



Board of Commissioners - Regular Business Meeting
910 N Gary Ave
Carol Stream, Illinois
WDSRA Room

October 23, 2017
7:00pm

- 1. Call To Order**
- 2. Roll Call – Pledge of Allegiance**
- 3. Listening Post**
- 4. Changes or Additions to the Agenda**
- 5. Consent Agenda**

All items listed are included in the Consent agenda. There will be no separate discussion of these items. Members of the public may petition in writing that an item be removed from the Consent Agenda.

 - A. Approval of Regular Minutes: October 10, 2017
- 6. Action Items**
 - A. Action: Ordinance No. 511: Declaration of Surplus Property
 - B. Action: Approval for Mowing Contract Addendum
- 7. Discussion Items**
 - A. Coyote Crossing Mini Golf Annual Report
 - B. Coral Cove Water Park Annual Report
 - C. Quarterly Recreation Report
 - D. Weekly Happenings (oral)
- 8. Closed Session**
- 9. Action pertaining to closed session**
- 10. Adjournment**

CONSENT AGENDA INSTRUCTIONS

Moving into the Consent Agenda:

- Board President will announce the next item of business is the Consent Agenda.
- Board President will ask the Board Secretary to read items included in the consent agenda.
- As items are read, if a Commissioner would like an item not to be included in the Consent Agenda, please respond “no”.

Creation of Consent Agenda:

Once the items for action in the Consent Agenda are agreed upon:

- Board President will ask for a motion to **accept** the Consent Agenda. The motion will need a second. A unanimous voice vote is then required to accept the consent agenda.

Approval of Consent Agenda:

- Board President will ask for a motion to **approve** the Consent Agenda. The motion will need a second. Board Secretary will take a roll-call vote to **approve** all the items listed in the Consent Agenda.

Discussion Items

- A. Strategic Plan, Community Needs Assessment and Master Plan
Dannielle Wilson, DW Consulting, reviewed progress on the Master Plan and next steps. The input from the meetings with Commissioners, Staff and Senior Leadership Team was synthesized into the document presented tonight. We would like to put a draft of it on the website with a link to a Survey Monkey to allow residents to provide feedback until November 1. The final draft will be presented to the Board in December and implemented in January 2018. Commissioner Sokolowski noted that the Master Plan is like a roadmap for the District's future.
- B. "Meet Us at the Park"
Commissioner Sokolowski recommended these events take place in parks across the community next summer. He recommended Friendship Park, Spring Valley or Appomattox Park, and Tokarski Park. The Commissioners agreed on Friendship Park, Appomattox Park and Tokarski Park. Staff will work on details and bring an update to the table soon.
- C. Community Events
Executive Director Reuter observed that now is a good time to discuss special events because we are preparing the 2018 budget. Director Haring described his idea; it would be a larger version of 'Meet Us at the Park'. We would invite local neighbors to come out to enjoy a family BBQ, have some backyard games, and maybe an inflatable for the kids. This would show our appreciation to the residents and give them a free event to attend. The time involved to prepare for this type of event would be minimal compared to Just Play or CSBarks. Parks staff would have more time to dedicate to maintaining parks; Recreation staff would have more time to develop a comprehensive Volunteer Program; obtain sponsorships that could be devoted to support recreation activities instead of paying for amenities at those two large events. Commissioner Jeffery agreed we need to cut back but still want to offer free events. Commissioner Bird emphasized that these events attract specific demographics, but are not many mature adults in the community. Commissioner Gramann likes the idea of having dog events at the Bark Park. Commissioner Powers agreed that our events should benefit our residents first, promote our brand and be community oriented. Commissioner Sokolowski feels that people don't get excited about these events anymore and thinks we should take a year off. It will give staff a chance to do something creative to make it fresh and new.

Weekly Happenings

- Commissioner Powers is the only one interested in going to the Legal Symposium.
- Commissioner Sokolowski suggested a Personnel Committee meeting be scheduled on an off-Monday to begin planning for Executive Director Reuter's annual goal review.
- Commissioner Powers discussed continued misuse of the PA system at Weber Field. Executive Director Reuter will plan a meeting with GBN Vice Principal Bowser.
- Commissioner Sokolowski is interested in the District pursuing a third National Gold Medal Award. Executive Director Reuter explained there are steps to reach that goal. 2018 we will pursue State Accreditation, 2019 we

will pursue National Accreditation, and in 2020 we will pursue the Gold Medal Award. This year's work on the Community Needs Assessment, Strategic Plan, and Master Plan was all done to align with this timeline.

