUND / FACILITY MAINTENANCE	345.00 3,280.00
			CHECK TOTAL	5,305.00
52307	GETZ FIRE EQUIPMENT CO.	INSPECTION-FIRE EXTINGUISHERS INSPECTION-FIRE EXTINGUISHERS INSPECTION-FIRE EXTINGUISHERS INSPECTION-FIRE EXTINGUISHERS	CORPORATE / PARK MAINTENANCE RECREATION FUND / FACILITY MAINTENANCE RECREATION FUND / FACILITY MAINTENANCE RECREATION FUND / FACILITY MAINTENANCE	360.65 360.65 6.70 10.05
			CHECK TOTAL	738.05
52308	HEY AND ASSOCIATES, INC.	WETLAND DELINEATION-FHGC	FOXFORD HILLS GOLF CLUB / MAINTENANCE	700.00
			CHECK TOTAL	700.00
52309	MENARD'S	PAINT/WALL PLATE/SWITCH PLATE	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	147.55
			CHECK TOTAL	147.55
52310	NCPERS GROUP LIFE INSURANCE	GRP INSURANCE-NCPERS	CORPORATE /	16.00
			CHECK TOTAL	16.00
52311	O'REILLY AUTOMOTIVE INC	OIL/FUEL FILTERS/SPARK PLUGS OIL FILTER/HYD FILTER/PLUG HYDRAULIC FILTER	FOXFORD HILLS GOLF CLUB / MAINTENANCE FOXFORD HILLS GOLF CLUB / MAINTENANCE FOXFORD HILLS GOLF CLUB / MAINTENANCE	70.71 51.51 10.61
			CHECK TOTAL	132.83
52312	JEANNE CANTRELL	REFUND CREDIT BALANCE	RECREATION FUND / ADMINISTRATION	108.00
			CHECK TOTAL	108.00
52313	REVELS	HYDRAULIC PUMP WINDSHIELD	FOXFORD HILLS GOLF CLUB / MAINTENANCE FOXFORD HILLS GOLF CLUB / MAINTENANCE	2,681.57 378.00
			CHECK TOTAL	3,059.57
52314	ANN MULVEY	REFUND CREDIT BALANCE	RECREATION FUND / ADMINISTRATION	7.00
			CHECK TOTAL	7.00
52315	SUNBURST SPORTSWEAR, INC.	UNIFORMS	CORPORATE / PARK MAINTENANCE	130.16
			CHECK TOTAL	130.16
52316	VERSION2, LLC - HOSTING	DELL LED MONITOR	CORPORATE / PARK MAINTENANCE	145.00
			CHECK TOTAL	145.00

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CARY PARK DISTRICT
WARRANT NUMBER 022224

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FROM CHECK # 52284 TO CHECK # 52400

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
52317	CERTIFIED LABORATORIES	GREASE AND BREAK CLEAN	CORPORATE / PARK MAINTENANCE	751.33
			CHECK TOTAL	751.33
			CHECK TOTAL	0.00
52319	CONSTELLATION NEW ENERGY, INC	255 BRIAR ELECTRIC	CORPORATE / GENERAL ADMINISTRATION	1,101.68
		255 BRIAR ELECTRIC	RECREATION FUND / ADMINISTRATION	1,101.69
		OAKMONT BATH ELECTRIC	FOXFORD HILLS GOLF CLUB / OPERATIONS	21.59
		VETERANS PK ELECTRIC	CORPORATE / GENERAL ADMINISTRATION	58.77
		CG PARK ELECTRIC	RECREATION FUND / ADMINISTRATION	480.23
		UNIT WELL #1	FOXFORD HILLS GOLF CLUB / MAINTENANCE	209.41
		IRRIGATION PUMP	FOXFORD HILLS GOLF CLUB / MAINTENANCE	47.92
		MAINT BUILD FHGC ELECTRIC	FOXFORD HILLS GOLF CLUB / MAINTENANCE	705.84
		DRIVING RANGE ELECTRIC	FOXFORD HILLS GOLF CLUB / OPERATIONS	31.82
		CLUBHOUSE ELECTRIC	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	1,121.48
		WATER PUMP ELECTRIC	FOXFORD HILLS GOLF CLUB / MAINTENANCE	24.51
		WELL #2 ELECTRIC	FOXFORD HILLS GOLF CLUB / MAINTENANCE	234.30
		SILVERLAKE	RECREATION FUND / ADMINISTRATION	809.44
		JC PARK ELECTRIC	CORPORATE / GENERAL ADMINISTRATION	373.83
			CHECK TOTAL	6,322.51
52320	EWING IRRIGATION PRODUCTS INC	SALT	CORPORATE / PARK MAINTENANCE	363.09
			CHECK TOTAL	363.09
52321	GOLFVISIONS MANAGEMENT, INC.	MANAGEMENT FEE JAN 24	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	3,000.00
		FHGC PAYROLL JAN 24	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	220.00
			CHECK TOTAL	3,220.00
52322	HR GREEN, INC.	ENGINEERING SERV	FOXFORD HILLS GOLF CLUB / MAINTENANCE	1,200.48
		LIONS PARK PROF SERV	CAPITAL PROJECTS FUND /	5,310.77
			CHECK TOTAL	6,511.25
52323	INGERSOLL RAND	COMPRESSOR KIT	CORPORATE / PARK MAINTENANCE	219.00
		COMPRESSOR	CORPORATE / PARK MAINTENANCE	3,869.99
			CHECK TOTAL	4,088.99
52324	DAN JONES	IPRA/IAPD CONF	CORPORATE / GENERAL ADMINISTRATION	8.25
			CHECK TOTAL	8.25

DATE: 02/19/24
TIME: 09:06:50
ID: AP490000.WOW

CARY PARK DISTRICT
WARRANT NUMBER 022224

FROM CHECK # 52284 TO CHECK # 52400

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
52325	NOAH MACH	AUTO REIMBURSE	CORPORATE / PARK MAINTENANCE	69.68
			CHECK TOTAL	69.68
52326	JOHN J. MILES	EMPLOYEE AUTO EXPENSE	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	500.00
			CHECK TOTAL	500.00
52327	TAYLOR NOWAK	EMPLOYEE LOST CHECK	CORPORATE /	1,365.58
			CHECK TOTAL	1,365.58
52328	O'REILLY AUTOMOTIVE INC	FILTERS	FOXFORD HILLS GOLF CLUB / MAINTENANCE	32.78
		FILTER	FOXFORD HILLS GOLF CLUB / MAINTENANCE	15.85
		OIL/FILTERS	FOXFORD HILLS GOLF CLUB / MAINTENANCE	67.62
		FILTER	FOXFORD HILLS GOLF CLUB / MAINTENANCE	36.83
			CHECK TOTAL	153.08
52329	REVELS	GASKET/INSTRUMENT/CLUTCH	FOXFORD HILLS GOLF CLUB / MAINTENANCE	1,873.59
			CHECK TOTAL	1,873.59
52330	JEREMY HALL	PATH INCENTIVE-Q4 2023	CORPORATE /	60.00
			CHECK TOTAL	60.00
52331	ERIN JONES	PATH INCENTIVE-Q4 2023	CORPORATE /	100.00
			CHECK TOTAL	100.00
52332	MICHAEL MURPHY	PATH INCENTIVE-Q4 2023	CORPORATE /	10.00
			CHECK TOTAL	10.00
52333	CARY SD 26	ETKZ RENTAL-JAN24	RECREATION FUND / PROGRAM AREA C	4,887.50
			CHECK TOTAL	4,887.50
52334	CINTAS CORP	UNIFORMS	CORPORATE / PARK MAINTENANCE	102.14
		UNIFORMS	RECREATION FUND / FACILITY MAINTENANCE	11.54
			CHECK TOTAL	113.68
52335	COMED	ELECTRIC-PARKING LOT	CORPORATE / GENERAL ADMINISTRATION	12.56
		ELECTRIC-PARKING LOT	RECREATION FUND / ADMINISTRATION	12.56
			CHECK TOTAL	25.12

DATE: 02/19/24
TIME: 09:06:51
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CARY PARK DISTRICT
WARRANT NUMBER 022224

FROM CHECK # 52284 TO CHECK # 52400

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
52336	COMPASS MINERALS AMERICA INC	HIGHWAY ROCK SALT	CORPORATE / PARK MAINTENANCE	2,139.21
			CHECK TOTAL	2,139.21
52337	CONSTELLATION NEWENERGY-	HEAT/GAS-CC & PARKS	CORPORATE / GENERAL ADMINISTRATION	651.76
		HEAT/GAS-CC & PARKS	RECREATION FUND / ADMINISTRATION	651.75
		HEAT/GAS-FHGC	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	502.34
			CHECK TOTAL	1,805.85
52338	ALEXANDRA DEGRYSE	MILEAGE REIMBURSMT	CORPORATE / COMMUNICATIONS & MARKETING	14.07
			CHECK TOTAL	14.07
52339	GEWALT HAMILTON ASSOCIATES, INC	HOFFMAN PK EASEMT REVIEW	CAPITAL PROJECTS FUND /	872.00
			CHECK TOTAL	872.00
52340	GOVERNMENT FINANCE OFFICERS	GFOA DUES 12/23-11/24	CORPORATE / GENERAL ADMINISTRATION	149.00
			CHECK TOTAL	149.00
52341	H.R. STEWART, INC.	MOTOR/BLOWER WHEEL-LOCKER RMS	RECREATION FUND / FACILITY MAINTENANCE	3,170.72
			CHECK TOTAL	3,170.72
52342	IMAGE SYSTEMS & BUSINESS	PRINTER/TONER SERVICE	CORPORATE / GENERAL ADMINISTRATION	171.96
		PRINTER/TONER SERVICE	RECREATION FUND / ADMINISTRATION	171.95
			CHECK TOTAL	343.91
52343	NADLER GOLF CAR SALES, INC.	GOLF CART REPAIRS	FOXFORD HILLS GOLF CLUB / OPERATIONS	1,003.46
		GOLF CART REPAIRS	FOXFORD HILLS GOLF CLUB / OPERATIONS	173.25
			CHECK TOTAL	1,176.71
52344	NICOR GAS	HEAT/GAS-SBAC	RECREATION FUND / PROGRAM AREA B	669.06
		HEAT/GAS-PRESCHOOL	RECREATION FUND / PROGRAM AREA C	246.53
		HEAT/GAS-ANNEX	CORPORATE / GENERAL ADMINISTRATION	123.01
			CHECK TOTAL	1,038.60
52345	O'REILLY AUTOMOTIVE INC	AIR FILTER/VPOWER PLUG	FOXFORD HILLS GOLF CLUB / OPERATIONS	52.56
			CHECK TOTAL	52.56
52346	PDRMA	LIABILITY/PROPERTY/WKS COMP	INSURANCE /	32,734.94
		LIABILITY/PROPERTY/WKS COMP	FOXFORD HILLS GOLF CLUB /	7,318.54

