

Public Meeting Notice

Cary Park District
Decennial Committee on Local Government Efficiency
June 27, 2024
6:15 p.m.
Community Center
255 Briargate Road
Cary, Illinois



AGENDA

- I. Call to Order
- II. Roll Call, Pledge of Allegiance
- III. Matters from the Public, Committee Members or Staff
- IV. Approval of Minutes
 - A. February 22, 2024.
- V. Action Items
 - A. Consider – Efficiency Report for the Cary Park District.
 - B. Consider – Cancel Meeting Scheduled for October 24, 2024.
- VI. Discussion Items
 - A. None.
- VII. Post Meeting Survey
 - A. Input From Public Attendees.
- VIII. Adjournment

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

Providing exceptional recreation, parks and open space opportunities.

Cary Park District
Board of Commissioners
Decennial Committee of Local Government Efficiency
February 22, 2024
7:00 PM
Community Center
255 Briargate Rd.
Cary, Illinois

MINUTES

I. CALL TO ORDER

Vice President Frangiamore called the meeting to order at 6:15 PM.

II. ROLL CALL, PLEDGE OF ALLEGIANCE TO THE FLAG

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

Staff Present

Staff present: Sara Kelly, Deputy Director; Becky Horn, Administrative and Recreation Assistant, Erica Hall, Superintendent of Recreation; David Raica, Director of Planning & Development; Vicki Krueger, Director of Finance & Administration.

Guests Present

None.

The Pledge of Allegiance was recited.

III. MATTERS FROM THE PUBLIC, COMMITTEE MEMBERS OR STAFF

There were no matters from the Public.

There were no matters from Committee Members.

There were no matters from Staff.

IV. APPROVAL OF MINUTES

The minutes from the August 24, 2023, meeting were presented for approval.

Stanko moved to approve the minutes as presented. Second by Barklow.

Voice vote: Yes – 7. No – None. Motion carried.

V. ACTION ITEMS

None.

VI. DISCUSSION ITEMS

VI.A. Review Draft Agency Report

Jones started the discussion by briefly recapping the previous meeting on August 24, 2023. He stated the comments/additions from Committee members at that meeting were included in this draft. Jones reminded the Committee they are required to meet no less than three times, therefore they can choose to cancel the fourth meeting scheduled on October 24, 2024 if they feel the report is complete at the June 27, 2024 meeting. Frangiamore opened the discussion up to Committee members.

Carasso stated she has no concerns with the information staff has provided in the report and has nothing to add at this time.

Stanko asked what the final report will consist of. Jones responded the final report will contain the report document, along with two Appendixes which will be a list of the Park District's Policies and Procedures, and the agendas, memos, and minutes from all the Committee meetings. He stated the next report at the June 27, 2024 meeting will look like the final document. Stanko agreed it is important to include the minutes from each Committee meeting. Stanko directed attention to page 19 under Other Benefits. He requested additional information be added in regard to the bike trail on Route 31, connecting to the regional bike trail system, which he explained is a very important piece of information to include. Stanko also requested on page 22, under item "e.," there be additional language added to be clearer on why the Local Government Efficiency report is not efficient, especially if all forms of local government are not required to complete. Jones responded staff will work on adding the additional information to both sections as requested.

Barklow stated the draft report looked great. He requested numbers and percentages are added and used wherever possible. Jones responded there are areas in the report those things have been added and will continue to evaluate if there are other areas to add additional information.

Murphy walked through a list of items he wanted to point out and address.

- Page 10 – under item 4 – include the participant total for Cary Grove Youth Lacrosse
- Page 11 – under Youth Employment – changing “youth” to “youths”. Carasso suggested restructuring the sentence and eliminate the amount of time “youth” is mentioned.
- Page 11 – Under the Cary Park Foundation – add the Foundation is a 501C3 and the Foundation's slogan. Jones added the year the Foundation was incorporated can also be included in that paragraph.
- Page 12 – last paragraph – questioned why “non-tax sources” is bolded.
- Page 13 – first bullet point - capitalize “Board of Commissioners”.
- Page 14 – first sentence – break up the sentence, maybe add a “.”
- Page 18 – under Facilities – add “approximately” before the numbers provided.
- Page 18 – under Facilities – add the Kitchen to the Community Center, add the Maintenance Garage/ Storage buildings as facilities. Also, include information about the Community Gardens and the donation to the food pantry. Stanko added to include information about the Community Gardens being a co-op extension of U of I.
- Page 18 – under Programs – include language that states programs change seasonally.
- Page 19 – second to last sentence under Other Benefits – be more specific in the sentence about reducing juvenile crime.
- Staying consistent overall with the word “state”, capitalized or lowercase.

Renner asked for confirmation that the amount of money donated under the Cary Park Foundation was correct. Jones confirmed yes, it was the correct amount. Renner expressed his concerns overall with Prevailing Wage and the request to record Board Meetings as a way to be more transparent.

Frangiamore stated the report looked good. He felt completing this report is an overall good exercise to review what the Park District does. Frangiamore thanked the Committee for all their feedback. Jones stated staff will make adjustments based on the discussion and present a potential final report at the meeting in June.

VII. POST MEETING SURVEY

VII.A. Input from Public Attendees

No public present.

Frangiamore asked for any other comments, hearing none, he asked for a motion to adjourn.

Motion by Renner to adjourn. Second by Stanko.

Voice vote: Yes – 7. No – None. Motion carried.

Meeting adjourned at 6:55 PM.



Daniel C. Jones, Secretary
Park District Board of Commissioners

Committee Memo

To: Decennial Committee on Local Government Efficiency
From: Dan Jones, Executive Director
Date: June 27, 2024



RE: Third Meeting

Providing exceptional, recreation, parks and open space opportunities.

Action Item(s)

The Committee should consider approving the final report and directing staff to file it with the McHenry County Clerk.

The Committee should consider canceling the meeting previously approved for October 24, 2024.

Other Information

By law the Committee is required to meet no less than three times. The June 27, 2024 meets the requirement. Future meeting dates approved by the Committee: October 24, 2024.

Motion To Consider

Move to approve the Efficiency Report for the Cary Park District and direct staff to file the report with the Clerk of McHenry County no later than November 1, 2024.

Move to cancel the approved meeting date of October 24, 2024.

EFFICIENCY REPORT FOR THE CARY PARK DISTRICT

APPROVED BY THE PARK DISTRICT'S
COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY
ON _____ [INSERT DATE]



I. Purpose

The Cary Park District (“Park District”) formed its Committee on Local Government Efficiency on May 11, 2023, to study efficiencies and report recommendations regarding those efficiencies and increased accountability pursuant to 50 ILCS 70/1, *et seq.* (the “Committee”).

II. Committee Membership

The Committee consisted of the following individuals:

Keith Frangiamore, President

Mike Renner, Vice President

Phil Stanko, Commissioner

Melissa Victor, Commissioner

Jill Carasso, Commissioner

Michael Murphy, Resident Member

Glen Barklow, Resident Member

Dan Jones, Executive Director

III. Committee Meetings

The Committee met as follows:

<u>Meeting Date</u>	<u>Meeting Time and Place</u>
Thursday, August 24, 2023	Cary Park District Community Center 6:15 PM
Thursday, February 22, 2024	Cary Park District Community Center 6:15 PM
Thursday, June 27, 2024	Cary Park District Community Center 6:15 PM
Thursday, October 24, 2024	Cary Park District Community Center 6:15 PM

The agendas, memos, and minutes from all Committee meetings can be found in Appendix A.