- Commissioner Bird noticed that the gymnastics program has been doing great from a financial standpoint. Director Haring emphasized staff are well known and liked which help expand participation with residents and non-residents.
- Commissioner Jeffery reported on behalf of the Memorial Park Task Force that the Stars and Stripes 5K run was well attended. The Candlelight Bowl originally planned for the end of October will be moved to February. There will also be another Spaghetti Dinner.
- Commissioner Jeffery reported that the Vandalism Task force met with a representative from CCSD93. The focus was to teach children early about vandalism and involve them in the fight against vandalism. The Library is also on board.
- Commissioner Sokolowski presented the video completed over the summer with the help of staff and interns from the Illinois Art Institute. It will be posted on the website and social media soon.

Closed Session Personnel – Employee Performance Section 2(c)(5) - Tabled

Action Pertaining to Closed Session None

Adjournment Commissioner Bird made a motion to adjourn the meeting. Seconded by Commissioner Gramann. Voice Vote taken. Motion passed 6-0-0. Meeting adjourned at 8:45 pm.

President
Brian Sokolowski

Secretary
Jim Reuter

October 23, 2017
Date



Park Board President
Brian Sokolowski
Vice President
John Jaszka

849 W. Lies Road · Carol Stream, Illinois 60188
630-784-6100 · fax: 630-289-1972

Board Members
Dan Bird
Tony Del Preto
Brenda Gramann
Jacqueline Jeffery
Tim Powers

Executive Director
Jim Reuter

BOARD SUMMARY

To: Board of Commissioners

From: Jim Reuter, Executive Director

Date: October 23, 2017

Subject: Approval: Ordinance No. 511 Park District Surplus Property

Agenda Item #: 6A

ISSUE: Should the Board approve Ordinance No. 511 declaring certain Park District property as surplus.

BACKGROUND/REASONING: The Park District staff would like to declare the following as surplus:

EQUIPMENT
2 Deck Cabanas
8'x10' Brighton Shed

These items have very little value. They will be offered to employees for a minimal price.

SUPPORTING DOCUMENTS SUMMARY: Ordinance No. 511

COST: There will no cost to the Park District to dispose of these items.

PUBLIC/CUSTOMER IMPACT: This equipment is not currently being used. There will be no impact on the public.

RECOMMENDATION: Recommend that the Board make a motion to approve Ordinance No. 511 declaring certain Park District property as surplus.

**ORDINANCE NO. 511
ORDINANCE DECLARING CERTAIN PARK
DISTRICT PERSONAL PROPERTY AS SURPLUS
AND AUTHORIZING SALE OR DISPOSAL**

WHEREAS, the Carol Stream Park District, DuPage County, Illinois has accumulated certain personal property which has been used for various park purposes, specifically the items described in Exhibit A; and

WHEREAS, staff has determined that the subject items are beyond useful service life; and

WHEREAS, the Illinois Park District Code authorizes the Park District to dispose of items of personal property, when in the opinion of three-fifths of the members of the Board of Park Commissioners then holding office such property is no longer necessary, useful to, or for the best interests of the Park District; and

WHEREAS, Park District staff has made preliminary arrangements for the disposal of the equipment and personal property through trade in, sealed bid auction, competitive bid, or salvage.

NOW, THEREFORE BE IT AND IT IS HEREBY ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE CAROL STREAM PARK DISTRICT, DUPAGE COUNTY, AS FOLLOWS:

Section One:

It is hereby found and determined by the Board of Park Commissioners of the Carol Stream Park District that the following item of personal property is no longer necessary, useful to or for the best interests of this Park District:

- A. The property described in Exhibit A attached hereto and incorporated herein by reference.

Section Two:

That the park district staff is hereby authorized to convey or sell the personal property described in Section One of this Ordinance in any manner that it may designate, with or without advertising the sale, at any time following the adoption of this ordinance.

Section Three:

This ordinance shall be effective immediately upon passage and approval by a three-fifths majority of the members of this Board of Park Commissioners.

Section Four:

All prior ordinances, resolutions, motions, orders or policies in conflict herewith, be and the same hereby are, repealed to the extent of the conflict herewith.

Section Five:

If any clause or provision of this Ordinance shall be adjudged invalid or unenforceable by a court of competent jurisdiction or by operation of any applicable law, it shall not affect the validity of any other clause or provision, which shall remain in full force and effect.