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CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
52346	PDRMA	GRP INSURANCE-DEC23	CORPORATE / GENERAL ADMINISTRATION	6,789.26
		GRP INSURANCE-DEC23	CORPORATE / PARK MAINTENANCE	16,857.18
		GRP INSURANCE-DEC23	RECREATION FUND / ADMINISTRATION	13,617.78
		GRP INSURANCE-DEC23	RECREATION FUND / FACILITY MAINTENANCE	2,441.60
			CHECK TOTAL	79,759.30
52347	PETROCHOICE, LLC	FUEL-SHOP	CORPORATE / PARK MAINTENANCE	1,649.90
			CHECK TOTAL	1,649.90
52348	QUILL CORPORATION	BINDERS/PRINTER CARTRIDGE	RECREATION FUND / PROGRAM AREA C	520.87
		LAMINATING POUCHES	RECREATION FUND / PROGRAM AREA C	58.39
		FILE EXPANSION FOLDERS	CORPORATE / GENERAL ADMINISTRATION	24.59
		FILE EXPANSION FOLDERS	RECREATION FUND / ADMINISTRATION	24.59
			CHECK TOTAL	628.44
52349	REINDERS, INC.	TORO SAND RAKE PARTS	FOXFORD HILLS GOLF CLUB / MAINTENANCE	827.49
			CHECK TOTAL	827.49
52350	RELIANT CONTRACT GLASS, INC	GLASS INSTALL-CC POOL OFFICE	RECREATION FUND / FACILITY MAINTENANCE	720.00
			CHECK TOTAL	720.00
52351	MIKE RENNER	REIMB-IPRA CONF HOTEL	CORPORATE / GENERAL ADMINISTRATION	464.85
			CHECK TOTAL	464.85
52352	SHAW SUBURBAN MEDIA GROUP	PLAYGRD BID NOTICE-LIONS	CAPITAL PROJECTS FUND /	219.18
			CHECK TOTAL	219.18
52353	MEGHAN TILLSON	MILEAGE REIMBURSMT	CORPORATE / GENERAL ADMINISTRATION	117.52
			CHECK TOTAL	117.52
			CHECK TOTAL	0.00
52355	VILLAGE OF CARY	WATER-JAYCEE PK	CORPORATE / GENERAL ADMINISTRATION	17.13
		WATER-PARKS GARAGE	CORPORATE / GENERAL ADMINISTRATION	6.62
		WATER-KAPER PK	RECREATION FUND / ADMINISTRATION	6.62
		WATER-CC	CORPORATE / GENERAL ADMINISTRATION	134.69
		WATER-CC	RECREATION FUND / ADMINISTRATION	134.68
		WATER-SBAC	RECREATION FUND / PROGRAM AREA B	17.13

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CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
52355	VILLAGE OF CARY	WATER-HOFFMAN PK	RECREATION FUND / ADMINISTRATION	28.98
		WATER-FHGC MAINT	FOXFORD HILLS GOLF CLUB / MAINTENANCE	1,204.76
		WATER-FHGC BATHROOM	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	6.62
		WATER-PRESCHOOL	RECREATION FUND / PROGRAM AREA C	38.15
		WATER-FHGC	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	48.66
			CHECK TOTAL	1,644.04
52356	VIRTOO SERVICES, LLC.	PROJECT SETUP MS 365	CORPORATE / GENERAL ADMINISTRATION	255.00
		PROJECT SETUP MS 365	RECREATION FUND / ADMINISTRATION	255.00
		PROJECT SETUP MS 365	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	127.50
		PRESCHOOL SCANNING SETUP	RECREATION FUND / ADMINISTRATION	225.00
			CHECK TOTAL	862.50
			CHECK TOTAL	0.00
52358	WALTER ALARM SERVICES, INC.	SUPPRESSION SYS INSPECTION	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	125.00
		SUPPRESSION SYS INSPECTION	CORPORATE / PARK MAINTENANCE	62.50
		SUPPRESSION SYS INSPECTION	RECREATION FUND / FACILITY MAINTENANCE	62.50
		SUPPRESSION SYS INSPECTION	RECREATION FUND / FACILITY MAINTENANCE	125.00
		FIRE SPRINKLER INSPECTION	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	325.00
		FIRE SPRINKLER INSPECTION	CORPORATE / PARK MAINTENANCE	162.50
		FIRE SPRINKLER INSPECTION	RECREATION FUND / FACILITY MAINTENANCE	162.50
		FIRE ALARM INSPECTION	RECREATION FUND / FACILITY MAINTENANCE	285.00
		FIRE ALARM INSPECTION	RECREATION FUND / FACILITY MAINTENANCE	285.00
		FIRE ALARM INSPECTION	CORPORATE / PARK MAINTENANCE	285.00
		FIRE ALARM INSPECTION	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	285.00
		FIRE ALARM INSPECTION	CORPORATE / PARK MAINTENANCE	285.00
		FIRE ALARM INSPECTION	FOXFORD HILLS GOLF CLUB / MAINTENANCE	285.00
		FIRE ALARM INSPECTION	RECREATION FUND / FACILITY MAINTENANCE	285.00
		FIRE EXTINGUISHER MAINT	RECREATION FUND / FACILITY MAINTENANCE	12.00
		FIRE EXTINGUISHER MAINT	RECREATION FUND / FACILITY MAINTENANCE	12.00
		FIRE EXTINGUISHER MAINT	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	84.00
		FIRE EXTINGUISHER MAINT	FOXFORD HILLS GOLF CLUB / MAINTENANCE	48.00
		FIRE EXTINGUISHER MAINT	CORPORATE / PARK MAINTENANCE	80.00
			CHECK TOTAL	3,256.00
52359	CINTAS CORP	UNIFORMS	CORPORATE / PARK MAINTENANCE	102.14
		UNIFORMS	RECREATION FUND / FACILITY MAINTENANCE	11.54
			CHECK TOTAL	113.68

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CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
52360	CLUB CAR, LLC	GPS FOR GOLF CARTS-FEB24	FOXFORD HILLS GOLF CLUB / OPERATIONS	3,600.00
			CHECK TOTAL	3,600.00
52361	COMMUNICATIONS DIRECT INC	NEW RADIOS/CHARGER	FOXFORD HILLS GOLF CLUB / OPERATIONS	4,190.00
			CHECK TOTAL	4,190.00
52362	PETTY CASH	SNR B-DAY BINGO-MAR/APR/MAY	RECREATION FUND / PROGRAM AREA A	135.00
		SNR B-DAY BINGO-FEB24	RECREATION FUND / PROGRAM AREA A	45.00
			CHECK TOTAL	180.00
52363	GOLFVISIONS MANAGEMENT, INC.	GRP INSURANCE-FHGC	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	1,551.85
		GRP INSURANCE-FHGC	FOXFORD HILLS GOLF CLUB / OPERATIONS	510.72
		GRP INSURANCE-FHGC	FOXFORD HILLS GOLF CLUB / OPERATIONS	532.45
			CHECK TOTAL	2,595.02
52364	MENARD'S	DRILL BIT SHARPENER	FOXFORD HILLS GOLF CLUB / MAINTENANCE	109.95
		STEEL SQUARE TUBE	FOXFORD HILLS GOLF CLUB / OPERATIONS	45.86
		DETERGENT	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	39.88
		JOINT	FOXFORD HILLS GOLF CLUB / MAINTENANCE	14.97
			CHECK TOTAL	210.66
52365	NADLER GOLF CAR SALES, INC.	GOLF CART REPAIRS	FOXFORD HILLS GOLF CLUB / OPERATIONS	282.36
			CHECK TOTAL	282.36
52366	O'REILLY AUTOMOTIVE INC	OIL FILTER/BATTERY	FOXFORD HILLS GOLF CLUB / MAINTENANCE	69.56
			CHECK TOTAL	69.56
52367	SYSCO FOOD SERVICES-CHICAGO	PROGRAM SUPPLIES-SNACKS	RECREATION FUND / PROGRAM AREA C	890.09
			CHECK TOTAL	890.09
52368	VERSION2, LLC - HOSTING	VEEAM BKUP & CLOUD CONNECT	CORPORATE / GENERAL ADMINISTRATION	113.60
		VEEAM BKUP & CLOUD CONNECT	RECREATION FUND / ADMINISTRATION	113.60
		VEEAM BKUP & CLOUD CONNECT	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	56.80
			CHECK TOTAL	284.00
52369	VIRTOO SERVICES, LLC.	IT SERVICE PLAN/SUPPORT	CORPORATE / GENERAL ADMINISTRATION	2,820.00
		IT SERVICE PLAN/SUPPORT	RECREATION FUND / ADMINISTRATION	2,820.00
		IT SERVICE PLAN/SUPPORT	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	1,410.00
			CHECK TOTAL	7,050.00
			CHECK TOTAL	0.00
			CHECK TOTAL	0.00
			CHECK TOTAL	0.00
			CHECK TOTAL	0.00
			CHECK TOTAL	0.00

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CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
52375	BMO CORPORATE MASTERCARD	VERIZON-PHONES & TABLETS	CORPORATE / GENERAL ADMINISTRATION	135.23
		COMCAST-ANNEX/CC/HFM PK/PARKS	CORPORATE / GENERAL ADMINISTRATION	1,683.04
		POSTAGE MACHINE LEASE	CORPORATE / GENERAL ADMINISTRATION	225.09
		IAPD CONFERENCE/GOVMT UP WEBNR	CORPORATE / GENERAL ADMINISTRATION	753.12
		NRPA MEMBERSHIP RENEWAL	CORPORATE / GENERAL ADMINISTRATION	70.00
		CHAIR MAT/PLANNER/STAPLER/1099	CORPORATE / GENERAL ADMINISTRATION	235.03
		ZOOM/ADOBE SUBSCRIPTION	CORPORATE / GENERAL ADMINISTRATION	106.95
		TOLL PASS REPLENISHMT	CORPORATE / GENERAL ADMINISTRATION	20.00
		WASTE MGMT-LIONS PK	CORPORATE / PARK MAINTENANCE	275.10
		VERIZON-PHONES & TABLETS	CORPORATE / PARK MAINTENANCE	454.95
		IAPD/PDRMA/MIPE TRAINING	CORPORATE / PARK MAINTENANCE	1,304.54
		SAWHORSE/DRIVE BELT/CAULK GUN	CORPORATE / PARK MAINTENANCE	500.27
		WATER/GATORADE/PRIME	CORPORATE / PARK MAINTENANCE	72.65
		PRINTER CARTRIDGES/BINDER/PENS	CORPORATE / PARK MAINTENANCE	102.47
		MAINTAINX PLAN	CORPORATE / PARK MAINTENANCE	118.00
		STAFF LUNCH	CORPORATE / PARK MAINTENANCE	93.52
		PLYWOOD/PAINT ROLLER/BRUSHES	CORPORATE / PARK MAINTENANCE	219.87
		MIRROR REFUND	CORPORATE / PARK MAINTENANCE	-182.33
		WASHERS/NUTS/J BEND/WALL TUBE	CORPORATE / PARK MAINTENANCE	55.62
		STAIN/SCREWS/WASHERS/SEALANT	CORPORATE / PARK MAINTENANCE	268.11
		TIRE/RIMS/VALVE/STARTER ASSY	CORPORATE / PARK MAINTENANCE	910.49
		SAFETY LN/WIPERS/OIL FILTERS	CORPORATE / PARK MAINTENANCE	676.65
		ICE MELT/LIGHT BULBS/POSTS	CORPORATE / PARK MAINTENANCE	1,136.30
		VERIZON-PHONES & TABLETS	CORPORATE / PLANNING & DEVELOPMENT	58.79
		CAT5E PLENUM DATA CABLE	CORPORATE / PLANNING & DEVELOPMENT	105.00
		VERIZON-PHONES & TABLETS	CORPORATE / COMMUNICATIONS & MARKETING	93.99
		IAPD CONFERENCE	CORPORATE / COMMUNICATIONS & MARKETING	47.77
		SHAW ARCHIVE/REACH/ADOBE	CORPORATE / COMMUNICATIONS & MARKETING	727.18
		AUG DEPOSIT-FABYAN FOREST	RECREATION FUND /	212.00
		VERIZON-PHONES & TABLETS	RECREATION FUND / ADMINISTRATION	557.32
		COMCAST-CC FITNESS	RECREATION FUND / ADMINISTRATION	304.26
		IAPD/AQUATIC FACILITY SEMINAR	RECREATION FUND / ADMINISTRATION	325.00
		IPRA RENEWAL	RECREATION FUND / ADMINISTRATION	245.00
		CALENDAR/PRINTER STAND/1099	RECREATION FUND / ADMINISTRATION	280.26
		WASTE MGMT-LIONS PK	RECREATION FUND / FACILITY MAINTENANCE	275.08
		LIGHT BULT DISPOSAL	RECREATION FUND / FACILITY MAINTENANCE	23.70
		WASTE MGMT-PRESCHOOL	RECREATION FUND / FACILITY MAINTENANCE	238.22
		WASHING MACHINE	RECREATION FUND / FACILITY MAINTENANCE	478.00

