



Board of Commissioners
Regular Business Meeting
910 N Gary Ave
Room 120

September 23, 2019
7:00 pm

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: September 9, 2019
 - B. Approval: Ordinance No. 534 Park District Surplus Property
6. **Discussion Items**
 - A. Weekly Happenings (oral)
7. **Action Items**
 - A. Approval: 2020 Merit Pool Increases
8. **Closed Session**
9. **Action pertaining to closed session**
10. **Adjournment**



Board of Commissioners
Regular Meeting
September 9, 2019
7:00pm

Call to Order	Commissioner Gramann called the meeting to order at 7:02 pm.								
Roll Call/Pledge of Allegiance	Present: Commissioners Gramann, Jaszka, Powers and Sokolowski. Commissioners Bird, Del Preto and Jeffery were absent Staff: Executive Director Reuter, Directors Bachewicz, Hamilton and Rini.								
Listening Post	Commissioner Sokolowski read the Proclamation of Appreciation (see attached) and Commissioner Gramann presented Seth Berlin and Joe Jennings certificates of appreciation for their heroic efforts on the night of May 29, 2019 when they performed CPR and used the AED to save the life of Jason Anderson.								
Changes to the Agenda	None								
Consent Agenda	<p>Commissioner Powers made a motion to accept the consent agenda. Seconded by Commissioner Jaszka.</p> <ul style="list-style-type: none"> A. Approval of Regular Minutes: August 26, 2019 B. Ratify August 2019 Bills C. Approve Quarterly Treasurers Report D. Board Meeting Schedule for 2020 <p>Voice Vote. Motion Passes 4 - 0 - 3</p> <p>Commissioner Sokolowski made a motion to approve the consent agenda. Seconded by Commissioner Powers.</p> <p>Roll Call Vote:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Commissioner Del Preto: Absent</td> <td style="width: 50%;">Commissioner Gramann: Aye</td> </tr> <tr> <td>Commissioner Jaszka: Aye</td> <td>Commissioner Powers: Aye</td> </tr> <tr> <td>Commissioner Jeffery: Absent</td> <td>Commissioner Sokolowski: Aye</td> </tr> <tr> <td>Commissioner Bird: Absent</td> <td></td> </tr> </table> <p>Motion Passes 4 - 0 - 3</p>	Commissioner Del Preto: Absent	Commissioner Gramann: Aye	Commissioner Jaszka: Aye	Commissioner Powers: Aye	Commissioner Jeffery: Absent	Commissioner Sokolowski: Aye	Commissioner Bird: Absent	
Commissioner Del Preto: Absent	Commissioner Gramann: Aye								
Commissioner Jaszka: Aye	Commissioner Powers: Aye								
Commissioner Jeffery: Absent	Commissioner Sokolowski: Aye								
Commissioner Bird: Absent									
Discussion Items	<ul style="list-style-type: none"> A. Capital Improvement Projects <p>Executive Director Reuter asked staff to return to the old format for the Capital Improvement Plan. A new section was added showing unfunded projects. Commissioner Gramann asked Executive Director Reuter to bring this back up because of the large</p>								

	<p>amount of information presented for the Board to understand. Commissioner Sokolowski asked about the average life expectancy of playgrounds. Director Rini said the District’s repair and replacement schedule uses 20 years as the life expectancy of a playground. Executive Director Reuter emphasized if there is something wrong with a playground, vehicle or building, the priority is always to repair it now so it is safe. Commissioner Sokolowski really wants to see Community Park finished while he is on the board, but he would be satisfied as long as it is done eventually. Commissioner Jaszka sees an opportunity to help fund these repairs by refinancing the bonds. We are so close to obtaining Community Park and he doesn’t want to just slap up some paint or put off the project due to lack of funds. Even if we were awarded a grant, we have to provide matching funds. The Coral Cove repairs exceed the capital funds available, so we need to do something. Commissioner Powers added that we do need money to pay for these projects, but the money has to be spent within three years of the refinance. If we are talking about 2025, we would be requesting funding too soon. He suggested we wait until next year. He would like to prioritize the projects so we know which ones should be first. Commissioner Gramann wants to do all these projects but does not want to raise taxes. She would like to schedule a Parks Committee meeting after staff has a chance to define some timelines. The committee will review the timelines so we will be prepared to move forward in the spring.</p> <p>B. Weekly Happenings (oral)</p> <ul style="list-style-type: none"> • Commissioner Gramann attended the Intergovernmental meeting on August 29 and was impressed with the turnout. Mayor Saverino would like to speak at the Carolshire Park Grand Opening. • Commissioner Gramann saw the “be a good human” stencils painted on the Biermann Lake path. 								
<p>Action Items</p>	<p>A. Ordinance No. 522, an Ordinance so Carol Stream Park District can use, occupy or improve Community Park. It must be approved prior to approving the Intergovernmental agreement we discussed at length during the last meeting.</p> <p>Commissioner Sokolowski made a motion to approve Ordinance No. 533 declaring it necessary and convenient for the Carol Stream Park District to use, occupy or improve certain real property owned by the Village of Carol Stream for Public Park and Recreation purposes. Seconded by Commissioner Jaszka.</p> <p>Roll Call Vote:</p> <table data-bbox="370 1753 1372 1900"> <tr> <td>Commissioner Del Preto: Absent</td> <td>Commissioner Gramann: Aye</td> </tr> <tr> <td>Commissioner Jaszka: Aye</td> <td>Commissioner Powers: Aye</td> </tr> <tr> <td>Commissioner Jeffery: Absent</td> <td>Commissioner Sokolowski: Aye</td> </tr> <tr> <td>Commissioner Bird: Absent</td> <td></td> </tr> </table>	Commissioner Del Preto: Absent	Commissioner Gramann: Aye	Commissioner Jaszka: Aye	Commissioner Powers: Aye	Commissioner Jeffery: Absent	Commissioner Sokolowski: Aye	Commissioner Bird: Absent	
Commissioner Del Preto: Absent	Commissioner Gramann: Aye								
Commissioner Jaszka: Aye	Commissioner Powers: Aye								
Commissioner Jeffery: Absent	Commissioner Sokolowski: Aye								
Commissioner Bird: Absent									