IV. General Overview of Governing Statutes, Ordinances, Rules, Procedures, Powers, Jurisdiction

The Cary Park District was established by a referendum initiated and approved by the voters of the Park District in 1971. The Cary Park District is comprised of 52 parks and parcels of approximately 864 acres, including trails and open space. The Cary Park District serves approximately 21,630 residents in the communities of Cary, Fox River Grove, Trout Valley, and parts of Oakwood Hills, Lake in the Hills, and certain unincorporated areas McHenry County.

All Illinois park districts, including the Cary Park District, are governed by the Park District Code, 70 ILCS 1205/1 *et seq.*

Having a separate and distinct taxing body for parks, recreation, and conservation within the local community, which operates apart from general purpose governments, is extremely beneficial to the community for many reasons, as detailed further in this report.

- **Elected, non-partisan, non-compensated board.** The Cary Park District is governed by a board of five commissioners, elected at large for overlapping six-year terms. Commissioners must reside within the boundaries of the Cary Park District and are elected at the Consolidated Election in odd-numbered years. Pursuant to state law, commissioners are non-partisan and serve without compensation. This governing body is responsible, among other things, for passing ordinances, adopting the budget, appointing committees, and hiring the Cary Park District's Executive Director.
- **Accessible and focused representation.** Having a dedicated board to oversee these essential facilities, programs, and services provides the community with increased access to their elected representatives and allows those elected representatives to remain focused solely on those facilities, programs, and services. This is contrasted with general purpose governments where elected representatives are responsible for broad oversight on a wide range of issues. This special purpose benefit is particularly advantageous when it comes to budget and finance oversight.
- **Increased transparency.** Having a dedicated unit of local government to provide park and recreation services also improves the relationship between the Cary Park District and its residents because of the transparency and openness related to the board and park district operations. Having detailed agenda and action items allows taxpayers to be better informed about the inner workings of their local government. When individual units of government are responsible for providing specified services like park districts, transparency is increased because action items and budget procedures are more detailed. Additionally, these items and budgetary decisions are

subject to more scrutiny by locally elected officials than is the case with larger, multi-purpose governments with a multitude of departments.

- **Protection of revenues.** Because the Cary Park District is a separate unit of local government, the revenues it generates can only be used for park district purposes. This assurance is contrasted with general purpose governments like cities, villages, and counties that provide a multitude of services such as fire, police, public works, economic development, etc., where revenues that are generated specifically for parks and recreation can be expended on these other services with limited, if any, input from voters.
- **Protection of assets.** Public parks and other real property owned by the Cary Park District is held in trust for the residents of the Cary Park District, and, subject to very limited exceptions, can only be sold or transferred if residents approve of the sale or transfer by a referendum. This is contrasted with general purpose units of government, which have authority to sell or dispose of property by a vote of the governing board.
- **Providing the Community More with Less.** The Cary Park District does more with much fewer funding options. Unlike other units of local government that receive direct state funding, and income, sales, use, hotel/motel, motor fuel and other numerous taxes, the Cary Park District's only tax revenues come from a modest portion of a resident's overall property tax bill. In fact, despite its limited funding options, the Cary Park District share is only 7.8% of the local tax bill. Multiple municipalities and unincorporated areas, which make a large portion of McHenry County, are served by the Cary Park District.

As part of good governance and implementing best practices in the management of day-to-day operations, the Cary Park District has also adopted the following ordinances, rules, policies, and procedures:

- **Policies and Procedures Manual** – The Cary Park District's comprehensive Policies and Procedures manual consists of 8 sections.
 1. Board of Commissioners
 2. Administration
 3. Finance
 4. Personnel Policy and Procedure Manual
 5. Parks and Facilities Maintenance
 6. Recreation Programs, Facilities, and Services
 7. Public Relations and Customer Satisfaction
 8. Safety and Risk Management

A list of all Policies and Procedures, by Section, can be found in Appendix B.

- **Comprehensive Master Plan** – The Cary Park District’s Comprehensive Master Plan is a result of a yearlong analysis and input from residents, governmental entities, and the Cary Park District Board and Staff that serves as a guide and framework to implement action items over the next five to ten years. The Comprehensive Master Plan is reviewed and updated every ten years. Last approved in 2016, an update to Comprehensive Master Plan will take place in 2024-2025.
- **Action Plan** – The Cary Park District’s Action Plan is a short-term plan that guides the Park District through implementing the strategies from the Comprehensive Master Plan over a five-year time period. The Action Plan is periodically re-evaluated and adjusted to reflect completed projects and the community’s changing needs. Last reviewed and approved in 2023.
- **Maintain Park Rules and Regulations Ordinance** – This document outlines the rules and regulations of the Cary Park District and indicates fines or penalties associated with disregard or violation of applicable regulations. This Ordinance is reviewed every five years. Last reviewed and approved in 2020.
- **Annual Comprehensive Finance Report** – At the end of each fiscal year, the Cary Park District prepares an Annual Comprehensive Financial Report consisting of the details of the Cary Park District’s financial activity, balance sheet, expenditures, and revenues. The report is reviewed by an independent auditor using generally accepted government auditing standards.
- **ADA Transition Plan** – The Cary Park District’s ADA Transition Plan is a guide and roadmap to improving accessibility for our patrons throughout our park system and facilities. The ADA Transition Plan is reviewed and updated every ten years. Last updated, reviewed and approved in 2023.

V. List of Shared Services and Partnerships

The Cary Park District works diligently to provide the best possible programs, services, and facilities to our community at the least possible cost. One of the many ways the Cary Park District achieves this goal is by partnering with neighboring park districts, school districts, other units of local government within or near the community, the State, non-profit organizations, and for-profit corporations. Below is a comprehensive list of the current partnerships, agreements, and other relationships that assist the Cary Park District's mission of delivering the best possible services at the least possible cost to our community.

1. Membership in Special Recreation Association

The Cary Park District is part of the Northern Illinois Special Recreation Association (NISRA). Special recreation associations are a form of intergovernmental cooperation among units of local government that are authorized under the Illinois Constitution, the Intergovernmental Cooperation Act, the Park District Code, and the Municipal Code. Their formation is rooted in a fundamental belief and recognition that "Recreation is for Everyone." They are shining examples of local government efficiency.

Since 1976, the Cary Park District has been a member district of the Northern Illinois Special Recreation Association. The park districts and municipalities that form the NISRA cooperative and support the activities of the association are:

1. Barrington Park District
2. Cary Park District
3. Crystal Lake Park District
4. Dundee Township Park District
5. City of Elgin
6. Hampshire Township Park District
7. Huntley Park District
8. City of Harvard
9. Village of Lake in the Hills
10. Marengo Park District
11. City of McHenry
12. Wauconda Park District
13. City of Woodstock

By partnering together, local communities are able to effectively and efficiently deliver more successful program opportunities to community members who have special needs. Furthermore, by participating in the SRA, the Cary Park District networks with twelve other local governments to provide many more program opportunities for our community members who have special needs and offers a choice between participating in the SRA's programs or in programs that are provided by the Cary Park District.