Roll Call Vote:

Ayes: _____

Nays: _____

Abstain: _____

Dated: October 23, 2017

President, Board of Park Commissioners

ATTEST: _____
Secretary, Board of Park Commissioners

Exhibit A

QUANTITY	EQUIPMENT
2	Deck Cabanas
1	8' x 10' Brighton Shed



Park Board President
Brian Sokolowski
Vice President
John Jaszka

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Board Members
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Tim Powers

Executive Director
Jim Reuter

BOARD SUMMARY

To: Board of Commissioners
From: Bill Rosenberg Director Parks and Facilities and Production
Date: October 23, 2017
Subject: Approval: Mowing Contract Addendum

Agenda Item # 6B

ISSUE: Should the Carol Stream Park District approve additional mowing for \$35,497 with Beary Landscaping of Brookfield, IL for mowing services for five additional parks in 2018. (Jirsa, McCaslin, Pleasant Hill, Tedrahn and Walter Parks).

BACKGROUND/REASONING:

- In 2016, the District went out to bid for a mowing contract for 1 year with the option to extend for an additional 2 years. Currently, Beary Landscape mows and maintains 25 parks and all facilities properties at a total annual cost of \$57,247.20.
- In 2016, Carol Stream Park District staff mowed 16 parks at a cost of \$58,975.02 which included labor \$30,407.22 (1713 hrs.), mower repairs \$15,646, string trimming \$6,343.00 (535hrs) and fuel costs of \$6,343.00.
- If the proposed contract is approved, the Carol Stream Park District will continue to mow 11 parks in 2018.
- The contract with Beary Mowing ends December 31, 2018. At that time the District will need to go out to bid for mowing for the 2019 season.
- Corporate counsel has reviewed the contract and feels that the wording in the contract allows the park district to contract additional parks.

SUPPORTING DOCUMENTS SUMMARY: Beary Landscape Cost Sheet

COST: \$35,497.00 total. Corporate Fund Parks GL # 10-5-15-00-556-048 \$15, 975.00 and Recreation Fund McCaslin GL # 20-5-64-00-556-090 \$19,522.00

PUBLIC/CUSTOMER IMPACT: The contracting of mowing at these five parks will allow CSPD parks staff to concentrate maintenance time on many other needs of the parks. The public will benefit from the improved overall maintenance of all parks.

RECOMMENDATION: Recommend that the Board make a motion to approve additional mowing for \$35,497.00 with Beary Landscape, Brookfield, for mowing services at Jirsa, McCaslin, Pleasant Hill, Tedrahn and Walter Parks for the year 2018.



Carol Stream Park District- Add on Parks for 2018

<u>Location</u>	<u>Size</u>	<u>Annual Maintenance Cost</u>
McCaslin Park	21 Acres	\$19,522.00
Pleasant Hill Park	6.75 Acres	\$6,390.00
Walters Park	3.7 Acres	\$3,550.00
Tedrahn Park	2.5 Acres	\$2,485.00
<u>Jiras Park</u>	<u>4.25 Acres</u>	<u>\$3,550.00</u>
Totals	38.2 Acres	\$35,497.00

North Branch
1306 Reed Rd.
Des Plaines, IL 60016

Central Branch
4627 Elm Ave.
Brookfield, IL 60513

South Branch
13001 W 159th St.
Lockport, IL 60491



CAROL STREAM
Park District

Board Memo

To: Board of Commissioners

From: Dave Haring, Director of Recreation

Date: October 23, 2017

Re: Coyote Crossing Mini Golf Annual Report

Agenda Item: 7A

Commissioners:

Dave Haring, Director of Recreation, will give the Coyote Crossing Mini Golf annual report at the meeting.



CAROL STREAM
Park District

Board Memo

To: Board of Commissioners
From: Dave Haring, Director of Recreation
Date: October 23, 2017
Re: Coral Cove Water Park Annual Report

Agenda Item: 7B

Commissioners:

Dave Haring, Director of Recreation, will give the Coral Cove Water Park annual report at the meeting.



CAROL STREAM
Park District

Board Memo

To: Board of Commissioners
From: Dave Haring, Director of Recreation
Date: October 23, 2017
Re: Recreation Quarterly Report

Agenda Item: 7C

Commissioners:

Dave Haring, Director of Recreation, will give the quarterly recreation report at the meeting.