

Cary Park District Board of Commissioners

Committee of the Whole Meeting

December 12, 2024, 7:00pm

Community Center, 255 Briargate Rd. Cary, IL

Matters From the Public During Meetings – Board Policy 1-005d

1. The Board will hold Matters from the Public as part of any public open meeting.
2. Individuals interested in making comment will be asked to provide their name and asked to provide their address and/or their city/village of residence at the time they are recognized to comment during a public meeting. An individual who declines to provide their name, address or city/village of residence shall be allowed to comment.
3. Each individual indicating their interest to participate in Matters from the Public will be allowed up to five minutes to complete their comments. The Board may reduce this time limit if the need is so determined by majority vote of those present. The maximum amount of time that the Board will hear matters from the public at a meeting is thirty (30) minutes at a meeting. If members of the public are unable to comment due to time constraints, they should be encouraged to submit written comments or to attend another meeting when they may address the Board.
4. Individuals who have specific questions, or are interested in particular aspects of the District's operations or projects which may not appear on the published agenda should be encouraged to contact the Executive Director to review their questions or specific information.
5. The Matters from the Public portion of the agenda is for public comment only. It is improper for the Board to comment or respond to comments made during Matters from the Public.
6. The Board can temporarily modify or suspend these guidelines during a meeting if so determined by a majority vote of those present.

Regular, Special and Committee of the Whole Meetings

Regular and Special Board Meetings -- The Board may take final action on any matter posted to the Consent or Action Items portions of the agenda in a Regular or Special Board Meeting. Items posted under Discussion Items may not have final action considered.

Committee of the Whole Meetings – The Committee of the Whole is a recommending body only and no final action may be taken on any agenda item at a Committee of the Whole Meeting. Matters discussed and recommended during a Committee of the Whole Meeting are considered “draft(s)” until included on an agenda at a Regular or Special Board Meeting for final action.

Public Meeting Notice

Cary Park District
Board of Commissioners
Committee of the Whole
December 12, 2024
7:00 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, Commissioners and Staff
- IV. Approval of Minutes
 - A. November 14, 2024.
- V. Directions Items
 - A. For Direction to the Board for Consideration
 1. Alden Cary Horizon Development – Utility Easement Request.
 2. Ordinance O-2024-25-08, Annual Levy for the Year 2024.
- VI. Discussion Items
 - A. For Discussion/Information Only
 1. FY2025-26 Budget Calendar.
- VII. 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
Committee of the Whole Meeting
November 14, 2024
7:00 PM
Community Center
255 Briargate Road
Cary, IL

Minutes

Board Members Present: Carasso, Stanko, Victor, Renner, Frangiamore.

Staff Present: Jones, Kelly, Horn, Hall, Krueger, Mach, Hughes, Raica.

Guests Present: None.

Public Present: Laura Tuman, Al Tuman, Jenay DiOrio, Richard Stasewich.

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

Frangiamore asked if there were any Matters from the Public, Commissioners, and Staff.

Under Matters from the Public, Jenay DiOrio thanked the Board for putting the Park Signage discussion on the agenda this evening. DiOrio stated she read through the packet and noticed the potential locations listed for a sign at Community Center Park. DiOrio further stated the option of a sign at the corner of Wulff Street and Tiger Trail would be the best option. DiOrio felt people would see it is a park and not unused land. DiOrio shared the idea of either holding a contest to name the park or putting a survey out to community members in that neighborhood.

Under Matters from Commissioners, Victor shared she attended the IAPD Best of the Best Awards and that it was a very nice event. Victor stated she is very proud of the intergovernmental agreements the Park District has with various groups in the community, especially the Cary Area Public Library.

Under Matters from Staff, none.

The minutes from the October 17, 2024, COW meeting was presented for approval.

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

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

The first Direction Item was Illinois Association of Park Districts 2025 Conference Credentials. Jones stated per the association by-laws, the Park District must submit a completed Credentials Certificate to be a participant at the annual meeting for the Illinois Association of Park Districts. He further stated the annual meeting is scheduled for January 25, 2024, at 3:30pm in person at the conference location, Hyatt

Regency Chicago. Victor stated that she is a sitting board member of IAPD and would be attending the meeting. After discussion, the Board agreed to the following designations: Delegate – Victor; 1st Alternate – Frangiamore; 2nd Alternate – Carasso; 3rd Alternate – Renner

Carasso moved to recommend Board of Commissioners approval of the 2025 IAPD Credentials Certificate and the designation of delegates as follows: Delegate – Victor; 1st Alternate – Frangiamore; 2nd Alt. – Carasso; 3rd Alt. – Renner. Second by Renner.