The Cary Park District and the SRA also achieve efficiency by utilizing existing facilities that are owned and operated by the SRA's members, including the Cary Park District. Utilizing these existing facilities allows the SRA to deliver services to its member communities at a lower cost. Currently the Cary Park District provides the SRA access to the following facilities for their program offerings:

- Sunburst Bay Aquatic Center
- Community Center
- Community Gardens at Hoffman Park.
- Fitness Center

The SRA also provides the support needed for participants with special needs who choose to register for Cary Park District programs or inclusive programming. The SRA collects information on the registered participant and determines what supports are needed for that participant to be successful in this inclusive setting or the Park District program. This could include additional training of the supervisory staff, additional support staff, the use of adaptive equipment, behavior management, and/or other measures that will assist in the successful participation of this individual in the Cary Park District program. Although success may not look the same for everyone, the SRA works with the Cary Park District's staff to ensure the best possible results for all the participants in the program. The Cary Park District's cost of providing these services would be much greater without its participation and partnership in the SRA.

In 2023, NISRA successfully served 51 residents in 901 programs. NISRA also supported 8 participants in inclusive programs that were provided by the Cary Park District.

The Cary Park District is very proud of the ongoing collaboration with NISRA. By working cooperatively with other local governments, not only are we better able to collectively serve all citizens within our communities, including persons with disabilities, but we are able to do so in the most efficient and effective manner possible.

2. Other intergovernmental agreements with other park districts, forest preserve districts, conservation districts, or municipal recreation agencies.

The Cary Park District strives to be a good neighbor and work together with other government agencies to provide services to the community.

- McHenry County Conservation District – Intergovernmental Agreement – Camp ECHO
- McHenry County – Intergovernmental Agreement – Parking Lot
- Palatine Park District – Joint RFP – Comprehensive Master Planning Services

3. Intergovernmental agreements/relationships with other units of local government

- Cary School District 26 – Intergovernmental Agreement for Use of Facilities

- Community High School District 155 – Intergovernmental Agreement for Use of Facilities
- Cary Area Library District – story walk @ Jaycee Park, member borrow Sunburst Bay Aquatic Center pass, story time @ Sunburst Bay Aquatic Center
- Village of Cary – Joint Bid – Seasonal Mowing Services

4. Partnerships or agreements with athletic or similar affiliate organizations that operate sports or other leagues.

The Cary Park District has developed working relationships with a variety of organizations to enhance recreational opportunities for the community.

- Cary Barracudas Swim Team – 163 participants
- Cary Soccer Association – 471 participants
- Cary Youth Baseball and Softball – 437 participants
- Jr. Trojans Football and Cheerleading – 337 participants
- Cary Grove Youth Lacrosse – 142 participants
- McHenry Christian Fellowship Softball League – 180 participants

5. Partnerships or other interrelationships with non-profits

The Cary Park District has engaged in relationships that benefit the greater community at-large to provide increased services for the community.

- YMCA of Crystal Lake – Lifeguard training.
- Cary Area Library – Free Community Pool Passes through Library of Things
- Rotary Club of Cary-Grove – Meeting space and contribution of trees to Community Park.
- Cary Citizen’s Police Academy Alumni Association – A part of National Night Out is hosted at a park site.
- Cary-Grove Chamber of Commerce – Meeting space.

VI. Other Examples of Efficient Operations

Use of volunteers. One way in which the Cary Park District reduces the burden on taxpayers is through the use of volunteers. Last year, 180 individuals volunteered 1,755 hours of service to the Cary Park District.

Youth employment. The Cary Park District is a major employer of youth in the community. Last year, the Cary Park District hired 81 employees ages 15-19 years old and 119 employees ages 19-23 years old. Not only is this an efficient way to deliver services, but youth employment serves as a valuable training tool for the future workforce.

Joint purchasing and Energy Efficiency. The Cary Park District participates in joint purchasing cooperatives pursuant to the Governmental Joint Purchasing Act (30 ILCS 525/0.01 *et seq.*) thereby saving taxpayer dollars through economies of scale. These include:

- Sourcewell Cooperative Purchase Program – playground equipment, maintenance equipment, and vehicles.
- ComEd Energy Efficiency Program – multiple locations and park sites converted to LED light which consume less energy.
- Propane Conversion Program – multiple vehicles and equipment operate on propane.

The Cary Park Foundation (501C3) The Cary Park Foundation was started in 2001. After a brief hiatus in the mid 2000's, the Cary Park Foundation was reborn and has been active since 2011. The mission of the Cary Park Foundation states "Helping the Cary Park District Do More". To meet its mission, the Cary Park Foundation raised \$13,300 in private donations, which help alleviate the burden on taxpayers in 2023. The Cary Park Foundation also supported the Cary Park District by donating over \$22,000 for Senior programs and events, provided funds for a Memorial Bench/Tree program, donated over \$20,400 towards Sunburst Bay Aquatic Center to add pedestals in the cabanas, as well as contribute \$15,000 towards the sand volleyball courts, and contributed \$2,200 to help purchase power charging stations as part of the Lions & Kaper Park Revitalization Project. The Cary Park Foundation has also supported 45 high school seniors and distributed \$25,100 in scholarship monies.

Collaboration with other park districts on best practices. Because park districts are not in competition with one another, they are more willing than the private sector to share best practices. These best practices help to avoid unnecessary costs and deliver services more effectively and efficiently.

Reliance on Non-Tax Revenue. Unlike most local governments that rely on a wide range of sales, use, and income taxes, the Cary Park District is not permitted to assess these types of taxes. Additionally, although the Cary Park District is an economic engine for the community and generates much revenue for the state and our community in the

form of hotel/motel, sales, and motor fuel taxes, our Park District does not receive any of these revenues. Also, unlike Illinois cities, villages, counties, and school districts that received billions of dollars in direct financial assistance from the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the American Rescue Plan Act (ARPA), our Park District did not receive any such direct federal aid. The Cary Park District also does not receive state funding under the Local Government Distributive Fund (LGDF) or General State Aid (GSA) that these same cities, villages, counties, and school districts receive through the state budget.

Instead, the Cary Park District provides all the programs, facilities, and services to the community with a very modest amount of property taxes and from non-tax sources such as memberships, program registrations, and other user fees as well as private donations and grants.

VII. Transparency to the Community

The following information about the Cary Park District may be obtained by citizens in the location listed.

Document	Location(s) Available
Annual Budget and Appropriation – Fiscal Year 2023-24	Website, Community Center, County Clerk
Board of Commissioners – Meeting Agendas, Packets, and Minutes	Website, Community Center
Annual Tax Levy 2023	County Clerk
Annual Comprehensive Financial Report 2023	Website, Community Center, County Clerk, State of IL Comptroller website
2016 Comprehensive Master Plan Update	Website, Community Center
2023 Action Plan Update	Website, Community Center
Park Rules and Regulations Ordinance O-2019-20-10	Website, Community Center

The Cary Park District offers residents many opportunities to provide feedback. These include:

- The Board of Commissioners meets twice a month. Residents may provide public comment at every meeting.
- The Cary Park District’s annual Budget and Appropriation Ordinance is available in tentative form at least 30 days prior to its adoption at an open meeting of the Cary Park District board. Additionally, at least one public hearing is held prior to final action, and notice of the hearing is published in the newspaper at least one week prior to the hearing.
- The Cary Park District’s annual property tax levy is approved at an open meeting of the Cary Park District board in accordance with the Open Meetings Act. The Cary Park District follows all public notice and hearing requirements under the Truth in Taxation Law prior to the adoption of this annual tax levy.