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CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
52375	BMO CORPORATE MASTERCARD	FLOOR SEALER	RECREATION FUND / FACILITY MAINTENANCE	15.87
		WATER BOTTLE FILTER REFILL KIT	RECREATION FUND / FACILITY MAINTENANCE	69.96
		FLEX SEAL SPRAY	RECREATION FUND / FACILITY MAINTENANCE	18.04
		3V BATTERY	RECREATION FUND / FACILITY MAINTENANCE	4.19
		THERMOSTAT	RECREATION FUND / FACILITY MAINTENANCE	28.49
		SALT/FLUSH MODULE	RECREATION FUND / FACILITY MAINTENANCE	216.44
		CO-OP TRIP/GOLDEN SUBSCRIPTION	RECREATION FUND / PROGRAM AREA A	84.49
		BINGO CARDS/PLATES/CRAFT/DECOR	RECREATION FUND / PROGRAM AREA A	1,311.85
		COMCAST-SBAC	RECREATION FUND / PROGRAM AREA B	430.18
		BIRTHDAY BEARS	RECREATION FUND / PROGRAM AREA B	224.04
		KETTLEBELLS/SUSPENSION TRNR	RECREATION FUND / PROGRAM AREA B	453.74
		RAUE CENTER FOR THE ARTS	RECREATION FUND / PROGRAM AREA C	1,424.00
		COMCAST-PRESCHOOL	RECREATION FUND / PROGRAM AREA C	386.01
		VERIZON-PHONES & TABLETS	RECREATION FUND / PROGRAM AREA C	93.35
		CARY GYM/CINEMA/MAGIC SHOW	RECREATION FUND / PROGRAM AREA C	951.00
		GLUE/LABELS/CARD STOCK/DOILIES	RECREATION FUND / PROGRAM AREA C	627.84
		GAMES/FIDGETS/CRAFT KITS/CARS	RECREATION FUND / PROGRAM AREA C	266.15
		FOOD-SNACKS	RECREATION FUND / PROGRAM AREA C	123.16
		CARTOON DRAWING CLASS	RECREATION FUND / PROGRAM AREA D	350.00
		DANCE COSTUMES	RECREATION FUND / PROGRAM AREA D	847.73
		BOOT TRAYS/STICKERS/WEIGHTS	RECREATION FUND / PROGRAM AREA D	362.32
		FACEBOOK-WINTER/SPRING PROGRAM	RECREATION FUND / COMMUNICATIONS & MARKETING	300.00
		VERIZON-PHONES & TABLETS	RECREATION FUND / COMMUNICATIONS & MARKETING	14.86
		CC POSTER	RECREATION FUND / COMMUNICATIONS & MARKETING	35.99
		IAPD CONFERENCE	RECREATION FUND / COMMUNICATIONS & MARKETING	15.91
		REACH MARKETING	RECREATION FUND / COMMUNICATIONS & MARKETING	177.00
		COMCAST-FHGC	FOXFORD HILLS GOLF CLUB / OPERATIONS	529.83
		WASTE MGMT-FHGC MAINT.	FOXFORD HILLS GOLF CLUB / MAINTENANCE	382.46
		COMCAST-FHGC MAINT.	FOXFORD HILLS GOLF CLUB / MAINTENANCE	334.31
		TORO COMPANY	FOXFORD HILLS GOLF CLUB / MAINTENANCE	260.00
		WASTE MGMT-FHGC	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	382.46
		INTWINE CONNECT	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	85.00
		FURNACES CLEANED/CHECKED	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	269.85
			CHECK TOTAL	24,282.76
52376	AFLAC	GRP INSURANCE-AFLAC	CORPORATE /	370.26
			CHECK TOTAL	370.26

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52377	AIRGAS USA, LLC	CYLINDER RENTAL-JAN24	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	59.36
			CHECK TOTAL	59.36
52378	COBRA GOLF INCORPORATED	POLOS-BIRDS OF PARADISE	FOXFORD HILLS GOLF CLUB / OPERATIONS	-403.75
		POLOS-BIRDS OF PARADISE	FOXFORD HILLS GOLF CLUB / OPERATIONS	1,767.00
			CHECK TOTAL	1,363.25
52379	HARRIS COMPUTER SYSTEMS	MSI YR END PROCESSING TRAINING	CORPORATE / GENERAL ADMINISTRATION	50.00
		MSI YR END PROCESSING TRAINING	CORPORATE / GENERAL ADMINISTRATION	50.00
		MSI YR END PROCESSING TRAINING	CORPORATE / GENERAL ADMINISTRATION	50.00
			CHECK TOTAL	150.00
52380	HOT SHOTS SPORTS	HOT SHOTS BIRTHDAY PARTIES	RECREATION FUND / PROGRAM AREA B	420.00
			CHECK TOTAL	420.00
52381	CYNTHIA MURPHY	MILEAGE REIMBURSMT	CORPORATE / GENERAL ADMINISTRATION	57.62
			CHECK TOTAL	57.62
52382	PDRMA	GRP INSURANCE-JAN24	CORPORATE / GENERAL ADMINISTRATION	7,260.86
		GRP INSURANCE-JAN24	CORPORATE / PARK MAINTENANCE	19,733.06
		GRP INSURANCE-JAN24	RECREATION FUND / ADMINISTRATION	13,502.61
		GRP INSURANCE-JAN24	RECREATION FUND / FACILITY MAINTENANCE	3,361.06
		PDRMA HEALTH INS CREDIT	CORPORATE /	-1,490.94
			CHECK TOTAL	42,366.65
52383	ALLIED UNIVERSAL	DOG PARK KEY FOBS	CORPORATE / PARK MAINTENANCE	1,284.00
			CHECK TOTAL	1,284.00
52384	ANDERSON PEST SOLUTIONS	PEST CONTROL-PARKS GARAGE	CORPORATE / PARK MAINTENANCE	40.55
		PEST CONTROL-PARKS GARAGE	RECREATION FUND / FACILITY MAINTENANCE	40.55
		PEST CONTROL-FHGC	FOXFORD HILLS GOLF CLUB / CLUBHOUSE	135.20
			CHECK TOTAL	216.30
52385	B&B PRODUCTIONS INC.	DEPOSIT-JUNE STAGE RENTAL	RECREATION FUND /	1,397.50
			CHECK TOTAL	1,397.50
52386	FIRST COMMUNICATIONS, LLC	PHONES-FHGC	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	131.42
		PHONES-SBAC	RECREATION FUND / PROGRAM AREA B	141.66

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52386	FIRST COMMUNICATIONS, LLC	PHONES-FHGC MAINT.	FOXFORD HILLS GOLF CLUB / MAINTENANCE	49.99
		PHONES-CC	CORPORATE / GENERAL ADMINISTRATION	297.18
		PHONES-CC	RECREATION FUND / ADMINISTRATION	297.18
		PHONES-PARKS GARAGE	CORPORATE / PARK MAINTENANCE	116.79
		PHONES-ANNEX	CORPORATE / GENERAL ADMINISTRATION	165.39
		PHONES-PRESCHOOL	RECREATION FUND / PROGRAM AREA C	184.77
			CHECK TOTAL	1,384.38
52387	FOLDING PARTITION SERVICES	WALL PARTITION REPAIR	RECREATION FUND / FACILITY MAINTENANCE	1,202.50
		WALL PARTITION REPAIR	RECREATION FUND / FACILITY MAINTENANCE	1,202.50
			CHECK TOTAL	2,405.00
52388	GOLFVISIONS MANAGEMENT, INC.	MGMT FEE-FEB24	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	3,000.00
		GRP INSURANCE-FHGC	FOXFORD HILLS GOLF CLUB / GENERAL & ADMINISTRAT	1,551.85
		GRP INSURANCE-FHGC	FOXFORD HILLS GOLF CLUB / OPERATIONS	510.72
		GRP INSURANCE-FHGC	FOXFORD HILLS GOLF CLUB / OPERATIONS	532.45
			CHECK TOTAL	5,595.02
52389	HOMER INDUSTRIES, LLC.	PLAYGROUND MULCH	CORPORATE / PARK MAINTENANCE	760.00
		PLAYGROUND MULCH	SPECIAL RECREATION FUND /	760.00
			CHECK TOTAL	1,520.00
52390	GARY KANTOR	MAGIC CLASS-FEB24	RECREATION FUND / PROGRAM AREA D	138.60
			CHECK TOTAL	138.60
52391	LRS	TOILET RENT-LIONS/HFMN PARK	CORPORATE / PARK MAINTENANCE	118.00
		TOILET RENT-LIONS/HFMN PARK	RECREATION FUND / FACILITY MAINTENANCE	118.00
			CHECK TOTAL	236.00
52392	LAWSON PRODUCTS, INC.	CABLE TIES/LOCK NUTS/WASHERS	FOXFORD HILLS GOLF CLUB / MAINTENANCE	197.28
			CHECK TOTAL	197.28
52393	MASTER OF THE LINKS	GOLF COURSE SUPPLIES	FOXFORD HILLS GOLF CLUB / MAINTENANCE	3,180.55
			CHECK TOTAL	3,180.55
52394	NADLER GOLF CAR SALES, INC.	GOLF CART REPAIRS	FOXFORD HILLS GOLF CLUB / OPERATIONS	901.26
			CHECK TOTAL	901.26

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FROM CHECK # 52284 TO CHECK # 52400				
CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
52395	O & S ALEXANDER OFFICE LLC	ANNEX RENT-MAR24	CORPORATE / GENERAL ADMINISTRATION	2,760.00
			CHECK TOTAL	2,760.00
52396	P & W GOLF SUPPLY LLC	17" RAKE HEAD	FOXFORD HILLS GOLF CLUB / MAINTENANCE	249.75
			CHECK TOTAL	249.75
52397	REVELS	SERVICE SCHOOL 2024	FOXFORD HILLS GOLF CLUB / MAINTENANCE	50.00
		EXTENSION/WHEEL/VBELT/SCREW	FOXFORD HILLS GOLF CLUB / MAINTENANCE	544.32
		SEAL KIT/WASHERS	FOXFORD HILLS GOLF CLUB / MAINTENANCE	210.85
		SHAFT/WHEELS/ROLLER/NUTS	FOXFORD HILLS GOLF CLUB / MAINTENANCE	1,050.85
		BEARINGS/SEAT SWITCH/SPRINGS	FOXFORD HILLS GOLF CLUB / MAINTENANCE	397.11
			CHECK TOTAL	2,253.13
52398	ROYAL REFRIGERATION, INC.	REFRIGERATOR REPAIR	FOXFORD HILLS GOLF CLUB / FOOD & BEVERAGE	414.35
			CHECK TOTAL	414.35
52399	ACUSHNET COMPANY	SHIPPING	FOXFORD HILLS GOLF CLUB / OPERATIONS	19.66
			CHECK TOTAL	19.66
52400	WAREHOUSE DIRECT, INC.	ROOM DEODERIZER REFILL	RECREATION FUND / FACILITY MAINTENANCE	154.92
			CHECK TOTAL	154.92
			WARRANT TOTAL	267,961.57