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

The second Direction Items was Ordinance O-2024-25-07, Authorizing the Sale or Conveyance of Personal Property Belonging to the Cary Park District. Mach stated the Board approves disposal of personal property belonging to the Park District for equipment that was valued at \$500 or greater at the time of purchase. Mach stated the 2016 Ford F-350 listed was previously placed on disposal ordinance O-2021-22-09 to be replaced by a new vehicle, however it has not due to lack of available vehicles from approved vendors. Mach further stated the Park District has received an opportunity to trade in the vehicle listed to the dealership it will be purchasing the new vehicle from. Mach noted the minimum disposal price listed on the previous ordinance is higher than the trade in value, therefore, the vehicle is being re-listed at a lower minimum bid amount.

Renner moved to recommend Board of Commissioners approval of Ordinance O-2024-25-07, An Ordinance Authorizing the Sale or Conveyance of Personal Property belonging to the Cary Park District. Second by Carasso.

Stanko asked why the vehicle will be listed at \$8,500 for the minimum bid rather than the trade in value price of \$8,700. Mach responded the vehicle will be listed at a lower amount in case something changes, and the vehicle needs to be reconsidered for appropriate disposal method.

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

The third Direction Item was Purchase Price Change, 2024 Ford F-350 Super Duty DRW XL 4WD Crew Cab Truck with Dump Body. Mach stated the current F-350 Dump Truck was received in November 2015, had a replacement timeline of 7 years, and is currently in 9+ years of service. Mach shared staff has been attempting to replace this truck for several years and received Board approval for the purchase of a truck in November 2022 through National Auto Fleet Group, and a change in the model year and price increase in September 2023, but the truck remains in the production queue at this time. Mach stated staff has continued to research other options to purchase a 2024 F-350 truck and found a truck that meets the department's needs through Morrow Brothers Ford, Inc. for a price of \$84,373.00, along with a trade in offer of \$8,700 for the 2016 Ford F-350.

Victor moved to recommend Board of Commissioners approval for a \$3,387.52 increase to the original purchase price for the 2024 Ford F-350 DRW XL 4WD Crew Cab with Dump Body and plow through Morrow Brothers Ford, Inc. in Greenfield, IL resulting in a new purchase price of \$84,373.00. Second by Stanko.

Carasso asked if the new truck will come with the propane conversion kit. Mach responded it will need to be sent out for conversion. Frangiamore asked why is it so difficult to get this truck after 2 years? Mach replied National Auto Fleet Group has been having many issues providing trucks for many agencies.

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

The fourth Direction Item was 2024 Tax Levy Request. Krueger stated the purpose of tonight's discussion is for staff to present the proposed 2024 levy request and for the Board of Commissioners to establish the annual levy ordinance. Krueger further stated the Board must approve the levy ordinance before the last Tuesday of the calendar year and must provide an estimate as to the amount of the levy at least 20 days prior to the adoption of the levy. Krueger reminded the Board at the August Committee of the Whole meeting, the direction given to staff when structuring the 2024 levy request was to capture the increase due to CPI plus any new growth that may have occurred within the Park District. Krueger walked the Board through Attachment A which included the 2023 Tax Extension, Assessor's Estimated EAV Report, Legal Maximums by Fund and the proposed levy detail for 2024. Krueger added the Park District's attorney has reviewed the information and is comfortable with the proposed levy request.

Renner asked why the Liability Insurance amount seems lower compared to previous years. Krueger responded this is due to staffing and the expenditure charged to this area being significantly under budget.

Carasso moved to recommend the President of the Board of Commissioners announce at the November 21, 2024, Board Meeting that the Park District estimates its 2024 Tax Levy will not exceed 105% of the previous year's tax extension. Second by Victor.

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

The fifth through seventh Direction Items were Ordinance O-2024-25-04, Abatement of Tax Levy for the Year 2024 to Pay Debt Service on General Obligation Park Bonds (Alternate Revenue Source), Series 2018A, Ordinance O-2024-25-05, Abatement of Tax Levy for the Year 2024 to Pay Debt Service on General Obligation Park Bonds (Alternate Revenue Source), Series 2020A, Ordinance O-2024-25-06, Abatement of Tax Levy for the Year 2024 to Pay Debt Service on General Obligation Park Bonds (Alternate Revenue Source), Series 2021A. Krueger stated each year the County Clerk automatically levies a Bond & Interest Fund tax to provide for the annual debt service on any outstanding general obligation bonds. Krueger added since General Obligation Bonds (alternate revenue) pledge other sources of revenue for debt service, the backup levy by the County Clerk for debt service on these bonds needs to be abated to avoid double taxation.

Stanko moved to recommend Board of Commissioners approval of Ordinances O-2024-25-04, O-2024-25-05, and O-2024-25-06 Abatement of Tax Levy for the Year 2024 to Pay Debt Service on General Obligation Park Bonds (Alternate Revenue Source), Series 2018A, 2020A and 2021A. Second by Victor.

