

**Carol Stream Park District
Board of Commissioners
Regular Meeting
December 11, 2017
7:00pm**

Call to Order	Commissioner Sokolowski called the meeting to order at 7:00pm.								
Roll Call/Pledge of Allegiance	Present: Commissioners Powers, Gramann, Bird, Jeffery, Del Preto, Jaszka and Sokolowski Staff: Executive Director Reuter, Directors Bachewicz, Rini, Rosenberg and Controller Scumaci.								
Public Hearing	<p>Tax Levy Commissioner Gramann made a motion to adjourn to Public Hearing at 7:02 pm. Seconded by Commissioner Bird.</p> <p>Roll Call Vote:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Commissioner Powers: Aye</td> <td style="width: 50%;">Commissioner Sokolowski: Aye</td> </tr> <tr> <td>Commissioner Gramann: Aye</td> <td>Commissioner Jeffery: Aye</td> </tr> <tr> <td>Commissioner Bird: Aye</td> <td>Commissioner Del Preto: Aye</td> </tr> <tr> <td>Commissioner Jaszka: Aye</td> <td></td> </tr> </table> <p>Motion Passes 7 - 0 - 0</p> <p>Taxes must be levied for the year 2017 for collection in 2018. The District levied a ballooned amount of more than 105% to capture actual growth. Final tax allocations become available in April; language is included that gives authority to the Executive Director and Director of Finance to reallocate tax levy funds as needed to match District funds.</p> <p>Public Comment: None</p> <p>Commissioner Powers made a motion to adjourn from Public Hearing at 7:05 pm. Seconded by Commissioner Jaszka. All in favor: Aye Motion passes 7-0-0.</p>	Commissioner Powers: Aye	Commissioner Sokolowski: Aye	Commissioner Gramann: Aye	Commissioner Jeffery: Aye	Commissioner Bird: Aye	Commissioner Del Preto: Aye	Commissioner Jaszka: Aye	
Commissioner Powers: Aye	Commissioner Sokolowski: Aye								
Commissioner Gramann: Aye	Commissioner Jeffery: Aye								
Commissioner Bird: Aye	Commissioner Del Preto: Aye								
Commissioner Jaszka: Aye									
Listening Post	<p>WDSRA Presentation WDSRA Executive Director Sandy Gbur presented the year in review. Please see attached annual report presented by Director Gbur.</p> <p>GFOA Award Controller Scumaci presented President Sokolowski with the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting award; the District's 17th consecutive such award.</p> <p>Executive Director Reuter introduced Renee Bachewicz as Interim Director of Recreation.</p>								
Changes to the	None								

Agenda	
Consent Agenda	<p>Commissioner Jeffery made a motion to accept the consent agenda. Seconded by Commissioner Bird.</p> <p>Roll Call Vote:</p> <p>Commissioner Powers: Aye Commissioner Gramann: Aye Commissioner Bird: Aye Commissioner Jaszka: Aye Motion Passes 7 - 0 - 0</p> <p>Commissioner Sokolowski: Aye Commissioner Jeffery: Aye Commissioner Del Preto: Aye</p> <p>Commissioner Gramann made a motion to approve the consent agenda. Seconded by Commissioner Powers.</p> <p>Roll Call Vote:</p> <p>Commissioner Powers: Aye Commissioner Gramann: Aye Commissioner Bird: Aye Commissioner Jaszka: Aye Motion Passes 7 - 0 - 0</p> <p>Commissioner Sokolowski: Aye Commissioner Jeffery: Aye Commissioner Del Preto: Aye</p>
Action Items	<p>A. Approval: Ordinance 515: Levying and Assessing Taxes for the Year 2017 No discussion.</p> <p>Commissioner Jaszka made a motion to approve Ordinance 515 levying and assessing taxes for the year 2017, to be collected in the year 2018, and to certify that the District levied an amount of ad valorem tax that is greater than 105% of the final aggregate levy extension of the preceding year and complied with the publication and hearing provisions of section 6 or 7 of the Act; and that the Executive Director and Director of Finance & Administration be allowed to reallocate any extension reduction into certain funds, with the same intent as Ordinance 515, rather than accept the County-set pro rata reduction in all funds in the levy. Seconded by Commissioner Del Preto.</p> <p>Roll Call Vote:</p> <p>Commissioner Powers: Aye Commissioner Gramann: Aye Commissioner Bird: Aye Commissioner Jaszka: Aye Motion Passes 7 - 0 - 0</p> <p>Commissioner Sokolowski: Aye Commissioner Jeffery: Aye Commissioner Del Preto: Aye</p>
Discussion Items	<p>A. Master Plan Danielle Wilson, DW Recreation Consultant, presented the Master Plan for the</p>

review of the Park Board Commissioners. She reviewed the process used, including the input from Board, staff and community. The draft of the Master Plan was posted on our website and we asked for community feedback. We received 414 responses with about 1/3 of the people making a comment about the Plan. There were 15 clicks on the Master Plan and several community members asked tactical questions like "How will this be accomplished?" There are three themes, six goals and 29 objectives. A digital tracking tool was created to assist staff in reporting progress against the plan. The most important thing we can do is "use it". The binder should not just sit on a shelf.

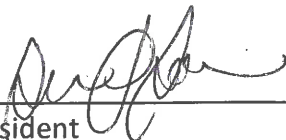
Commissioner Del Preto asked when the Master Plan will be posted on our website. The board has been provided a copy for final review; staff will recommend board approval at the January 8 meeting. The plan will be posted to the website once formally approved by the Board. Commissioner Bird asked to see the tracking tool. Commissioner Sokolowski suggested progress on the plan should be reviewed at least every six months.