TREASURER'S REPORT

CARY PARK DISTRICT
FINANCIAL STATEMENTS

FOR THE NINE MONTHS ENDED JANUARY 31, 2024

Cary Park District
Budget Report, All Funds
Nine Months Ended January 31, 2024

	Month of January		Nine Months Ended January 31, 2024		Y-T-D @ 1/31/2023	Fiscal Year 23/24	Nine Month Actual as a % of Fiscal Year Budget
Revenues	Actual	Budget	Actual	Budget	Actual	Budget	
Real Estate Taxes	\$ -	\$ -	\$ 5,426,347	\$ 5,413,953	\$ 5,142,545	\$ 5,413,953	100.2%
Replacement Tax	-	-	71,351	65,500	97,748	100,000	71.4%
Program Revenue	126,932	112,328	1,651,173	1,471,289	1,163,125	1,717,680	96.1%
Golf Fees & Charges	87	3,859	1,639,435	1,371,152	1,498,422	1,478,824	110.9%
Golf Instruction	550	2,200	28,535	22,000	30,095	22,000	129.7%
Merchandise, Food & Beverage Sales	1,823	-	399,685	333,650	384,620	360,000	111.0%
Rental	4,675	6,087	160,273	145,130	137,835	160,894	99.6%
Investment & Service Fees	37,558	12,944	353,033	119,725	111,338	158,534	222.7%
Grants	-	-	-	136,574	-	136,574	0.0%
Donations/Developer Contributions	-	500	99,461	77,655	116,114	96,116	103.5%
Advertising	-	-	-	-	-	4,500	0.0%
Sale of Equipment	24,575	-	24,575	27,842	3,400	51,764	47.5%
Miscellaneous	1,923	25	6,005	5,640	18,615	3,029	198.2%
Total Revenues	198,124	137,943	9,859,873	9,190,110	8,703,857	9,703,868	101.6%
Expenditures							
<u>Operating:</u>							
Personnel & Payroll Related Costs	282,021	280,603	3,078,032	2,938,587	2,421,914	3,765,799	81.7%
Professional Services	65,364	59,072	979,629	980,404	883,055	1,213,758	80.7%
Services	60,015	71,031	814,779	878,250	671,231	1,113,703	73.2%
Commodities	19,209	15,107	689,376	636,605	620,559	716,615	96.2%
Repairs & Maintenance	23,626	18,575	204,381	226,617	254,045	285,548	71.6%
Loss on Disposal of Equipment	-	-	-	-	9,878	-	0.0%
Depreciation	8,982	9,869	75,996	80,485	104,889	110,095	69.0%
Total Operating	459,216	454,257	5,842,193	5,740,948	4,965,571	7,205,518	81.1%
<u>Capital:</u>							
Capital Projects Fund	6,402	5,000	791,325	1,331,510	30,266	1,413,510	56.0%
Cary Grove Development Fund	-	-	-	-	2,245,634	-	0.0%
Capital Equipment Replacement Fund	-	-	155,509	241,502	67,652	328,177	47.4%
Other	-	-	36,918	32,150	38,485	147,150	25.1%
Total Capital	6,402	5,000	983,751	1,605,162	2,382,037	1,888,837	52.1%
<u>Debt:</u>							
G.O. Limited Tax Park Bond & Interest	-	6,700	39,212	39,212	16,140	39,212	100.0%
2013A General Obligation Refunding Bonds	-	-	-	-	104,000	-	0.0%
Debt Certificates Series 2017	-	-	-	-	894	-	0.0%
2018A Alternate Revenue Bonds	-	-	353,319	353,319	350,669	353,319	100.0%
Debt Certificates, 2019A	-	-	194,426	194,426	194,430	194,426	100.0%
Sunburst Bay Aquatic Center Debt	-	-	569,265	569,265	572,455	569,265	100.0%
Total Debt Service	-	6,700	1,156,222	1,156,222	1,238,588	1,156,222	100.0%
Total Expenditures	465,618	465,957	7,982,166	8,502,332	8,586,196	10,250,577	77.9%
Net Addition (Reduction) To Fund Balance	\$ (267,494)	\$ (328,014)	\$ 1,877,707	\$ 687,778	\$ 117,661	\$ (546,709)	
Beginning Fund Balance May 1, 2023			10,040,373				
Ending Fund Balance January 31, 2024			<u>\$ 11,918,080</u>				

Note: The above statement includes Foxford Hills Golf Club, an Enterprise Fund. The Enterprise Fund is prepared on a full accrual basis while the remaining Funds are prepared on a modified accrual basis.

Cary Park District
D/B/A Foxford Hills Golf Club
Income Statement
Nine Months Ended January 31, 2024

	Month of January		Nine Months Ended January 31, 2024		Y-T-D @ 1/31/2023	Fiscal Year 23/24	Nine Month Actual as a % of Fiscal Year Budget
	Actual	Budget Allocation	Actual	Budget	Actual	Budget	
<i>Operating Revenues</i>							
Golf Course Fees & Charges	\$ 87	\$ 3,859	\$ 1,639,435	\$ 1,371,152	\$ 1,498,422	\$ 1,478,824	110.9%
Golf Instruction	550	2,200	28,535	22,000	30,095	22,000	129.7%
Merchandise, Food & Beverage Sales	1,823	-	399,685	333,650	384,620	360,000	111.0%
Investment Income	1,000	-	1,000	-	-	-	
<i>Total Operating Revenues</i>	<u>3,460</u>	<u>6,059</u>	<u>2,068,655</u>	<u>1,726,802</u>	<u>1,913,137</u>	<u>1,860,824</u>	<u>111.17%</u>
<i>Operating Expenses</i>							
Professional Services	48,876	39,313	718,889	678,703	652,172	853,975	84.2%
Services	13,513	13,395	191,802	183,961	130,629	222,788	86.1%
Commodities	1,796	332	324,461	308,475	325,728	334,602	97.0%
Repairs & Maintenance	9,887	4,483	88,398	105,300	122,355	121,125	73.0%
Depreciation	8,982	9,869	75,996	80,485	104,889	110,095	69.0%
<i>Total Operating Expenses</i>	<u>83,054</u>	<u>67,392</u>	<u>1,399,546</u>	<u>1,356,924</u>	<u>1,335,773</u>	<u>1,642,585</u>	<u>85.2%</u>
<i>Operating Income</i>	<u>(79,594)</u>	<u>(61,333)</u>	<u>669,109</u>	<u>369,878</u>	<u>577,364</u>	<u>218,239</u>	<u>306.6%</u>
<i>Nonoperating Revenues (Expenses)</i>							
Gain (Loss) on Disposal of Assets	5,742	-	5,742	-	(9,878)	-	0.0%
Interest Expense - Debt Certificates 2017	-	-	-	-	(894)	-	0.0%
<i>Total Nonoperating Revenues (Expenses)</i>	<u>5,742</u>	<u>-</u>	<u>5,742</u>	<u>-</u>	<u>(10,772)</u>	<u>-</u>	<u>0.0%</u>
Change in Net Position Before Transfers	(73,853)	(61,333)	674,851	369,878	566,592	218,239	309.2%
Transfer Out - Corporate Fund	-	-	-	-	(50,000)	-	0.0%
Change in Net Position	<u>\$ (73,853)</u>	<u>\$ (61,333)</u>	<u>\$ 674,851</u>	<u>\$ 369,878</u>	<u>\$ 516,592</u>	<u>\$ 218,239</u>	<u>309.2%</u>
Beginning Net Position May 1, 2023			4,441,343				
Ending Net Position January 31, 2024			<u>\$ 5,116,194</u>				

Cary Park District
Balance Sheet (1)
January 31, 2024

ASSETS

Cash and Investments	\$ 8,391,763
Receivables:	
Recreation Programs	281,100
Other	21,948
Grant Receivable - ITEP	26,795
Deposits	7,632
Prepaid Expenses	221
Inventory	38,775
Net Fixed Assets (Foxford Hills Golf Club Only)	4,655,570
TOTAL ASSETS	\$ 13,423,804

LIABILITIES

Accounts Payable	\$ 177,785
Accrued Expenditures:	
Payroll	94,199
Insurance	8,713
Other	53,741
Deferred Revenue:	
Recreation Programs	312,136
Gift Certificates and Gift Cards	38,396
Deposits	2,865
Bonds Payable	817,890
TOTAL LIABILITIES	1,505,724
TOTAL FUND BALANCE	11,918,080
TOTAL LIABILITIES AND FUND BALANCE	\$ 13,423,804

Note - 1) The above statement includes Foxford Hills Golf Club, an Enterprise Fund.
Fixed Assets include the Assets of Foxford Hills Golf Club only.
Governmental Fund debt issued with a term less than twelve months is included on the Balance Sheet.

Cary Park District
Recap of Changes in Cash & Investments and Fund Balances
Nine Months Ended January 31, 2024

	Balance as of 5/01/23	Net Increase (Decrease)	Balance as of 01/31/24
Cash & Investments			
Harris Bank - Payroll	\$ 1,310	\$ (1,233)	\$ 77
Cary Bank & Trust - Maxsafe Account	716,709	29,912	746,621
Harris Bank - MM	294,914	3,488	298,402
Home State Bank - Checking	12,283	81,739	94,022
Home State Bank - MM	252,116	5,938	258,054
The Illinois Funds	6,116,925	875,337	6,992,262
Petty Cash & Cash on Hand	2,625	(300)	2,325
Total Cash and Investments	\$ 7,396,881	\$ 994,882	\$ 8,391,763

	Balance as of 5/01/23	Net Increase (Decrease)	Balance as of 01/31/24
Fund Balances			
Corporate	2,500,216	\$ 385,745	2,885,961
Recreation	954,643	481,171	1,435,814
Developers' Donations	583,950	118,076	702,026
G.O. Limited Tax Park Bond & Interest	(731,960)	-	(731,960)
2018A Alternate Revenue Bonds	-	-	-
2019A Debt Certificates	-	-	-
Aquatic Center Debt	-	-	-
Audit	9,800	(1,207)	8,593
Capital Projects	753,944	(14,498)	739,446
Liability Insurance	88,793	63,349	152,142
Equipment Replacement	692,455	179,537	871,992
IMRF/Social Security	144,731	36,894	181,625
Paving and Lighting	69,136	7,310	76,446
Special Recreation	518,587	(45,629)	472,958
Cary Prairie Heritage Fund	14,735	(7,891)	6,844
Foxford Hills Golf Course	4,441,343	674,851	5,116,194
Total All Funds	\$ 10,040,373	\$ 1,877,707	\$ 11,918,080

CARY PARK DISTRICT

INVESTMENT ACTIVITY REPORT

January 31, 2024

Cary Park District
Investment Activity
January 31, 2024

Interest Bearing Funds

Account	Book Balance @ 4/30/23	Book Balance @ 1/31/24	January Interest Rate	Interest Received
The Illinois Funds	6,116,925	6,992,262	5.39%	312,646
Cary Bank & Trust - Maxsafe Account	716,709	746,621	5.39%	29,912
Harris Bank - Money Market	294,914	298,402	1.19%	3,294
Home State Bank - Money Market	252,116	258,054	3.10%	5,937
<i>Total</i>	<u>7,380,664</u>	<u>8,295,339</u>		<u>351,789</u>

To: Board of Commissioners
From: Dan Jones, Executive Director
Date: February 22, 2024



RE: Board Meeting Action Items Summary

Providing exceptional recreation, parks and open space opportunities.

VII.A.5 -- O-2023-24-10, Authorizing the Sale or Conveyance of Personal Property Belonging to the Cary Park District

Introduction

The Board approves the disposal of personal property belonging to the Park District for equipment that was valued at \$500.00 or greater at time of purchase.

Background

On multiple occasions each fiscal year, staff brings a disposal ordinance to the Board for consideration.

The first item listed is a trade-in of the old phone system due to a new phone system being installed in November 2023 that covered the Community Center, Administrative Annex, Preschool and Lions Park Maintenance Garage. The phone vendor, TIG, was responsible to recycle the old phones.

Four items are being relisted at a lower minimum bid amount from a previous Ordinance due to not reaching the previously set minimum bid at the last auction.