Residents may contact or request information from the Cary Park District by phone at 847-639-6100 or email at caryparkdistrict@carypark.com

The Cary Park District connects with the community in a variety of ways. Examples include satisfactory surveys in programs, park replacement projects, new facility plans, etc. Surveys completed in the last 5 years include:

- Brittany Park replacement project
- Bristol Park replacement project
- Sunburst Bay Aquatic Center
- Camp ECHO
- Sunshine Camp
- E.T. KidZone
- Dance
- Youth Athletics
- Birthday Parties
- Summer Celebration event
- Knotty Pines Park replacement project
- Fox Trails Park replacement project

Public Hearings or Similar Meetings

The Cary Park District holds Public Hearing meetings regarding specific topics with an opportunity for community input. Recent Public Hearing meetings include:

- Annual Budget & Appropriation
- Annual Levy
- Ordinances
- Truth in Taxation

VII. District Awards and Recognition

The Cary Park District is a four-time recipient of the IAPD/IPRA Distinguished Accreditation award, currently pursuing a fifth award in fall 2024. The goal of the Illinois Distinguished Accreditation program is to improve the delivery of recreation services to the residents of Illinois through a voluntary comprehensive evaluation process and detailed review in six categories including General Management, Finance and Business Operations, Facilities and Parks, Personnel, Recreation, and Legal. The desired result is to improve the quality of life for Illinois residents and to recognize those agencies that provide this quality service.

The Cary Park District has received the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association of the United States and Canada (GFOA) for its Comprehensive Annual Financial Report for 17 consecutive years. The Certificate of Achievement award is designed to recognize and encourage excellence in financial reporting by state and local governments. This award is the highest form of recognition in the area of governmental accounting and financial reporting.

Several members of staff and Board have been recognized by IAPD or IPRA for their dedication and success to the field of Parks and Recreation.

- Melissa Victor, Board Commissioner, 2024 IAPD Master Board Member
- Dan Jones, Executive Director, 2023 IAPD Honored Professional Award; 2017 IPRA Chairmans Award; IPRA, Recreation Section, 2008 Professional of the Year.
- Melissa Victor, Board Commissioner, 2022 IAPD Rising Star Award
- Mike Renner, Board Commissioner, 2012 IAPD Mike Cassidy Commissioner Community Service Award

Staff Credentials – The Cary Park District desires to hire qualified and certified professionals in leadership positions.

- Nine (9) Certified Park and Recreation Professionals
- Four (4) Certified Pesticide Applicators
- Seven (7) Certified Pesticide Operators
- One (1) Certified Prescribed Burn Manager
- Eight (8) Certified Prescribed Burn Crew Members
- Two (2) Certified Pool Operators
- One (1) Aquatic Facility Operator
- One (1) Certified Therapeutic Recreation Specialist

Each year, the Northwest Herald sponsors an annual contest and asks its readers to name the best of the best in McHenry County. Thousands vote for their favorite local businesses in more than 150 categories. In 2022 & 2023, Foxford Hills Golf Club was voted “One of the Best of the Public Golf Courses in McHenry County”. In 2023, Sunburst Bay Aquatic Center was voted “One of the Best Swim Lessons in McHenry County” during its first full season.

VIII. Benefits and Services

The Cary Park District serves the entire community from the youngest child to the oldest adult and all ages in between. It does so in a variety of ways.

1. Parks and Open Space

The Cary Park District offered the following parks and open space to the community last year:

Parks/Trails/Open Spaces/Natural Areas

- **Bristol Park** – Playground, Open Space
- **Brittany Park** – Playground, Natural Area, Trails
- **Cambria Park** – Playground, Natural Area, Trails
- **Candlewood Park** – Playground, Open Space, Baseball Diamonds
- **Cary Oaks Park** – Natural Area
- **Cary Veterans Park** – Open Space, Fishing Area, Trails
- **Cary Woods Park** – Playground
- **Cary-Grove Park** – Playground, Basketball Hoops, Football Fields, Natural Area, Sand Volleyball Court, Soccer Fields, Swimming Facility, Trails
- **Chalet Hills Park** – Playground
- **Cimarron Park** – Open Space
- **Community Center Park** – Open Space
- **Decker Park & Trails** – Natural Area, Trails
- **Devron Circle** – Open Space
- **Fox Trails Park** – Playground
- **Foxford Hills Golf Club** – Golf Course
- **Foxford Hills Park** – Playground
- **Greenfields Park** – Playground, Fishing Area, Open Space
- **Hampton Park** – Playground
- **Hillhurst Park** – Open Space
- **Hillside Prairie Park** – Playground, Natural Area, Trails
- **Hoffman Park** – Community Gardens*, Disc Golf Course, Dog Play Area, Fishing Area, Natural Area, Open Space, Shelter/Gazebo, Trails
- ***The Community Gardens** – In 2011 the Cary Park District and the Cary Food Pantry partnered to provide fresh produce to those in need. Since then, over 17,000 pounds of fresh produce has been delivered to the Cary Food Pantry and distributed to the local community.
- **Jamesway Park** – Playground, Open Space
- **Jaycee Park** – Fishing Area, Horseshoe Courts, Outdoor Ice Skating, Natural Area, Open Space, Shelter/Gazebo, Trails
- **Kaper Park** – Playground, Open Space, Shelter/Gazebo, Soccer Fields, Splash Pad

- **Kiwanis Park** – Natural Area, Open Space, Trails
- **Knotty Pines Park** – Playground
- **Lions Park** – Bandshell, Baseball Diamonds, Basketball Hoops, Fishing Area, Football Fields, Natural Area, Open Space, Playground, Sand Volleyball Courts, Shelter/Gazebo, Skate Park, Soccer Fields.
- **Montana Park** – Open Space
- **New Haven Park** – Playground, Natural Area, Trails
- **Saddle Oaks Park** – Playground, Open Space
- **Sands East Main Street Prairie** – IL Nature Preserve, Wallace Farm, Trails
- **Sterling Ridge Greenway** – Open Space, Trails
- **Three Oaks Detention** – Open Space
- **Val Budd Park** – Natural Area
- **Water Tower Prairie** – Natural Area
- **Wentworth Park** – Playground
- **West Lake Park** – Playground, Trails
- **White Oaks Park** – Playground, Open Space

2. Facilities

Annually, the facilities of the Cary Park District are visited by over 100,000 persons. This includes approximately 40,000 visitors at Sunburst Bay Aquatic Center and 38,000 visitors to Foxford Hills Golf Club.

- **Annex** – Administrative Office Space
- **Cary Park District Preschool** – Multiple classroom spaces, playground.
- **Community Center** – Fitness Center, Program Spaces, Administrative Offices, Kitchen.
- **Dog Park** – Membership based 30 acre park for dogs and owners, includes separate small dog area, play features and walking trails.
- **Foxford Hills Golf Club** – Driving Range, Practice Areas, 18-hole Golf Course
- **Maintenance Facility** – Houses the maintenance operations of the Park District
- **Storage** – Cold and Warm Storage facilities located at Lions Park
- **Sunburst Bay Aquatic Center** – Drop Slide, Flume Slide, Climbing Wall, Lap Pool, Leisure Pool, Locker Rooms, Sand Volleyball Courts.

3. Programs

Annually, the Cary Park District offers over 1,000 programs and processes over 110,000 registrations. The Cary Park District offers a wide variety of programs that change seasonally within the following areas:

- Before/After School
- Preschool

- Early Childhood
- Day Camp
- Art
- Dance
- Drama/Theatre
- Group Fitness
- Youth Athletics (Golf Team, T-ball, Soccer)
- Gymnastics
- Martial Arts
- Youth Programs (Chess, STEAM, Magic, Language classes, American Sign Language)
- Teens (Programs and Trips)
- Adult (Yoga, Language, Special focus)
- Seniors (Trips, Parties, Clubs, etc.)
- Swim Lessons & Aqua programs (Lessons, Fitness)
- Golf Lessons (Individual, Group)
- Special Events (small gathering, large community wide events)

2. Other Benefits

While the Cary Park District is a special purpose district, its impact to the community is multi-faceted and far reaching. For example, the Cary Park District's parks, recreational programming, and other opportunities improve the community's overall physical and mental health and wellness, thereby reducing health care costs. Before and after school and summer programs offer safe, convenient, and affordable childcare options for working families during critical times when school is not in session. These opportunities also help reduce juvenile crime in southeast McHenry County. The Cary Park District's open space and trees help improve air and water quality and mitigate flooding.