B. McCaslin Garage

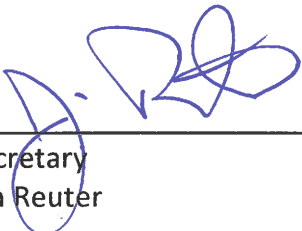
Executive Director Reuter reviewed the need for a garage at McCaslin to store maintenance supplies and equipment. We are currently using a room at Coyote Crossing for storing concessions products. We will need more room to store the alcohol when the season opens in 2018. Staff would like Board input on several options. Commissioner Jeffery said the building seems too big. Executive Director Reuter said we are looking at a 1,200 square foot shed; one side will be used by Parks maintenance and the other side would be air conditioned and have refrigerators for beverages and alcohol. We would use the capital budget for it. Commissioner Jeffery asked if we would be eliminating other items on the capital improvement plan to build this. Executive Director Reuter explained that we came in under budget on certain projects, and cut others. For example, Armstrong improvements are complete and came in under budget; adding more windows to the Administrative Offices was eliminated among other things. Commissioner Del Preto asked about expenses involved in finishing and maintaining the building. It is not just the cost to construct the garage; the one side has to be fitted with electricity, shelving, refrigerators and then there are maintenance costs to run the air conditioning and refrigerators. Executive Director Reuter said the costs to maintain the building would come from McCaslin revenue amounting to less than \$20,000 per year. Commissioner Bird asked about the permit process and how we know what is the "right" way to build it? Executive Director Reuter assured the Board that appropriate review of County permit requirements have been considered. We know a steel shed would not work at the ball park. The "stick built" structure would match the concessions building. Commissioner Gramann would like to look at other options. Commissioner Powers thinks we should wait to see if liquor sales will support the cost of having such a big building. Commissioner Jaszka said he would prefer using the capital dollars in underserved areas. Commissioner Sokolowski stressed the cost to furnish the garage will be at least \$20,000. The concessions inventory will also need to have a security system in place. If we want to make McCaslin a stand alone cost center, we need to put more there to attract the community. Executive Director Reuter replied we would at least have security cameras in place. We would like to make McCaslin a year round destination. The community wants ice skating and a sled hill. We could utilize Coyote Crossing as a warming house. We will look at the data from summer liquor sales from Chrissy's

	<p>Bar and Grill, analyze this more and continue this discussion at a later date.</p> <p>C. Carolshire Park Name Executive Director Reuter attended a Planning and Zoning meeting at the Village also attended by several residents from Carolshire Apartments and Klein Creek Condominiums. There was some discussion about the proposed name of the park. Executive Director Reuter would like Board input on possible names. Our policy has certain criteria to give us guidance. Discussion ensued with possible names including Arnie Biondo Park, Lookout Park, Board Park, Inclusive Park, Dedication Park and Carol Klein Park. Commissioner Powers suggests not naming the park after a person. Board is asked to come up with suggestions.</p> <p>D. Weekly Happenings (oral)</p> <ul style="list-style-type: none"> • Commissioner Gramann commented that the hourly rate for the lifeguards may not be high enough to attract applicants. She also asked for future budget meetings to be named something other than Finance Committee Meeting. • Commissioner Bird asked what kind coffee maker concessions at Fountain View is using. Director Bachewicz said staff was working with a Keurig to offer fresh, custom coffee service rather than using a coffee pot. • Commissioner Bird asked about the hourly limitations for part time staff and if we have the ability to share staff with other municipalities, like WDSRA. Director Rini said we do. We can share an employee with other municipalities but the challenge is finding staff that has the skill set to work for both CSPD and WDSRA, for example. We have multiple part time staff who work for more than one park district. Rini explained part-time employees are restricted to working under 1,000 hours per year to avoid triggering IMRF pension eligibility. The next tier for part time staff requires they work less than 1,500 to avoid additional triggering full-time equivalent employment status and insurance benefits under the Affordable Care Act. • Commissioner Jeffery gave an update on the Memorial Park Task Force. There is a Pasta Dinner scheduled on January 14 at American Legion. Olive Garden is providing the food. We are looking for helpers. Tickets are \$15 for adults and \$5 for kids. The Candlelight Bowling event is scheduled in February. Prices are \$35 to bowl or \$25 for dinner only. We are looking for raffle prizes for both events.
<p>Closed Session</p>	<p>Commissioner Powers made a motion to go into closed session under Section 2(c)(21) Review of Closed Sessions Minutes. Seconded by Commissioner Del Preto.</p> <p>Roll Call Vote:</p> <p>Commissioner Bird: Aye Commissioner Gramann: Aye Commissioner Powers: Aye Commissioner Jeffery: Aye</p> <p>Commissioner Del Preto: Aye Commissioner Jaszka: Aye Commissioner Sokolowski: Aye</p> <p>Motion Passes 7 - 0 - 0 The Board went into closed session at 8:57 pm. The Board returned to open session at 8:59 pm.</p>
<p>Action Pertaining</p>	<p>Commissioner Powers made a motion to release closed session minutes as listed and to</p>

to Closed Session	<p>destroy verbatim recordings of closed sessions as listed. Seconded by Commissioner Del Preto.</p> <p>Roll Call Vote:</p> <p>Commissioner Gramann: Aye Commissioner Bird: Aye Commissioner Powers: Aye Commissioner Jeffery: Aye</p> <p>Motion Passes 7 - 0 - 0</p> <p>Commissioner Del Preto: Aye Commissioner Jaszka: Aye Commissioner Sokolowski: Aye</p>
Adjournment	<p>Commissioner Powers made a motion to adjourn the meeting. Seconded by Commissioner Jaszka. Voice Vote taken. Motion passed 7-0-0. Meeting adjourned at 9:00 pm.</p>



President
Brian Sokolowski



Secretary
Jim Reuter

January 8, 2018
Date