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

The first Discussion Item was Parks and/or Properties Name/Identification Signage. Jones stated the Board of Commissioners directed a discussion of signage related to Community Center Park to be placed on the agenda of its May 9, 2024, Committee of the Whole meeting. Jones further stated that after that discussion the Board of Commissioners included a work initiative for staff in FY2024-25 related to name/identification signage in all parks for the Executive Director to complete on this matter.

Jones provided background information on Policy 5-009a, Park Identification/Name Signs which was developed in the early 2000's to provide direction to in two primary areas, 1) replacement of old sign types and 2) signage related to new subdivision development or property development or property acquisitions. Jones added properties today not signed, more than likely did not have an old sign type, or were not acquired since policy approval, or have not been developed since policy approval. Jones stated out of the forty-two properties/parks owned and maintained by the Park District, staff has identified ten properties/parks that presently have no name/identification signage.

Raica and Jones walked the Board through each of the ten properties, noting what each property is classified as and used visuals to assist the Board to understand the location and look of each property. At the end of the presentation, Raica and Jones reviewed the staff recommendations for each of the ten properties which included adding signage to Community Center Park and Kaper Park, and no signage be added to the remaining eight properties.

Frangiamore started the discussion by stating to the Board that tonight's discussion is about the types of identification/name signs of parks and/or properties and placement of signage on parks/properties without signage.

Carasso thanked staff for collecting and providing the Board in-depth information. Carasso stated she is in favor of budgeting for signage at the two properties staff recommended. Carasso added she agreed that a sign at the corner of Wulff Street and Tiger Trail would be the most appropriate location. Carasso suggested staff and the Board consider adding more signage out on the trails as well.

Renner stated he is in favor of placing a sign out at the corner of Wulff Street and Tiger Trail for Community Center Park. Renner suggested the Board move forward with direction for staff to budget and install this sign since the community has voiced this request many times now. Renner agreed with Carasso regarding additional signage out on the trails. Renner stated adding these additional signs would help distinguish Park District trails from Village of Cary trails. Renner stated some of the smaller areas mentioned in the presentation may be considered as part of the Comprehensive Master Plan (CMP) update presently underway.

Stanko distributed to each Board member excerpts from a book and then recited the passages aloud. Stanko stated the Board does a great job at meeting the principles listed in the book but doesn't always succeed. Stanko further stated it seems uncollaborative to discuss the type of sign at a park when there is no agreement for what the space should be named. Stanko asked why Water Tower Prairie Park is listed as "special use"? Jones responded it is the classification for the property from National Recreation and Park Association (NRPA) park classifications agreed to by the Board as part of CMP 2016 Update. Stanko responded that he did not agree with the property being listed as "special use". Stanko stated Community Center Park does not need be named "Community Center Park" and that the Board should be looking a larger context related to this property that he believes needs to be addressed. Stanko then

stopped his remarks and addressed other Board members who he felt were interrupting his opportunity to speak. Stanko commented that Roberts Rule of Order states that discussion cannot be limited. Frangiamore asked Stanko to continue with his remarks. Stanko stated he had brought up renaming Sands Main Street Prairie in the past and nothing came of it. Stanko stated he is in favor of sign at Community Center Park but does not see the value in putting in a sign with a name he does not feel is the appropriate name. Carasso reminded Stanko the Board has a policy in place for the naming and renaming of park sites and added this discussion is not about that.

Victor agreed with the staff recommendations. Victor shared she likes the idea of giving the community involvement in naming/renaming Community Cener Park and agreed with the sign location mentioned by others. Victor agreed that many of the properties reviewed this evening can be considered during the CMP process underway. Victor added that the detention spaces are appropriate places for a sign and agrees with adding a sign at Kaper Park.

Frangiamore stated his goal of this work initiative for staff was to identify park land and properties and how they are identified (or not identified) as belonging to the Cary Park District. Frangiamore agreed with the recommendation to put a sign at Community Center Park and Kaper Park. Frangiamore stated this discussion was very broad and could be included in the CMP process to look at naming, renaming or consolidation of names. Frangiamore added it has been a while since the sign policy was last updated.

Frangiamore stated the meeting is at a point where the Board needs to make a motion or decision. Victor stated it wouldn't hurt to ask the community if they would like to see a sign at some of the properties without signage such as Deveron Circle. Renner stated the Board is having this discussion for a reason and that reason is a group of residents has requested a sign be placed at Community Center Park. Renner stated he does not want to wait until the CMP is complete to put a sign at Community Center Park. Renner further stated if the consensus of the Board is to add a sign at Community Center Park, then the Board should give staff directions to do so. Carasso agreed with Renner but stated if the Board wants to involve the community, then that is not the best course of action right now. Stanko agreed with Renner and added the Board needs to consider trail names as well. Stanko recommended the Board review the signage and name policies further and make sure the Board is not in violation of its own policy with parcels that are unnamed, should not be named, etc. Victor agreed with moving forward with a sign at Community Center Park and involving the community. Renner reminded the Board that moving forward with a sign at Community Center Park tonight is strictly for giving staff direction to budget for the sign, not the renaming of the park.