- The Cary Park District features over 7.5 miles of trails for families to bike, walk and enjoy. These trails link with trails owned and maintained by the Village of Cary and School District 26. The Cary Park District has contributed its expertise to develop a linked trail system for residents.
- The trail system within Cary, is such that residents may access, via trail and off road routes, by moving through Hoffman Park, reaching the McHenry County trail system along Route 31, which will connect to the Prairie Path Regional trail system which travels from Saint Charles to Wisconsin.
- Undeveloped natural areas make up a sizeable amount of the 800+ acres of the Cary Park District and provide a natural habitat and corridor for wildlife.
- Naturalized planting that require less water and maintenance are planted at park sites and outside of facilities when possible.
- Low nitrogen and phosphate-free organic fertilizer is used district-wide. Organic fertilizer is used when possible.
- All Cary Park District vehicles meet and/or exceed EPA Clean Fuel Fleet Emissions Standards output

IX. Recommendations for Increased Accountability and Efficiency

1. Intergovernmental Fees and Charges

One opportunity for efficiency would be the elimination of fees and charges assessed by other units of government. By way of example, below are areas where other units of local and state government charge the Cary Park District even though the Cary Park District's taxpayers are also taxpayers of these other units of local government. Such fees and charges, and the bureaucracy that accompanies them, inhibit the park district's ability to deliver programs, facilities, and services at the least possible cost.

- State and local liquor licenses
- Building and sign permits
- Permit review fees
- Sewer fees
- Water fees
- Illinois State Police background checks
- Elevator license and inspection
- Fire inspection
- Health Department Permits

Other units of local government should recognize that intergovernmental fees often lead to inefficiency in the expenditure of taxpayer dollars through extra bureaucracy and administrative costs. In many cases, the unit of government assessing the fee ultimately benefits from the project or event, meaning it can recoup its costs through the extra sales tax or other revenue that will be generated. Where such fees are absolutely necessary, general-purpose units of government should offset the fee by crediting the Cary Park District for all benefits they will receive from a project, event, or property. For example, open space that is protected and maintained by the Cary Park District helps mitigate storm water management costs, so assessing storm water management fees on the Park District not only leads to inefficiency, but it is also shortsighted.

Governmental units should be discouraged or prohibited from charging more than their out-of-pocket costs associated with the activities covered by a fee that is assessed to another unit of local government with the same taxpayers. Put another way, one unit of local government should not profit by taxing another. Eliminating local permit fees is a way to reduce administrative costs without impacting overall public revenue. Local government best serves the people when it cooperates and works together. Some communities recognize this and do not charge fees to other units. All communities should be encouraged to follow that model to receive the best results for local taxpayers and to promote governmental efficiency.

2. Inefficiency of Other Governments

The Cary Park District is also negatively impacted by the inefficiency of the state and other units of local government.

- ITEP grant review and reimbursement timeframes. Trail completed and opened in 2022, project still not closed out in 2024.

3. Unfunded Mandates

Unfunded state mandates are another cost driver. While the Cary Park District recognizes that there are benefits to some of these mandates, modifications could help alleviate some of the burden to the park district.

- a) Non-resident FOIA Requests.** Annually, the Cary Park District fulfills 15-20 FOIA requests. Often the individuals/businesses submitting the FOIA requests are from outside of the Cary Park District boundaries, and they appear to be serving a specific agenda, rather than assuring better local government. The Cary Park District estimates that on average, 80% or more of the FOIA requests processed are from non-resident requests.

Under current law, resident taxpayers end up footing the bill for these non-resident or commercial requests. In order to help alleviate the burden for these non-resident requests the law could be amended to: (1) add a requirement that non-residents identify/explain the purpose of the request for information; (2) add a time limit on how far back a non-resident can request information; (3) staff time and costs could be included in the amount that is reimbursable for non-resident and commercial requests; (4) move back the deadline for non-resident requests 10 business days so that the park district does not have to delay services to its residents in order to comply with a non-resident request.

Sunshine laws are supposed to protect taxpayers by allowing them to shed light on any issue that is not exempt from FOIA. However, local government can be burdened by having to drop everything to rearrange priorities to meet FOIA deadlines, particularly if it has limited resources. Since local residents ultimately bear the expense of complying with FOIA, treating resident and non-resident requests differently would be justified.

- b) Criminal Background Checks.** All park districts are statutorily required to conduct criminal background checks on all employees pursuant to Section 8-23 of the Park District Code. The background checks must be done through the Illinois State Police (ISP). Last year, the park district spent \$2,500 for criminal background checks. The Cary Park District does not recommend eliminating this mandate because it is necessary to ensure the safety and well-being of children and other park district patrons. However, the State should explore ways in which it could improve the current system and make it less costly for park districts to comply with the law.

The mandate also raises the fundamental question as to why one layer of government is forced to charge its taxpayers to comply with a state mandate when the state made the determination to impose the mandate. Put another way,

if the state has determined that criminal background checks are necessary for public safety, the state should assist with compliance.

The Cary Park District recommends studying whether there can be a more efficient background check process implemented through the ISP to reduce the time and expense it takes for background checks. Another suggestion is for ISP to waive the fee for checks on minors or waive all fees for name checks. If there is a “hit” from a name check, the fee could be charged for the more costly fingerprint check. Since it is a state mandate, perhaps the fee structure for park districts should also be reviewed to determine whether the fee being charged exceeds the actual cost of doing the check and, if so, perhaps the ISP could consider reducing its cost to local governments.

c) Prevailing Wage. One way to reduce burden on local government staff is to limit the prevailing wage requirement to larger capital contracts. This would free up tracking of the paperwork on small repairs and projects. One reason for creating a threshold requirement is the cost of the administrative burden relative to the cost of the actual project. For example, eliminating prevailing wage on smaller projects, e.g., those less than \$50,000, will result in more local bids and decrease the overall cost for these smaller public works projects.

d) Newspaper Publication. The newspaper is no longer the most effective way to provide notice. Websites are cheaper and reach more people. Permitting the Cary Park District to post the information on its website in lieu of newspaper publications would reduce costs.

e) Decennial Committee on Local Government Efficiency. The purpose of the law to establish the Committee is commendable and aspirational. The implementation of the requirements of the law, the staff time required to draft and assemble a report, the volunteer time of both elected members and at large members of the community are all inefficient uses of valuable local resources. Further, it’s difficult to understand how certain forms of local government are exempt from meeting the requirements of the law, without regard to which forms of local government may be more or less efficient than another. Without all forms of local government being required to evaluate efficiency the mandated work only views this matter from one perspective rather than all perspectives.

4. Opportunities for Increased Transparency

As illustrated above, the Cary Park District is very transparent in its operations. The following are opportunities for increased transparency:

- **Board and Committee Meeting(s) Video Recording and Posting of Video for Public Viewing.** More park district’s do not pursue this area of transparency than do. There is a cost related to staff time, hiring of expertise, equipment and ability to execute based on the location where public meetings are held. The Cary Park District does not have a space dedicated to only Board and Committee

meetings. An evaluation of the return on these investments (number of viewers) is necessary and should be considered beyond only the idea more transparency is simply better.