- Ordinance 2021-22-09: 2016 Ford F-250 Truck w/propane kit
- Ordinance 2021-22-09: 2013 Ford F-150 Super Crew 4x4 Truck
- Ordinance 2021-22-09: Pool Chemical Controller
- Ordinance 2022-23-09: JD2500B Triplex Mower (Foxford)

There is one item that is being relisted at a lower minimum bid amount from a previous Ordinance after re-evaluation by staff.

- Ordinance 2022-23-09: John Deere 4500 Tractor (Foxford)

Equipment is disposed of using a public auction platform of which there are two options staff has used based on the type and value of the disposal equipment.

Staff Recommendation

Staff concurs with the recommendation of the COW.

COW Recommendation

The Committee recommended (5-0) Board of Commissioners approval of Ordinance O-2023-24-10, Authorizing the Sale or Conveyance of Personal Property Belonging to the Cary Park District.

Motion to Consider

Consent Agenda.

Board Memo

VII.A.6 -- 2024 Illinois Park and Recreation Association Environmental Report Card

Introduction

The IPRA Environmental Report Card was last completed as part of the Illinois Distinguished Accredited Agency review and approved by the Board on February 25, 2021. As an Illinois Distinguished Accredited Agency, the Park District should review and complete the Environmental Report Card every three years.

Background

When last completed in 2021, the Park District scored a 175 out of a possible 192 points (91%). The 2018 and 2015 report cards both had score of 90%.

The latest revision of the scorecard contained the Park District scored a 181 out of 202 points or 90%. The new score reflects the Park District's continued commitment to green practices and solidifies the agency's standing as an environmental leader in the field of parks and recreation

Staff Recommendation

Staff concurs with the recommendation of the COW.

COW Recommendation

The Committee recommended (5-0) Board of Commissioners acceptance of 2024 IPRA Environmental Report Card.

Motion to Consider

Consent Agenda.

VII.A.7 -- Policy 2-001, Attachment, Executive Director Job Description, revised

Introduction

The guidelines of the Distinguished Accreditation program adopted as a best practice of the Park District, state that the job description of the Executive Director be reviewed by the Board of Commissioners every five years. The job description was last reviewed in March of 2019.

Background

The Executive Director job description is an attachment to Policy 2-001, Executive Director Job Description, Authority and Responsibility. Two minor changes were made: 1) revision under Personnel Mgmt, #6, d. of Administrative Assistant to Administrative and Recreation Program Assistant; and 2) in several areas the word "Park" was added before "District" ("Park District") for consistency throughout the document.

Staff Recommendation

Staff concurs with the recommendation of the COW.

COW Recommendation

The Committee recommended (5-0) Board of Commissioners approval of the job description of the Executive Director, as revised.

Motion to Consider

Consent Agenda.

VII.B.1 – Consider – Bid Results, Lions Park Paving Project

Introduction

The Park District's 10 year capital plan approved in March 2023 as part of the FY2023-24 budget, included the Lions Park Pavement Replacement Project. Civil engineering and design work has proceeded during FY2023-24, allowing for project construction completion in FY2024-25.

Background

At the January 18, 2024 regular meeting of the Board of Commissioners, the Board directed the project to be bid and the results brought directly to the Board for consideration.

The project was advertised in the NW Herald and the Park District's website on January 25, 2024. A single sealed bid was received and opened on February 13, 2024.

The bid received was from the following contractor:

Geske and Sons, Inc. 400 E. Terra Cotta Avenue, Crystal Lake, IL. 60014 in the amount of \$1,143,948.97.

HR Green EOPC for construction was \$1,156,003.40 prior to bidding, therefore the bid is \$12,054.43 or 1.1% under the final EOPC.

HR Green and DPD Raica reviewed the bid for compliance and accuracy. Geske is a local paving contractor who has completed numerous asphalt projects for the Park District and many others in the local area with high quality craftsmanship and schedule efficiencies. Most recently Geske completed the asphalt paving subcontracted portion for the ITEP Hoffman Park Trail.

HR Green has recommended the bid from Geske be accepted by the Board.

Staff Recommendation

Staff recommends the bid from Geske and Sons be accepted by the Board of Commissioners.

Staff is recommending a 10% construction contingency in the amount of \$114,394.90 and FFE in the amount of \$15,000.00, and a construction budget of \$1,273,343.87 (rounded to \$1,274,000).

COW recommendation

None. This item is being brought straight to the Board for consideration.

Motion(s) To Consider

Move to approve the most responsive and responsible bid received from Geske and Sons, Inc., Crystal Lake, Illinois in the amount of \$1,143,948.97 to complete the Lions Park Paving Project.

Move to approve a construction budget not to exceed \$1,274,000.

VII.C.1 – Discussion – 2023 Season Review, Foxford Hills Golf Club

Introduction

John Miles, General Manager and Charlie Kane, PGA Pro, both of GolfVisions, will present to the Board an overview of the 2023 season at Foxford Hills Golf Club.

Motion(s) To Consider

None. This item is for Presentation and Discussion Only.

Cary Park District

ORDINANCE 0-2023-24-10

AN ORDINANCE AUTHORIZING THE SALE OR CONVEYANCE
OF PERSONAL PROPERTY BELONGING TO THE CARY PARK DISTRICT

Published by:
Cary Park District
255 Briargate Road
Cary, Illinois 60013

February 22, 2024

ORDINANCE O-2023-24-10

AN ORDINANCE AUTHORIZING THE SALE OR CONVEYANCE OF PERSONAL PROPERTY BELONGING TO THE CARY PARK DISTRICT

WHEREAS, 70 ILCS 1205/8-22 permits the Cary Park District to sell or convey personal property in any manner they may designate, with or without advertising a sale, when three-fifths of the members of the Board then holding office are of the opinion that such personal property is no longer necessary, useful, or for the best interests of the Park District to own; and

WHEREAS, the Cary Park District is the owner of certain items of personal property identified on the attached "Personal Property List"; and

WHEREAS, the now acting members of the Cary Park District Board of Park Commissioners have determined that said personal property is no longer necessary for, nor useful to, nor in the best interests to be owned by, the Cary Park District.

NOW THEREFORE, BE IT ORDAINED, by the President and Board of Park Commissioners of the Cary Park District, Cary, Illinois, as follows:

SECTION 1: That the conveyance of the personal property identified on the attached "Personal Property List" is hereby authorized.

SECTION 2: That the Executive Director of the Cary Park District be and hereby is authorized to sell or otherwise convey the personal property on the attached "Personal Property List".

BE IT FURTHER ORDAINED that this Ordinance shall take effect and be in full force from and after its passage.

Roll Call:

AYES: _____

NAYS: _____

ABSENT: _____

PASSED AND APPROVED THIS 22ND DAY OF FEBRUARY 2024

Melissa Victor, President
Board of Commissioners
Cary Park District

Attest: _____
Daniel C. Jones, Secretary
Cary Park District

Cary Park District
Ordinance O-2023-24-10

Personal Property List

Identification Tag #	Item Identification	Minimum Bid
No tags	Mitel HX Controller for Phone System (Community Center, Annex, Preschool, Lions Park)	\$0.00
<u>Relist</u>		
550012010054	Ford 2016 F-250 Truck	\$9,000.00
550012010054a	with Propane Kit	w/vehicle
550012010045	Ford 2013 F-150 Super Crew 4x4 Truck	\$8,000.00
000670	Pool Chemical Controller	\$0.00
M9/000131	JD2500B Triplex Mower (FHGC)	\$0.00
000137	John Deere 4500 Tractor (FHGC)	\$0.00

Environmental Report Card III

For Park & Recreation Agencies
Revised January 19, 2017

INSTRUCTIONS: This is a self-evaluative tool. Please look over each category and determine who within the agency would best be able to answer the questions related to that category. Some questions are repeated in different sections. All questions require a simple "YES" or "NO" response. All "YES" responses receive 1 point, unless indicated at the end of the question. A "NO" response receives no points on that question. A "N/A" response receives no points on that question and does not affect your total points because the question does not pertain to your agency or its practices (i.e. Special Recreation Associations filling out the evaluative report card). Tally up total points earned against total points possible for each section with out the "N/A" questions.

GENERAL		YES	NO	N/A	POINTS
1.	Does your agency have an environmental policy/plan or guidelines that help it become more environmentally responsible? (2 points)	<input checked="" type="checkbox"/>			2
	a. Is this policy/plan or set of guidelines/initiatives approved by the board?	<input checked="" type="checkbox"/>			1
	If you answer YES to item 1a, proceed to questions 2, 3 and 5. If you answer NO, proceed to questions 4 and 5.				
2.	Do full time and/or part time staff members receive an orientation and/or training in regard to your agency's environmental policy/plan?	<input checked="" type="checkbox"/>			1
3.	Has your agency established a staff-led Environmental Committee or 'Green Team' to encourage implementation of environmental efforts by all staff?		<input checked="" type="checkbox"/>		0
	a. Does your Environmental Committee or 'Green Team' review and update board-approved policies/initiatives?		<input checked="" type="checkbox"/>		0
4.	Does your agency make (or has your agency made) use of IPRA's Model Environmental Policy and/or Environmental Toolkit?				1

TOTAL POINTS 5

ADMINISTRATION AND FINANCE		YES	NO	N/A	POINTS
1.	Does your agency dedicate funds in its annual operations budget to support achievement of environmental goals? (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Recycling		<input checked="" type="checkbox"/>		
	Energy Audits		<input checked="" type="checkbox"/>		
	Natural Areas Maintenance/Management		<input checked="" type="checkbox"/>		
	Natural Areas Restoration/Re-creation		<input checked="" type="checkbox"/>		
	Native Landscaping		<input checked="" type="checkbox"/>		
	Storm Water Best Management Practices		<input checked="" type="checkbox"/>		
	Environmentally Friendly Purchasing		<input checked="" type="checkbox"/>		
	Alternative Fuel and/or Hybrid Vehicles		<input checked="" type="checkbox"/>		
	Energy Conservation		<input checked="" type="checkbox"/>		
	Other: Please List				
	TOTAL NUMBER CHECKED			5	

ADMINISTRATION AND FINANCE CONTINUED		YES	NO	N/A	POINTS
2.	In the last 5 years, has your agency dedicated capital funding towards environmental initiatives? (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Natural Area Restoration/Re-creation		<input checked="" type="checkbox"/>		
	Natural Area Public Access		<input checked="" type="checkbox"/>		
	Nature Program Facilities		<input type="checkbox"/>		
	Energy Conservation (ex: lighting, heating/cooling efficiency upgrades)		<input checked="" type="checkbox"/>		
	Permeable Pavement		<input checked="" type="checkbox"/>		
	Rain Gardens		<input checked="" type="checkbox"/>		
	Bio-Swales		<input checked="" type="checkbox"/>		
	Alternative Energy Systems		<input checked="" type="checkbox"/>		
	Other: Please List		<input type="checkbox"/>		
	TOTAL NUMBER CHECKED	5			
		YES	NO	N/A	POINTS
3.	In the past 5 years, has your agency applied for grants to fund environmental goals/initiatives (i.e. recycling, environmental education, natural areas restoration, natural areas acquisition, alternative fuel use, energy conservation, etc.)?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
4.	Does your agency use a set of guidelines (EPA's Environmentally Preferred Products {EPP} program, Green Seal.org or similar) to assist in purchasing decisions of environmentally preferred products and services?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
5.	Does your agency make conscious efforts within all departments or have written criteria to purchase products that include the following. (1 point for each checked below, with a maximum of 5 points) check all that apply	<input checked="" type="checkbox"/>			
	Minimal Packaging		<input checked="" type="checkbox"/>		
	Recycled and Recyclable Content		<input checked="" type="checkbox"/>		
	Renewable Resource Content		<input checked="" type="checkbox"/>		
	Minimum 30% Post Consumer Materials		<input checked="" type="checkbox"/>		
	Energy Star Rated Appliances		<input checked="" type="checkbox"/>		
	Low VOC Furnishings, Paints, etc		<input checked="" type="checkbox"/>		
	Low Toxicity Cleaning products		<input checked="" type="checkbox"/>		
	Locally Produced Materials/Products		<input checked="" type="checkbox"/>		
	Other: Please List		<input checked="" type="checkbox"/>		
	TOTAL NUMBER CHECKED	5			