	<p>Motion Passes 4 - 0 - 3</p> <p>B. Intergovernmental Agreement between the Village of Carol Stream and Carol Stream Park District for the Transfer of Community Park.</p> <p>Commissioner Powers made a motion to approve an Intergovernmental Agreement between the Village of Carol Stream and the Carol Stream Park District for the Transfer of Property known as Community Park. Seconded by Commissioner Sokolowski.</p> <p>Roll Call Vote:</p> <p>Commissioner Del Preto: Absent Commissioner Jaszka: Aye Commissioner Jeffery: Absent Commissioner Bird: Absent</p> <p>Commissioner Gramann: Aye Commissioner Powers: Aye Commissioner Sokolowski: Aye</p> <p>Motion Passes 4 - 0 - 3</p>
Closed Session	None
Action Pertaining to Closed Session	None
Adjournment	Commissioner Powers made a motion to adjourn the meeting. Seconded by Commissioner Jaszka. Voice Vote. Motion passed 4-0-3. Meeting adjourned at _____

 President
 Brenda Gramann

 Secretary
 Jim Reuter

September 23, 2019
 Date

To: Board of Commissioners
From: Jim Reuter, Executive Director
Date: September 23, 2019
Approval: Ordinance No. 534 Park District Surplus Property
Agenda Item # 5B

Issue:

Should the Board approve Ordinance No. 534 declaring certain Park District property as surplus.

Background/Reasoning:

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

QUANTITY	EQUIPMENT
4	Skate Park Ramps
6	Skate Park Platforms
2	Game Time Spring Playground Toys
1	Cybex ARC Trainer
1	Cybex ARC Trainer
6	Belly Bumpers with pump
3	"On Stage" Mic Stands
1	Electronic "OPEN" Sign
2	Letter Board signs
3	Literature Racks
1	Display box
50	3-Sided Acrylic sign holders

Supporting Documents:

Ordinance No. 534.

Public/Customer Impact:

These items are not currently being used. There will be no impact on the public.

Recommendation:

Recommend that the Board make a motion to approve Ordinance No. 534 declaring certain Park District property as surplus.

**ORDINANCE NO. 534
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 items 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: September 23, 2019

President, Board of Park Commissioners

ATTEST: _____
Secretary, Board of Park Commissioners

QUANTITY	EQUIPMENT
4	Skate Park Ramps
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50	3-Sided Acrylic sign holders

STATE OF ILLINOIS)

) SS

COUNTY OF DUPAGE)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioner (the "Board") of the Carol Stream Park District, DuPage County, Illinois (the "District"), and as such official I am the keeper of the records and files of the District and the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 10th day of December, insofar as same relates to the adoption of Ordinance No. 534 entitled:

AN ORDINANCE declaring certain park district personal property as surplus and authorizing sale or disposal.

a true, correct and complete copy of which said ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the new media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the District, this 23rd day of September 2019.

(SEAL)

Secretary, Board of Park Commissioners

To: Board of Commissioners

From: Chris Quinn, Superintendent of Human Resources

Date: September 23, 2019

Approval: 2020 Merit Pool Increases

Agenda Item # 7A

Issue

Seeking approval from the Board of Commissioners for the 2020 Merit Pool.

Background/Reasoning

Per the Salary Administration Policy & Procedure adopted on January 14, 2019, the Board of Commissioners will be asked annually to approve the District's merit pool. The 2019 merit pool was 3%; staff is recommending 3% again for 2020.

- Staff has gathered information on the national, state and local levels for average merit increases in the field of parks and recreation.
 - National average is 3.0%;
 - State average is 2.8%;
 - Local average for 39 reporting park districts is 3.0%
 - WDSRA member agencies average is 3.0%
- The recommended merit pool does not represent an automatic merit increase; awards are solely based on performance. Increases may range from 0 – 3.0%.
- No merit increase is granted to employees who are performing below expectations, or those who have been placed on a performance plan.

Public/Customer Impact

Enhances the District's ability to hire and retain high quality staff, and provide outstanding programming and services to the residents of the Carol Stream Park District.

Recommendation

That the Board approve a 3.0% merit pool for the 2020 budget year.