Dated: _____ [INSERT DATE FINAL REPORT APPROVED BY EFFICIENCY COMMITTEE]

Signed: _____ [CHAIR'S SIGNATURE]

Appendix A

Decennial Committee of Local Government Efficiency

Agendas, Memos, and Meeting Minutes

Public Meeting Notice

Cary Park District
Decennial Committee on Local Government Efficiency
August 24, 2023
6:15 p.m.
Community Center
255 Briargate Road
Cary, Illinois



AGENDA

- I. Call to Order
- II. Roll Call, Pledge of Allegiance
- III. Matters from the Public, Committee Members or Staff
- IV. Approval of Minutes
 - A. None.
- V. Action Items
 - A. Consider – Committee Meeting Schedule.
- VI. Discussion Items
 - A. Orientation – Committee Purpose, Work and Outcome.
 - B. Review Draft Agency Report.
- VII. Post Meeting Survey
 - A. Input From Public Attendees
- VIII. Adjournment

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

Providing exceptional recreation, parks and open space opportunities.

Committee Memo

To: Decennial Committee on Local Government Efficiency
From: Dan Jones, Executive Director
Date: August 24, 2023



RE: First Meeting

Providing exceptional, recreation, parks and open space opportunities.

Action Item(s)

Committee Meeting Schedule

The Committee is required to meet no less than three times between its creation and delivery of the a final report no later than November 11, 2024.

The Committee should discuss and set a meeting schedule to accomplish its work. Staff would recommend the Committee set three dates between now and late October. Staff would recommend that the final date be scheduled no later than October 27, 2024, this would allow staff time to tweak the final report if necessary prior to its submission to the County Clerk no later than November 11, 2024. Lastly, the Committee may not need four meetings to complete its work and one may be canceled. When considering the number of meetings, do not forget to count this evenings meeting as 1 of the required minimum of 3.

Discussion Item(s)

Orientation

The Decennial Committees on Local Government Efficiency Act, 50 ILCS 70/1, et seq., requires units of local government that levy any tax to form a committee to study local government efficiencies and provide a report to the county board in which the unit of local government is located. Municipalities and counties are exempt from the Act.

Units of local government must form a committee within one year after the effective date. Because the Act took effect on June 10, 2022, each governmental unit must form its committee no later than June 10, 2023.

Each committee must include: (1) the elected or appointed members of the governing board of the governmental unit, (2) at least two residents of the governmental unit appointed by the board president and approved by the board, and (3) the chief executive officer or other officer of the governmental unit.

Each committee must: (1) study the governmental unit's governing statutes, ordinances, rules, procedures, powers, jurisdiction, shared services, intergovernmental agreements, and interrelationships with other governmental units and the State of Illinois, (2) collect data, research, and analysis as necessary to prepare a written report that includes recommendations with respect to increased accountability and efficiency, and (3) provide a written report to the administrative office of the county board of each county in which the governmental unit is located.

Each committee must provide a report to the administrative office of the county board of each county in which the governmental unit is located no later than eighteen months after the formation of the committee. Because the committee is being formed on May 11, 2023, the report would need to be provided to the county board no later than November 11, 2024.

Committee Memo

Each committee is considered a public body to which provisions of the Freedom of Information Act and the Open Meetings Act apply

The Committee is required to meet at least three times. The committee may, but is not required, to meet during the regularly scheduled meeting of the governmental unit if the following conditions are met: (1) separate notice is given in conformance with the Open Meetings Act, (2) the committee meeting is listed as part of the board of the governmental unit's regular meeting agenda, and (3) at least a majority of the members of the committee are present at the committee's meeting. However, because the committee's membership is not identical to the park board membership, the park board would want to adjourn or recess its regular meeting before convening a meeting of the committee if it chooses to meet on the same day as a regularly scheduled meeting.

Each meeting of the committee must be public and held in accordance with the Open Meetings Act. The committee must provide an opportunity for any person to be heard at each meeting for at least three minutes. At the conclusion of each meeting, the committee must conduct a survey of residents who attended the meeting and ask for input on matters discussed at the meeting. Although not a required method, a survey conducted by email to all residents who attended the meeting and provided a valid email address is one way to satisfy this survey requirement. Pursuant to the Open Meetings Act, all public bodies must keep written minutes of the meeting.

After the report is provided to the administrative office of the county board of each county in which the governmental unit is located, the committee will be dissolved until it is reestablished with newly appointed members in 10 years.

Draft Report

The Illinois Association of Park Districts (IAPD) has recommended using this matter as an opportunity to promote the "efficiency" and the good work done by Park Districts. There are no requirements for what a report is to include or the depth of the work that is necessary to complete. To fill this void, IAPD has provided a "draft" report that it would recommend its members use to develop a report to be submitted as representation of Park Districts. Staff would recommend following the guidance provided by IAPD and utilize the "draft" report and its many components for the Committee to complete its work on behalf of the Cary Park District.

Motion To Consider

Move to approve <DATE>, <DATE> and <DATE> as the meeting schedule of the Decennial Committee on Local Government Efficiency for the Cary Park District.

Cary Park District
Board of Commissioners
Decennial Committee of Local Government Efficiency
August 24, 2023
7:00 PM
Community Center
255 Briargate Rd.
Cary, Illinois

MINUTES

I. CALL TO ORDER

President Victor called the meeting to order at 6:15 PM.

II. ROLL CALL, PLEDGE OF ALLEGIANCE TO THE FLAG

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

Staff Present

Staff present: Sara Kelly, Deputy Director; Becky Horn, Administrative and Recreation Assistant.

Guests Present

Mike Linsner, Jenay DiOrio, Laura & Al Tuman

The Pledge of Allegiance was recited.

III. MATTERS FROM THE PUBLIC, COMMITTEE MEMBERS OR STAFF

There were no matters from the Public.

There were no matters from Committee Members.

There were no matters from Staff.

IV. APPROVAL OF MINUTES

None.

V. ACTION ITEMS

V.A. Consider – Committee Meeting Schedule

Jones asked to start with the discussion item Orientation – Committee Purpose, Work and Outcome first before the committee considers a meeting schedule.

VI. DISCUSSION ITEMS

VI.A. Orientation – Committee Purpose, Work and Outcome.

Jones started the discussion by giving an overview of the committee that was formed on May 11, 2023 by the Park District Board of Commissioners and the Local Government Efficiency Act, which requires units of local government that levy any tax to form a committee to study local government efficiencies and provide a report to the county board in which the unit of local government is located, except municipalities and counties which are exempt from the Act. He explained the committee must include the elected or appointed members of the governing board of the governmental unit, at least two residents of the governmental unit appointed by the board president and approved by the Board, and the chief executive officer or other officer of the governmental unit. Jones stated the purpose of the committee is to (1) study the governmental unit's governing statutes, ordinances, procedures, intergovernmental agreements, etc., (2) collect data, research, and analysis as necessary to provide a written report that includes recommendations with respect to increased accountability and efficiency, and (3) provide a written report no later than 18 months after the formation of the committee to the administrative office of the county board of each county in which the governmental unit is located. He further stated the committee is required to meet at least three times and must be a public meeting held in accordance with the Open Meetings Act. Jones explained at the conclusion of each meeting, the committee must conduct a survey of residents who attended the meeting and ask for input on matters discussed at the meeting. Victor asked the committee if there were any questions, hearing none, the committee moved forward with scheduling the next three meetings. The Committee agreed to schedule meetings at 6:15pm on February 22, 2024, June 27, 2024, and October 24, 2024.