ADMINISTRATION AND FINANCE CONTINUED		YES	NO	N/A	POINTS
6.	Does your agency seek to identify and purchase from vendors of environmentally friendly products through the US Communities or similar program? (2 points)	<input checked="" type="checkbox"/>			2
		YES	NO	N/A	POINTS
7.	When seeking proposals for professional services, does your agency request environmental references/qualifications as part of the RFP process (i.e. is the firm to be selected 'green,' or if an A/E or LA firm do they have LEED AP's on staff)?	<input checked="" type="checkbox"/>			1
	a. Does your agency ask bidders to provide a Statement of Sustainability to ensure bidders are also incorporating sustainability into their firm's practices, policies and procedures related to waste minimization, energy efficiency, water efficiency, staff and education.	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
8.	Are procedures in place to measure the impacts of environmental goals/initiatives? (e.g. cost savings, energy savings, waste reduction)	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
9.	Does your agency collaborate with other agencies/organizations on environmental efforts?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
10.	Does your agency promote public awareness of its sustainability efforts?	<input checked="" type="checkbox"/>			1

TOTAL POINTS

24

FACILITY MANAGEMENT & MAINTENANCE		YES	NO	N/A	POINTS
1.	Does your agency provide opportunities for staff to recycle waste products in office areas, lunchrooms, work areas, etc.?	<input checked="" type="checkbox"/>			1
	a. Are staff encouraged to recycle via policies, training, memoranda and notices?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
2.	Does your agency provide opportunities for patrons to recycle waste products in public areas including lobbies, classrooms, facilities, etc.?	<input checked="" type="checkbox"/>			1
	a. Are patrons encouraged to recycle via education, policies, promotion and signage?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
3.	Are recycling containers paired with waste containers, visibly well marked and easy to locate?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
4.	Are outside concessionaires required to minimize the use of disposable products? (2 points) (e.g. use of bio-compostable utensils, serving items, containers or packaging, reusable utensils or beverage containers)	<input checked="" type="checkbox"/>			2
	a. Are outside concessionaires required to offer recycling for patrons?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
5.	Does your agency encourage the use of electronic communication to conserve paper?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
6.	Is staff encouraged to use duplexing or double-sided copying of documents?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
7.	When contracting printing vendors or purchasing from vendors, does your agency specify:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2
	a. Paper for printing needs that is free of chlorine-bleaching in its manufacturing?	<input checked="" type="checkbox"/>			
	b. Paper that contains 30% or more post consumer recycled content?	<input checked="" type="checkbox"/>			
	c. Other: Please List	<input type="checkbox"/>			
		YES	NO	N/A	POINTS
8.	Do restrooms and locker rooms have water saving devices (low flow showers and toilets, and motion activated faucets)? Check only one.				5
	a. Are at least 50% of fixtures low flow or motion activated?				
	b. Are at least 75% of fixtures low flow or motion activated?				
	c. Are 100% of fixtures low flow or motion activated	<input checked="" type="checkbox"/>			
		YES	NO	N/A	POINTS
9.	Do restrooms and locker rooms have hand dryers in lieu of paper towels?	<input checked="" type="checkbox"/>			1
	a. Do 100% of your restrooms/locker rooms have hand dryers?	<input type="checkbox"/>			0
		YES	NO	N/A	POINTS
10.	Does your agency conduct energy audits?	<input checked="" type="checkbox"/>			1
	a. Following audits, does your agency make changes?	<input checked="" type="checkbox"/>			1
	b. After making changes, does your agency record differences in impact?	<input checked="" type="checkbox"/>			1

FACILITY MANAGEMENT & MAINTENANCE CONTINUED		YES	NO	N/A	POINTS
11.	Is energy-efficient lighting used (compact fluorescents, T-8 fluorescents or LEDs)?	<input checked="" type="checkbox"/>			1
	a. Are 100% of new or replacement lighting needs energy-efficient?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
12.	Are lights, fans or other electric devices where appropriate, on motion activated occupancy sensors or timers?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
13.	Are staff instructed to turn off all electronics and unplug charging devices at the end of the day?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
14.	Is energy efficiency included as a specification when purchasing/replacing major appliances (i.e. EPA Energy Star rating)?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
15.	Are hot water heaters and hot water pipes insulated?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
16.	Are on-demand/tankless hot water heaters utilized where appropriate?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
17.	Do facility HVAC systems included energy-saving features such as min./max. settings to reduce use during down time, interior recycling, regular cleaning and efficiency inspections, etc.?	<input checked="" type="checkbox"/>			1
	a. Are particulate filters (with MERV8 rating or better) used in HVAC systems?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
18.	Does your agency promote the use of environmentally-friendly, low toxicity and/or fragrance free cleaning products that meet Green Seal, LEED or other standards? (2 points)	<input checked="" type="checkbox"/>			2
		YES	NO	N/A	POINTS
19.	Does your agency seek to minimize the use of petroleum-based cleaners, solvents and inks?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
20.	To improve and protect indoor air quality does your agency seek to purchase low VOCs (volatile organic compounds) products?	<input checked="" type="checkbox"/>			1
	a. Does your agency seek to purchase carpets that meet Carpet and Rug Institute Green Label or other standards?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
21.	Does your agency consider the use of sustainable, reclaimed and/or local materials when remodeling/renovating facilities?	<input checked="" type="checkbox"/>			1
	a. Are building materials removed during remodeling/renovation reclaimed or recycled?	<input checked="" type="checkbox"/>			1

FACILITY MANAGEMENT & MAINTENANCE CONTINUED		YES	NO	N/A	POINTS
22.	Does your agency properly dispose of/recycle any of the following per Material Safety Data Sheets (MSDS) or manufacturer's labels? (1 point for each checked below, with a maximum of 5 points) check all that apply	<input checked="" type="checkbox"/>			
	Energy Efficient Lighting		<input checked="" type="checkbox"/>		
	Batteries		<input checked="" type="checkbox"/>		
	Electronics		<input checked="" type="checkbox"/>		
	Ink and Toner Cartridges		<input checked="" type="checkbox"/>		
	Paints		<input checked="" type="checkbox"/>		
	Cleaning Products				
	Other: Please List				
	TOTAL NUMBER CHECKED	5			
		YES	NO	N/A	POINTS
23.	Does your agency have an integrated pest management program in place to reduce the use of toxic pesticides within facilities? (2 points)	<input checked="" type="checkbox"/>			2
		YES	NO	N/A	POINTS
24.	Does your agency make use of alternative energy systems to provide energy and/or conserve energy, such as passive or active solar systems, wind energy, or geo-thermal energy at any of your facilities? (1 point for each checked below, with a maximum of 5 points) check all that apply	<input checked="" type="checkbox"/>			
	Passive Solar		<input checked="" type="checkbox"/>		
	Active Solar		<input checked="" type="checkbox"/>		
	Wind Energy		<input checked="" type="checkbox"/>		
	Geo-Thermal				
	Green Roof				
	TOTAL NUMBER CHECKED	3			
		YES	NO	N/A	POINTS
25.	Does your agency actively train and/or support staff training in sustainable management practices (green cleaning, energy efficiency, etc)	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
26.	Does your agency purchase energy through a green energy provider?	<input checked="" type="checkbox"/>			1

TOTAL POINTS

49

FLEET MANAGEMENT AND MAINTENANCE		YES	NO	N/A	POINTS
1.	Does your agency perform regular engine tune-ups and scheduled preventative maintenance of motorized vehicles and equipment?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
2.	If you perform regular maintenance, does your agency recycle and/or properly dispose of all vehicle fluids and engine parts?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
3.	Does your agency properly use, store and dispose of hazardous materials according to Material Safety Data Sheets (MSDS) and/or manufacturers labels, as required by law?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
4.	Does your agency have a safety policy and training procedures in place regarding the handling of hazardous waste?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
5.	Does your agency provide the appropriate work environment with appropriate ventilation and safety gear for employees when handling hazardous materials, as required by law?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
6.	Does your agency have a program to conserve fuel and energy with respect to fleet operations (e.g. mileage/fuel efficiency tracking, no idling policy for staff)?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
7.	Does your agency actively fund or apply for grants that promote and provide the means for the use of clean energy (i.e. bio-diesel, liquid propane/LPG, compressed Natural gas/CN, use of electric utility or golf carts, etc.)? (2 points)	<input checked="" type="checkbox"/>			2
		YES	NO	N/A	POINTS
8.	As part of your Equipment Asset Program, what percentage of your total fleet has been replaced with alternative fuel and/or hybrid vehicles? <i>Check only one.</i>	<input checked="" type="checkbox"/> 0% - 0 points <input type="checkbox"/> 1-10% - 1 point <input type="checkbox"/> 11-20% - 2 points <input type="checkbox"/> 21-30% - 3 points <input type="checkbox"/> 30-50% - 4 points <input type="checkbox"/> >50% - 5 points			5
		YES	NO	N/A	POINTS
9.	Does your agency limit the use and refueling of, or not use at all, gas powered equipment and vehicles during ozone action days or when the Air Quality Index exceeds 100 (orange coded days) or higher?	<input checked="" type="checkbox"/>			1

TOTAL POINTS

14

PARKS & NATURAL RESOURCES MANAGEMENT		YES	NO	N/A	POINTS
1.	Does your agency have natural resource management plans in place for District natural areas?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
2.	Does your agency dedicate funds in its annual operations budget for natural resource best management practices? (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Restoration of Natural Areas		<input checked="" type="checkbox"/>		
	Re-creation of Natural Areas		<input checked="" type="checkbox"/>		
	Control Exotic Species		<input checked="" type="checkbox"/>		
	Increase Biodiversity/Wildlife Habitat		<input checked="" type="checkbox"/>		
	Storm water Best Management Practices (bio-swales, rain gardens, permeable paving)		<input checked="" type="checkbox"/>		
	Improve Water Quality		<input type="checkbox"/>		
	Bank Stabilization		<input type="checkbox"/>		
	Sediment & Erosion Control		<input checked="" type="checkbox"/>		
	Integrated Pest Management Program (to reduce pesticide use w/in parks)		<input checked="" type="checkbox"/>		
	Alternative/Biological Pest Control Practices in lieu of traditional chemical solutions		<input checked="" type="checkbox"/>		
	Other: Please List				
	TOTAL NUMBER CHECKED	5			
		YES	NO	N/A	POINTS
3.	Does your agency actively apply for grants to fund natural resource best management practices? (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Restoration of Natural Areas		<input checked="" type="checkbox"/>		
	Re-creation of Natural Areas		<input checked="" type="checkbox"/>		
	Control Exotic Species		<input checked="" type="checkbox"/>		
	Increase Biodiversity/Wildlife Habitat		<input checked="" type="checkbox"/>		
	Storm water Best Management Practices (bio-swales, rain gardens, permeable paving)		<input checked="" type="checkbox"/>		
	Improve Water Quality		<input type="checkbox"/>		
	Bank Stabilization		<input type="checkbox"/>		
	Sediment & Erosion Control		<input checked="" type="checkbox"/>		
	Integrated Pest Management Program (to reduce the use of pesticides w/in parks)		<input checked="" type="checkbox"/>		
	Alternative/Biological Pest Control Practices in lieu of traditional chemical solutions		<input type="checkbox"/>		
	Other: Please List				
	TOTAL NUMBER CHECKED	5			
		YES	NO	N/A	POINTS
4.	Does your agency take precautions or protective measures during and after construction/development to protect soils in existing landscapes?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
5.	Does your agency use low environmental impact snow melt products (i.e. beet juice, calcium magnesium acetate)?		<input checked="" type="checkbox"/>		0
	a. If you answered NO, does your agency modify application rates to limit/reduce the impact on surrounding areas?	<input checked="" type="checkbox"/>			

PARKS & NATURAL RESOURCES MANAGEMENT CONTINUED		YES	NO	N/A	POINTS
6.	Has your agency phased out the use of coal tar based asphalt sealants and started the use of less toxic eco-friendly alternatives?	<input type="checkbox"/>			0
		YES	NO	N/A	POINTS
7.	Does your agency try to reduce the use of fertilizers and pesticides in parks by: (1 point for each checked below, with a maximum of 4 points) Check all that apply	<input checked="" type="checkbox"/>			
	Utilization of drought and disease resistant native plant species			<input checked="" type="checkbox"/>	
	Elimination of mowing in some areas			<input checked="" type="checkbox"/>	
	Reduction of the number of applications or using a single-application product			<input checked="" type="checkbox"/>	
	Use of Integrated Pest Management (IPM)			<input checked="" type="checkbox"/>	
TOTAL NUMBER CHECKED					4
		YES	NO	N/A	POINTS
8.	Does your agency provide a no-mow buffer of native vegetation around water bodies to: (1 point for each checked below, with a maximum of 3 points) Check all that apply	<input checked="" type="checkbox"/>			
	Reduce Erosion			<input checked="" type="checkbox"/>	
	Reduce Non-Point Source Pollution			<input checked="" type="checkbox"/>	
	Deter Canada Geese			<input checked="" type="checkbox"/>	
TOTAL NUMBER CHECKED					3
		YES	NO	N/A	POINTS
9.	Is landscaping around facilities designed with energy conservation in mind? (1 point for each checked below, with a maximum of 4 points) Check all that apply	<input checked="" type="checkbox"/>			
	Windbreaks/buffers			<input checked="" type="checkbox"/>	
	Shade Trees Along Southern Exposures of Buildings			<input checked="" type="checkbox"/>	
	Shade Trees Around Paved Areas			<input checked="" type="checkbox"/>	
	Drought Tolerant Native Plants			<input checked="" type="checkbox"/>	
TOTAL NUMBER CHECKED					4
		YES	NO	N/A	POINTS
10.	Does your agency incorporate native plantings into the landscape at: (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Administrative Offices			<input checked="" type="checkbox"/>	
	Recreational Building Facilities			<input checked="" type="checkbox"/>	
	Aquatic Facilities			<input checked="" type="checkbox"/>	
	Maintenance Facilities			<input checked="" type="checkbox"/>	
	Active Use Park Landscapes (i.e. sign beds, entry areas, parking lot islands, beds around playgrounds and shelters)			<input checked="" type="checkbox"/>	
	Golf Courses			<input checked="" type="checkbox"/>	
TOTAL NUMBER CHECKED					5
		YES	NO	N/A	POINTS
11.	Does your agency post no idling signage in designated areas for frequently used drop off & pick up areas for program participants?	<input type="checkbox"/>			0
		YES	NO	N/A	POINTS
12.	Is your agency responsive to private landowner activities that impact your agency's natural resource best management practices? (1 point for each checked below, with a maximum of 3 points) Check all that apply.	<input checked="" type="checkbox"/>			
	Encroachment			<input checked="" type="checkbox"/>	
	Illegal Dumping			<input checked="" type="checkbox"/>	
	Other: Please List				
TOTAL NUMBER CHECKED					2

PARKS & NATURAL RESOURCES MANAGEMENT CONTINUED		YES	NO	N/A	POINTS
13.	Does your agency properly dispose of any of the following per Material Safety Data Sheets (MSDS), manufacturer's labels or other authority's regulations? (1 point for each checked, with a maximum of 5 points) Check all that apply.	<input checked="" type="checkbox"/>			
	Fertilizers		<input checked="" type="checkbox"/>		
	Pesticides		<input checked="" type="checkbox"/>		
	Excavated material		<input checked="" type="checkbox"/>		
	Construction material		<input checked="" type="checkbox"/>		
	Other hazardous materials: Please List Pool Chemicals		<input checked="" type="checkbox"/>		
	TOTAL NUMBER CHECKED	5			
		YES	NO	N/A	POINTS
14.	Does your agency distribute/have available resources to explain natural resource best management practices?	<input checked="" type="checkbox"/>			1

TOTAL POINTS

37

PLANNING & OPEN SPACE PRESERVATION		YES	NO	N/A	POINTS
1.	Does your agency seek to acquire any of the following types of natural resource areas? (1 point for each checked below, with a maximum of 5 points) check all that apply	<input checked="" type="checkbox"/>			
	Remnant Prairies		<input checked="" type="checkbox"/>		
	Wetlands		<input checked="" type="checkbox"/>		
	Rivers, Streams, Tributaries		<input type="checkbox"/>		
	Ponds/Lakes		<input type="checkbox"/>		
	Floodplains		<input checked="" type="checkbox"/>		
	Greenways/Corridors		<input type="checkbox"/>		
	Woodlands		<input type="checkbox"/>		
	Other: Please List				
	TOTAL NUMBER CHECKED				
		YES	NO	N/A	POINTS
2.	For the above natural resource areas checked, are they identified to be acquired for any of the following reasons? (1 point for each checked below, with a maximum of 5 points) check all that apply	<input checked="" type="checkbox"/>			
	Protect/Provide Habitats		<input checked="" type="checkbox"/>		
	Increase Biodiversity		<input checked="" type="checkbox"/>		
	Improve Water Quality		<input checked="" type="checkbox"/>		
	Control Exotic Species		<input type="checkbox"/>		
	Erosion Control		<input type="checkbox"/>		
	Other: Please List				
	TOTAL NUMBER CHECKED				3
		YES	NO	N/A	POINTS
3.	Does your agency include natural resource best management practices when developing plans for park property? (1 point for each checked below, w/ a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Restoration of Natural Areas		<input checked="" type="checkbox"/>		
	Re-creation of Natural Areas		<input checked="" type="checkbox"/>		
	Control Invasive Species		<input checked="" type="checkbox"/>		
	Increase Biodiversity/Wildlife Habitat		<input checked="" type="checkbox"/>		
	Native Landscaping		<input checked="" type="checkbox"/>		
	Storm water Best Management Practices (bio-swales, rain gardens, permeable paving)		<input checked="" type="checkbox"/>		
	Improve Water Quality		<input checked="" type="checkbox"/>		
	Proscribed Burning		<input type="checkbox"/>		
	Bank Stabilization		<input checked="" type="checkbox"/>		
	Sediment & Erosion Control		<input type="checkbox"/>		
	Other: Please List				
	TOTAL NUMBER CHECKED				5

PLANNING & OPEN SPACE PRESERVATION CONTINUED		YES	NO	N/A	POINTS
4.	Does your agency actively apply for grants to fund natural resource best management practices and projects? (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Restoration of Natural Areas		<input checked="" type="checkbox"/>		
	Re-creation of Natural Areas		<input checked="" type="checkbox"/>		
	Control Invasive Species		<input checked="" type="checkbox"/>		
	Increase Biodiversity/Wildlife Habitat		<input checked="" type="checkbox"/>		
	Native Landscaping		<input checked="" type="checkbox"/>		
	Storm water Best Management Practices (bio-swales, rain gardens, permeable paving)				
	Improve Water Quality				
	Proscribed Burning		<input checked="" type="checkbox"/>		
	Bank Stabilization				
	Sediment & Erosion Control		<input checked="" type="checkbox"/>		
	Other: Please List				
	TOTAL NUMBER CHECKED			5	
		YES	NO	N/A	POINTS
5.	Does your agency provide access for the public to recreate in natural/preserved areas by means of (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Boardwalks				
	Trails		<input checked="" type="checkbox"/>		
	Fishing Piers		<input checked="" type="checkbox"/>		
	Viewing Platforms		<input checked="" type="checkbox"/>		
	Canoe/kayak launches				
	Other: Please List Shelters				
	TOTAL NUMBER CHECKED			4	
		YES	NO	N/A	POINTS
6.	Does your agency increase public awareness of natural/preserved areas with: (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Interpretive Signs		<input checked="" type="checkbox"/>		
	Educational Brochures/Pamphlets		<input checked="" type="checkbox"/>		
	Educational Posters		<input checked="" type="checkbox"/>		
	Agency Program Brochure		<input checked="" type="checkbox"/>		
	Website		<input checked="" type="checkbox"/>		
	Events/Programs				
	Public Meetings				
	Other: Please List				
	TOTAL NUMBER CHECKED			5	

PLANNING & OPEN SPACE PRESERVATION CONTINUED		YES	NO	N/A	POINTS
7.	Does your agency create/maintain relationships with any of the following to ensure community-supported protection of open spaces: (1 point for each checked below, with a maximum of 4 points) Check all that apply	<input checked="" type="checkbox"/>			
	Other Government Agencies		<input checked="" type="checkbox"/>		
	Not-for-Profit Organizations		<input checked="" type="checkbox"/>		
	Private Landowners				
	Other: Please List				
	TOTAL NUMBER CHECKED		2		
		YES	NO	N/A	POINTS
8.	Does your agency partner with organizations and/or local developers in order to provide information on living around natural resource areas or manmade detention/retention sites?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
9.	Does your agency's planning and maintenance departments work together to incorporate natural resource best management practices into traditional park and building facility site plans?	<input checked="" type="checkbox"/>			1

TOTAL POINTS

26

PROGRAMMING		YES	NO	N/A	POINTS
1.	Does your agency own and operate a nature center?		<input checked="" type="checkbox"/>		0
	a. If you answered NO, does your agency provide on-going nature education or nature interpretive programming?	<input checked="" type="checkbox"/>			
		YES	NO	N/A	POINTS
2.	Does your agency partner to provide nature programming (e.g. Audubon Society, local garden clubs, Master Gardeners, conservation organizations, soil and water conservation districts, extension services, etc.)	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
3.	Does your agency provide programs regarding sustainable living (e.g. native or organic gardening, low environmental impact, composting, bee keeping)	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
4.	Does your agency proactively educate residents regarding wildlife issues and ways to avoid conflicts?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
5.	Does your agency inform the community of sustainable landscape options that would help resolve issues? (i.e. algal blooms in ponds and excessive goose droppings on lawns)	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
6.	Do staff members consider any of the following "green" criteria when preparing for programs and purchasing program supplies? (1 point for each checked below, with a maximum of 5 points) Check all that apply.	<input checked="" type="checkbox"/>			
	Minimal Packaging			<input checked="" type="checkbox"/>	
	Recycled and Recyclable Content			<input checked="" type="checkbox"/>	
	Renewable Resource Content			<input checked="" type="checkbox"/>	
	Minimum 30% Post Consumer Materials			<input checked="" type="checkbox"/>	
	Low VOC Furnishings, Paints, etc.			<input checked="" type="checkbox"/>	
	Low Toxicity Cleaning Products			<input checked="" type="checkbox"/>	
	Locally Produced Materials/Products			<input checked="" type="checkbox"/>	
	Other: Please List				
TOTAL NUMBER CHECKED					5
		YES	NO	N/A	POINTS
7.	Does your agency clearly communicate its waste reduction and recycling expectations for: (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Facility Rentals			<input checked="" type="checkbox"/>	
	Special Events			<input checked="" type="checkbox"/>	
	Program Participants			<input checked="" type="checkbox"/>	
	Contracted Vendors / Program Instructors			<input checked="" type="checkbox"/>	
	Other: Please List				
TOTAL NUMBER CHECKED					4