Jones moved to approve February 22, 2024, June 27, 2024, and October 24, 2024 as the meeting schedule for the Decennial Committee on Local Government Efficiency for the Cary Park District. Second by Stanko.

Voice Call vote: Yes- 7. No- 0. Motion carried

VI.B. Review Draft Agency Report

Jones reviewed the agency report with the Committee, noting this is a rough draft and some brief information was populated to give the Committee an idea of what the report will look like.

Renner commented about adding the award for Excellence in Financial Reporting from the Government Finance Officers Association to the list of agency awards. Murphy asked if the Village of Cary waives any fees the Park District is responsible for, things such as permits, etc. Jones responded typically no, they don't waive fees. Stanko stated he had a few additions for the report to make note of:

1. Page 6, under Providing the Community More with Less – The Park District serves municipalities and a large portion of unincorporated McHenry County.
2. Page 10, under Partnerships or Other Interrelationships with Non-Profits – Add Cary Area Library and Rotary Club of Cary Grove.
3. Page 16-17, under Facilities – adding important information to certain locations listed to capture all aspects of each location. For example, identifying Sands Main Street Prairies as an IL Nature Preserve, Wallace Farm, etc.
4. Page 18, under Other Benefits – adding information about our bike trails connecting to other communities and destinations outside of our local communities. Information about our Parks and Open Spaces providing wildlife habitats and corridors.
5. Page 22, under Opportunities for Savings such as Energy Efficiency Projects – adding the ComEd Energy Efficiency Program and the propane conservation program.

Victor commented about adding the Cary Citizen Police Academy Alumni Association to the Partnerships or Other Interrelationships with Non-Profits section on page 6.

VII. Post Meeting Survey

Victor asked the public in attendance if they had any comments. Jenay DiOrio stated she felt the Park District lacks with public communication. She suggested the Park District provide hard copies of the meeting packet so the public attendees can follow along throughout the discussion and understand what is being reviewed by the Committee. She also suggested the Park District film their meetings and post online for community members to watch, just as the Village and School Board does.

Victor asked for any other comments, hearing none, Victor asked for a motion to adjourn.

Motion by Jones to adjourn. Second by Renner.

Voice vote: Yes – 7. No – None. Motion carried.

Meeting adjourned at 7:00 PM.



Daniel C. Jones, Secretary
Park District Board of Commissioners

Public Meeting Notice

Cary Park District
Decennial Committee on Local Government Efficiency
February 22, 2024
6:15 p.m.
Community Center
255 Briargate Road
Cary, Illinois



AGENDA

- I. Call to Order
- II. Roll Call, Pledge of Allegiance
- III. Matters from the Public, Committee Members or Staff
- IV. Approval of Minutes
 - A. August 24, 2023.
- V. Action Items
 - A. None.
- VI. Discussion Items
 - A. Review Draft Agency Report.
- VII. Post Meeting Survey
 - A. Input From Public Attendees.
- VIII. Adjournment

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

Providing exceptional recreation, parks and open space opportunities.

Committee Memo

To: Decennial Committee on Local Government Efficiency
From: Dan Jones, Executive Director
Date: February 22, 2024



RE: Second Meeting

Providing exceptional, recreation, parks and open space opportunities.

Action Item(s)

None. No action is required by the Committee during this meeting.

Discussion Item(s)

Draft Report

On August 24, 2023, an early draft of the Committee's report was shared with the Committee. Initial comments were made by Committee members on the content of the report, and those items were included in this draft. Since the first meeting a more comprehensive draft report has been developed further by staff and should be reviewed again by the Committee. Committee members should review the report both for what it includes (and tweaks or adjustments desired) and for what it does not include (that the Committee believes should be included).

During the survey of public present portion of the August 2023 agenda, a member of the public commented that the Park District should improve its public communication. The recommendation was to provide meetings packets for public viewing and video record Board meetings and share with the public. As a result of this feedback, the Park District began posting its meeting packets to its website for public viewing in October 2023.

Depending on how the Committee views and feels about the current state of the report, the Committee may wish to have discussion on canceling one of its remaining two meetings. By law the Committee is required to meet no less than three times. Future meeting dates approved by the Committee: June 27, 2024 and October 24, 2024. Staff anticipates that the next draft provided to the Committee can be marked Final Draft and considered for acceptance.

The staff memo from the first meeting in August, has been included in this meeting packet, as it provides the background, purpose and responsibilities for the Committee required by law.

Motion To Consider

None. This item is for Discussion Only.

Cary Park District
Board of Commissioners
Decennial Committee of Local Government Efficiency
February 22, 2024
7:00 PM
Community Center
255 Briargate Rd.
Cary, Illinois

MINUTES

I. CALL TO ORDER

Vice President Frangiamore called the meeting to order at 6:15 PM.

II. ROLL CALL, PLEDGE OF ALLEGIANCE TO THE FLAG

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

Staff Present

Staff present: Sara Kelly, Deputy Director; Becky Horn, Administrative and Recreation Assistant, Erica Hall, Superintendent of Recreation; David Raica, Director of Planning & Development; Vicki Krueger, Director of Finance & Administration.

Guests Present

None.

The Pledge of Allegiance was recited.

III. MATTERS FROM THE PUBLIC, COMMITTEE MEMBERS OR STAFF

There were no matters from the Public.

There were no matters from Committee Members.

There were no matters from Staff.

IV. APPROVAL OF MINUTES

The minutes from the August 24, 2023, meeting were presented for approval.

Stanko moved to approve the minutes as presented. Second by Barklow.

Voice vote: Yes – 7. No – None. Motion carried.

V. ACTION ITEMS

None.

VI. DISCUSSION ITEMS

VI.A. Review Draft Agency Report

Jones started the discussion by briefly recapping the previous meeting on August 24, 2023. He stated the comments/additions from Committee members at that meeting were included in this draft. Jones reminded the Committee they are required to meet no less than three times, therefore they can choose to cancel the fourth meeting scheduled on October 24, 2024 if they feel the report is complete at the June 27, 2024 meeting. Frangiamore opened the discussion up to Committee members.

Carasso stated she has no concerns with the information staff has provided in the report and has nothing to add at this time.

Stanko asked what the final report will consist of. Jones responded the final report will contain the report document, along with two Appendixes which will be a list of the Park District's Policies and Procedures, and the agendas, memos, and minutes from all the Committee meetings. He stated the next report at the June 27, 2024 meeting will look like the final document. Stanko agreed it is important to include the minutes from each Committee meeting. Stanko directed attention to page 19 under Other Benefits. He requested additional information be added in regard to the bike trail on Route 31, connecting to the regional bike trail system, which he explained is a very important piece of information to include. Stanko also requested on page 22, under item "e.," there be additional language added to be clearer on why the Local Government Efficiency report is not efficient, especially if all forms of local government are not required to complete. Jones responded staff will work on adding the additional information to both sections as requested.

Barklow stated the draft report looked great. He requested numbers and percentages are added and used wherever possible. Jones responded there are areas in the report those things have been added and will continue to evaluate if there are other areas to add additional information.

Murphy walked through a list of items he wanted to point out and address.