Check this box to clear this page

PROGRAMMING CONTINUED		YES	NO	N/A	POINTS
8.	Does your agency have and/or support a volunteer program to aid in the following? (1 point for each checked below, with a maximum of 3 points) Check all that apply.	<input checked="" type="checkbox"/>			
	Land Stewardship			<input checked="" type="checkbox"/>	
	Environmental Education			<input checked="" type="checkbox"/>	
	Other: Please List Master Gardener Program at Community Gardens				
	TOTAL NUMBER CHECKED			2	
		YES	NO	N/A	POINTS
9.	Are program staff provided training and encouragement from supervisors in energy and resource conservation (e.g. thermostat settings, lights, recycling, etc.)?	<input checked="" type="checkbox"/>			1
		YES	NO	N/A	POINTS
10.	Does your agency actively fund and/or apply for grants to support: (1 point for each checked below, with a maximum of 4 points) Check all that apply	<input checked="" type="checkbox"/>			
	Environmental Programs			<input checked="" type="checkbox"/>	
	Interpretive Initiatives (i.e. signage, brochures, displays, etc.)			<input checked="" type="checkbox"/>	
	Nature Play Areas			<input checked="" type="checkbox"/>	
	Other: Please List				
	TOTAL NUMBER CHECKED			2	
		YES	NO	N/A	POINTS
11.	Does your agency clearly communicate its energy conservation expectations for: (1 point for each checked below, with a maximum of 5 points) Check all that apply	<input checked="" type="checkbox"/>			
	Facility Rentals			<input checked="" type="checkbox"/>	
	Special Events			<input checked="" type="checkbox"/>	
	Program Participants / Facility Users			<input checked="" type="checkbox"/>	
	Contracted Vendors / Program Instructors			<input checked="" type="checkbox"/>	
	Other: Please List				
	TOTAL NUMBER CHECKED			4	

TOTAL POINTS	23
GRAND TOTAL OF ALL THE SECTIONS COMBINED	178
TOTAL POSSIBLE POINTS	
PERCENTAGE	88%

GRAND TOTAL POINT REVIEW

There are 202 total possible points. The percentage calculated should exclude all sections you marked not applicable. Divide your points earned by the total point eligible to find your percentage score.

90% - 100% Your agency is an environmental leader in the field and has reason to be proud.

70% - 90% Your agency is doing a very good job, and should keep up the good work. Look at those questions for which you answered NO, and develop strategies to address them.

50% - 70% Your agency is doing a good job, and certainly more than most public agencies. Look at those questions for which you answered NO, and develop a strategy to address those.

30% - 50% Your agency is doing OK, and should be proud of what it has accomplished, but still has much to work on.

30% or less Your agency has no where to go but up in terms of improving its environmental practices.

FINAL QUESTION – Does your agency have a representative on IPRA's Environmental Committee? ☐ YES or ☒ NO

Signature

Date

Board review and approval for Distinguished Park and Recreation Accreditation

Date

CARY PARK DISTRICT

Job Description

Job Title: Executive Director

Category: Full Time, Exempt

Classification Level: Not applicable.

Department: Administration

Reports To: Board of Commissioners

BASIC FUNCTION

The Executive Director is responsible for the overall general and administrative operations of the Cary Park District ("Park District") including parks, recreation programs, facilities, and finance and personnel management. The Executive Director works closely with the Board of Commissioners ("Board") in creating and establishing the Board-approved governing policies of the Park District, and interpreting those policies as operating procedures. The Executive Director implements the Board-approved mission and vision of the Park District on a daily basis through comprehensive master planning, strategic planning, goals and objectives. The Executive Director serves as the Park District's representative in all media contact.

ESSENTIAL DUTIES

Administration

1. Implement the mission, vision and long-range goals of the Park District and assure its success.
2. Work closely with the Board in developing Park District philosophy and policy, and maintain accurate and effective Board policy management system.
3. Develop and draft Board policy as required or assigned and direct policies through appropriate channels for Board consideration and final disposition.
4. Interpret Board policy; develop and administer standard operating procedures for daily operations based on approved Board policies.
5. Communicate with all Board members on matters of importance; communicate with Board President on routine matters.
6. Prepare agenda and supporting written reports and studies for regular and special Board meetings.
7. Develop, interpret and promote the park, recreation and leisure philosophies of the Park District.
8. Develop and implement administrative and operating procedures that improve the efficiency and effectiveness of the organization.
9. Develop strategies and work plans to prepare and implement routine and special projects in park, recreation program and facilities operations.

10. Attend professional educational training and remain informed of current trends and issues in related areas of responsibility.
11. Serve as Park District Board Secretary as appointed by the Board, and complete all duties as required of such position per the Park District Code.

Customer Service

1. Develop and implement customer service procedures that improve the overall satisfaction of customers using parks, recreation programs and facilities.
2. Administer Park District-wide employee customer service and satisfaction training program.
3. Administer strategies for maintaining a high level of customer satisfaction toward the agency throughout the Park District.

Public Relations & Marketing

1. Develop and implement public relations and marketing procedures that promote a positive community attitude and opinion of the Park District.
2. Develop and implement marketing procedures to increase Park District awareness about the park and recreation opportunities available to the community.
3. Administer comprehensive marketing plans for the Park District.
4. Administer Park District-wide employee public relations training program.
5. Serve as Park District representative in all media contacts.
6. Develop and maintain cooperative relationships with other governmental, civic and affiliated club administrators and leaders.
7. Develop and implement efficient methods for external communications with park visitors and neighbors, recreation program and facility users, media and the general public as a whole.
8. Develop and implement efficient methods for internal communications with the Board, full, part-time and seasonal employees, and volunteers.
9. Serve as the Park District liaison with assigned community groups.
10. Represent the Park District at local meetings, state and national functions.

Financial Management

1. Develop and implement financial management procedures that improve the overall fiscal stability of the Park District's operations.
2. Administer preparation of annual budget goals, fund/line-item budget detail, annual levy and budget ordinances for Board approval.
3. Administer Park District-wide accounting, general ledger, cash receipts and deposit processing, accounts receivable and payables and payroll processing systems.
4. Administer Park District-wide purchasing program.
5. Administer Park District investment program.
6. Administer Park District-wide fixed asset insurance program.
7. Administer, research, develop and submit information for Park District grant applications.
8. Administer completion of approved grant projects and accurate financial record keeping for reimbursement and audit purposes.

Safety and Risk Management

1. Develop and implement safety and risk management procedures that improve the overall employee and customer/visitor safety of the Park District's operations.
2. Serve as or delegate the PDRMA Board of Director's representative for Park District.

3. Administer comprehensive safety and risk management program.
4. Support, promote and make recommendations regarding all safety, health and loss control policies as adopted by the Park District.
5. Familiarity with and effective implementation of the Employee Safety Manual.
6. Be familiar with the safe operation of any equipment necessary in accomplishing required tasks.
7. Responsible for providing all injury, illness and health information required by the Park District in its effort to assign tasks within an individual's capacity to prevent potential injury or illness.
8. Responsible for notification of injury or illness relating to a task assignment as described within the Employee Safety Manual.

Personnel Management

1. Develop and implement personnel management procedures that are fair and objective to both employer and employees, and can successfully accomplish the mission of the Park District.
2. Administer all aspects of personnel management separate and apart from Board influence and activities and within annually approved budget; inform the Board of all pertinent personnel matters on a timely basis.
3. Administer effective organizational structure for Park District operations; review, revise and present annually for Board approval.
4. Administer full-time, part-time and seasonal employee salary and wage scales; administer full-time personnel salaries and wages merit pool for distribution.
5. Administer development of full-time, part-time and seasonal job descriptions and revisions as appropriate.
6. Direct supervision of the following employees including but not limited to development, hiring, training, record-keeping, evaluating, and terminating supervised employees:
 - a. Deputy Director;
 - b. Director of Finance and Administration;
 - c. Director of Planning & Development;
 - d. Administrative and Recreation Program Assistant;
 - e. Director of Marketing and Communications.

Planning

1. Develop and implement planning procedures that improve the future scheduling and management of the Park District's operations.
2. Develop and monitor progress of the Park District's Board-approved ten-year Comprehensive Master Plan.
3. Develop, implement and annually update a Board-approved 3-5 year strategic plan.
4. Administer, develop, implement and review the Park District's annual goals and objectives work plan program.
5. Administer the Capital Improvement Fund and Equipment Replacement Fund.
6. Administer open space and land acquisition initiatives.

Park Grounds and Maintenance Management

1. Develop and implement park grounds management procedures that improve the overall park grounds available through the Park District's operations.
2. Administer all Illinois Nature Preserves located within the Park District.
3. Administer a comprehensive park delivery system.

Fleet Management

1. Develop and implement fleet management procedures that improve the efficiency of the District's fleet of vehicles and motorized equipment.
2. Administer a comprehensive fleet management system.

Recreation Program Management

1. Develop and implement program management procedures that improve the overall recreation programs offered by or through the Park District's operations.
2. Administer a comprehensive recreation program delivery system that meets the needs of all citizens within the Park District.
3. Serve as NISRA Board of Director's representative for Park District.

Recreation Facility Management

1. Develop and implement facility management procedures that improve the overall recreation facilities available through the Park District's operations.
2. Administer a comprehensive recreation facilities delivery system that meets the needs of all citizens within the Park District.

Concession Sales Management

1. Develop and implement concession sales management procedures to increase and improve the profitability of various in-house and contractual food and merchandise concessions.
2. Administer a profitable concession sales management delivery system.

POSITION QUALIFICATIONS

Education:	A master's degree in Parks, Recreation, Conservation, or Leisure Services Administration.
Experience:	Minimum of five (5) years related Park District experience in a mid-management or administrative level.
Certifications:	Current participation as a Certified Park & Recreation Professional (CPRP) through a NRPA recognized professional certification program is also required.

SKILLS & ABILITIES

Memory Recall	Readily recalls details necessary to perform the job.
Mental Alertness	Learns new tasks quickly.
Scanning Accuracy	Demonstrates attention to detail.
Verbal Ability	Communicates clearly.
Composure	Remains calm in difficult situations. Demonstrates an ability to concentrate on key job expectations.
Character Strength	Is responsible and dependable. Completes assignments.

Emotional Maturity	Works independently. Accepts authority. Informs the supervisor of problems when necessary.
Interpersonal Skills	Demonstrates cooperation, courtesy and consideration when working with others.
Motivation	Seeks to continually improve performance.
Success Orientation	Sets personal standards for quality, quantity, and timeliness of work. Improves personal productivity.

PHYSICAL DEMANDS

Manual Dexterity:	Work requires regular speed, high level of accuracy and adeptness to operate a limited range of equipment including computers, tablets and smartphones.
Physical Effort:	Work requires handling light and simple weight materials or equipment requiring limited effort.
Working Conditions:	Ordinary office.
Hazards	Negligible. Little or no exposure to hazards.

The above statements are intended to describe the general nature and level of work being performed by most people assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties and requirements.



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HRGREEN.COM

February 15, 2024

Mr. David Raica
Director of Planning and Development
Cary Park District
255 Briargate Drive
Cary, Illinois 60013

RE: Lions Park Paving Project
Recommendation for Award
HR Green Job No. 2302112

Dear Mr. Raica:

Cary Park District received one (1) bid proposal for the construction of the Lions Park Paving Improvements at the bid opening on February 13, 2024. The bid package consisted of asphalt pavement rehabilitation of the parking lots at Lions Park, a new left turn lane onto Silver Lake Road, a new multi-use path extension, and associated drainage, ADA, and striping work.

The single bid has been analyzed for completeness and checked for accuracy, and we have found Geske & Sons, Inc. of Crystal Lake, Illinois to be the lowest responsible bidder.

HR Green recommends award of the contract to Geske & Sons, Inc. at the total bid amount of \$1,143,948.97. The engineer's opinion of probable cost for the project was \$1,156,003.40.

Please contact me at jstrzalka@hrgreen.com or 815.759.8359 with any questions or concerns.

Sincerely,
HR GREEN, INC.

A handwritten signature in black ink, appearing to read 'Jeffrey J. Strzalka'.

Jeffrey J. Strzalka, PE
Senior Project Manager

JJS/

Attachment