- Page 10 – under item 4 – include the participant total for Cary Grove Youth Lacrosse
- Page 11 – under Youth Employment – changing “youth” to “youths”. Carasso suggested restructuring the sentence and eliminate the amount of time “youth” is mentioned.
- Page 11 – Under the Cary Park Foundation – add the Foundation is a 501C3 and the Foundation's slogan. Jones added the year the Foundation was incorporated can also be included in that paragraph.
- Page 12 – last paragraph – questioned why “non-tax sources” is bolded.
- Page 13 – first bullet point - capitalize “Board of Commissioners”.
- Page 14 – first sentence – break up the sentence, maybe add a “.”
- Page 18 – under Facilities – add “approximately” before the numbers provided.
- Page 18 – under Facilities – add the Kitchen to the Community Center, add the Maintenance Garage/ Storage buildings as facilities. Also, include information about the Community Gardens and the donation to the food pantry. Stanko added to include information about the Community Gardens being a co-op extension of U of I.
- Page 18 – under Programs – include language that states programs change seasonally.
- Page 19 – second to last sentence under Other Benefits – be more specific in the sentence about reducing juvenile crime.
- Staying consistent overall with the word “state”, capitalized or lowercase.

Renner asked for confirmation that the amount of money donated under the Cary Park Foundation was correct. Jones confirmed yes, it was the correct amount. Renner expressed his concerns overall with Prevailing Wage and the request to record Board Meetings as a way to be more transparent.

Frangiamore stated the report looked good. He felt completing this report is an overall good exercise to review what the Park District does. Frangiamore thanked the Committee for all their feedback. Jones stated staff will make adjustments based on the discussion and present a potential final report at the meeting in June.

VII. POST MEETING SURVEY

VII.A. Input from Public Attendees

No public present.

Frangiamore asked for any other comments, hearing none, he asked for a motion to adjourn.

Motion by Renner to adjourn. Second by Stanko.

Voice vote: Yes – 7. No – None. Motion carried.

Meeting adjourned at 6:55 PM.



Daniel C. Jones, Secretary
Park District Board of Commissioners

Public Meeting Notice

Cary Park District
Decennial Committee on Local Government Efficiency
June 27, 2024
6:15 p.m.
Community Center
255 Briargate Road
Cary, Illinois



AGENDA

- I. Call to Order
- II. Roll Call, Pledge of Allegiance
- III. Matters from the Public, Committee Members or Staff
- IV. Approval of Minutes
 - A. February 22, 2024.
- V. Action Items
 - A. Consider – Efficiency Report for the Cary Park District.
 - B. Consider – Cancel Meeting Scheduled for October 24, 2024.
- VI. Discussion Items
 - A. None.
- VII. Post Meeting Survey
 - A. Input From Public Attendees.
- VIII. Adjournment

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Providing exceptional recreation, parks and open space opportunities.

Committee Memo

To: Decennial Committee on Local Government Efficiency
From: Dan Jones, Executive Director
Date: June 27, 2024



RE: Third Meeting

Providing exceptional, recreation, parks and open space opportunities.

Action Item(s)

The Committee should consider approving the final report and directing staff to file it with the McHenry County Clerk.

The Committee should consider canceling the meeting previously approved for October 24, 2024.

Other Information

By law the Committee is required to meet no less than three times. The June 27, 2024 meets the requirement. Future meeting dates approved by the Committee: October 24, 2024.

Motion To Consider

Move to approve the Efficiency Report for the Cary Park District and direct staff to file the report with the Clerk of McHenry County no later than November 1, 2024.

Move to cancel the approved meeting date of October 24, 2024.

Appendix B

Cary Park District Policies and Procedures



CARY PARK DISTRICT

Employee Resource Center



Policies & Procedures – Section 1 – Board of Commissioners

[1-001.r4 Development of Policies](#)

[1-001, Attachment A Policy Template](#)

[1-002.r1 Development of Operating Procedures](#)

[1-002-D-01.r1 Procedure on Procedure-Writing](#)

[1-002-D-02.r1 Procedure Manual Distribution](#)

[1-003 Designation, Application and Legal Status of Policy Manual and By-Laws](#)

[1-003a.r1 Statutory Authority](#)

[1-004.r1 Board of Commissioners, Chain of Command](#)

[1-005.r8 Board Meeting Structure](#)

[1-005, Attachment A.r1 Example Board Meeting Public Notice](#)

[1-005, Attachment B.r1 Example Committee Meeting Public Notice](#)

[1-005, Attachment C Example Public Hearing Notice](#)

[1-005- , Attachment D.r1 Example Annual Meeting Notice](#)

[1-005a.r2 Regular Meeting Location, Schedule, and Time](#)

[1-005b.r2 Special Meetings](#)

[1-005c Rescheduled or Continued Meetings](#)

[1-005d.r3 Matters from the Public During Meetings](#)

[1-005e.r4 Board Meeting-Voting](#)

1-005f.r2 Board Meeting – Closed Session

1-005g.r4 Use of a Consent Agenda – Omnibus Vote

1-005i.r1 Board Meeting-Closed Session-Recording of Minutes

1-005j.r4 Remote Attendance at Board Committee Meetings

1-006.r4 Board Member Installation

1-007.r2 Primary Functions and Responsibilities of the Board of Commissioners

1-007a.r4 Responsibilities of Board President

1-007b.r1 Vice-President Responsibilities

1-007c Board Secretary Responsibilities

1-007d.r2 Board Treasurer Responsibilities

1-009.r2 Board Member Development

1-010.r3 Board Member Business Related Expenses

1-010.r3, Attachment A Expense Report

1-010a.r2 Commissioner Use and Review of Parks and Recreation Programs, Facilities and Services

1-011 Board Member Requests for Information

1-012.r3 Regular Board, Special and COW Meeting Packet Distribution

1-013.r3 Prospective Candidate Information

1-014.r1 NISRA Board of Directors Representative

1-015.r2 Formation of Citizen Advisory Committee, Citizen Advisory Task Forces, and Citizen Advisory Special Committees

1-015-D-01.r1 Advisory Committee By-laws

1-016.r2 Election of Officers

1-017.r1 Appointment of Legal Counsel, Board Secretary, Treasurer, and Executive Director

1-018.r4 Policy Manual Availability and Distribution

1-018-D-01.r2 Board Policy Manual Assignments and Dist Updates

1-019.r1 Intergovernmental, Civic or Community Group Liaisons

1-020, Attachment Ord 99-00-15, Board of commissioners Board Meeting Req for Declaring an Office Vacant

1-020.r2 Board Member Office Vacancy

1-023.r2 Recognition-Commissioner Service

1-103, Attachment A.r5 Mission Statement

1-103, Attachment B.r5 Vision

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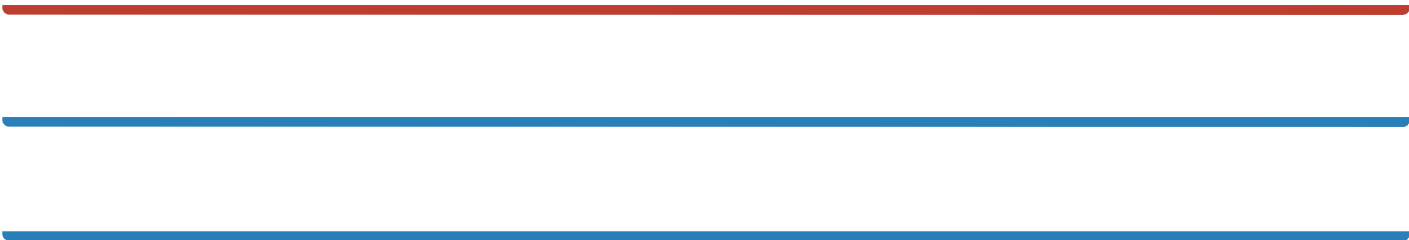
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