Jones asked the Board for clarification on the consensus agreement of the Board and reminded the Board that there exists policy in place for the naming and renaming of parks and properties. Jones noted that this policy was not provided for discussion this evening as the discussion directed to occur by the Board was on park signage. Jones stated the policy on naming and renaming parks and properties does not identify specifically opening the naming or renaming of properties to residents and that the policy notes a method for site naming. Jones noted he does not remember a time where a park site was renamed, other than to remove a qualifier from it, such as "south". Jones added the CMP will produce direction to be followed up in more detail, and that a CMP process is not nuanced at the level being discussed by the Board in some instances this evening.

Victor and Frangiamore recommended the Board review both the park name/rename and park signage policies and have further discussion at a future meeting. The Board agreed to review the policies, table the discussion until February (2025) and directed staff to place these items on the Committee of the Whole meeting agenda.

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

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

Meeting adjourned at 9:00 PM.



Daniel C. Jones, Secretary
Park District Board of Commissioners

Committee Memo

To: Committee of the Whole
From: Dan Jones, Executive Director
David Raica, Director of Planning/Development
Date: December 12, 2024



RE: Alden Cary Horizon – Utility Easement Request

Providing exceptional, recreation, parks and open space opportunities.

Introduction

The Board of Commissioners approves all permanent easements upon Park District parks and properties.

Background

Alden Foundation, is planning to develop the vacant property located on the southwest corner of Cary-Algonquin Road and Harper Avenue for a forty-five (45) unit senior housing development commonly known as the Cary Horizon Senior Living Community.

In October 2024 developer representatives as well as representatives of the Village of Cary, met with staff about the project and the potential need for a utility easement across Hoffman Park. The utility pole expected but not confirmed yet to be the source of power for the project is in the right of way of Cary-Algonquin Road adjacent Hoffman Park. The shortest route from this pole to the proposed transformer located in the Cary Horizon development would cross Hoffman Park (see diagram). Other routes are being evaluated however the Village of Cary expects future utility work in the right of way of Cary-Algonquin Road (water main), therefore placing the power utility in this same right of way is not desirable, based on space and future needs.

The letter included in the meeting packet outlines the request. The owner's representative will be in attendance to present the request to the Board of Commissioners. At this time, the owner does not know for certain the location of the power supply from ComEd, therefore the discussion and feedback desired this evening from the Board is advisory in nature.

Over time, the Board of Commissioners have not favored permanent easements across or upon park properties. On occasion when an easement was granted for a developer or public utility a fee in exchange for easement was typically required.

Staff Recommendation

Staff have reviewed the request of the owner in the field. Staff has considered the current and future impact of the proposed easement on Hoffman Park. Staff find any concerns to be minimal.

Motion To Consider

None. Should the Board wish to provide direction to staff or formalize its position for the owner a motion to address either may be crafted during the meeting.



November 4, 2024

Mr. Dan Jones
Cary Park District
255 Briargate Road
Cary, IL 60013

RE: Alden Cary Horizon Affordable Senior Living Apartments
Alden Cary Horizon Limited Partnership (Owner)
340 S Cary-Algonquin Road
Cary Park District - Utility Easement Request

Mr. Jones,

Pursuant to our meeting on October 18th, 2024 and on behalf of the Owner, this letter will serve as the their official request for the following in the event the power feed for ComEd initiates from the existing power pole located near the 'called' SE corner of the site to the transformer of the future building:

The Owner requests that the Cary Park District grant a 10-foot-wide Utility Easement to transverse their property in line with the power pole to the final location of the new transformer. It will be our intent to directional bore the ComEd primary service raceway under the Park District property to avoid any unnecessary disruption to the existing vegetation and asphalt path. The back up option would be to cut an open trench for the installation of the service mains.

In either case above, the Owner would be responsible for any/all restoration of the Cary Park District property (landscape and hardscape) for the initial installation and any/all remediation work that would arise from any future Utility work being required in said easement.

We understand there are more details and information that will need to be discussed and coordinated. Please let us know if you have any questions or concerns that we can address at this time.

Respectfully submitted,
ADG|design

A handwritten signature in black ink, appearing to read 'Michael J Bailey', written over a white background.

Michael J Bailey ALA, NCARB
President

cc. Emmanuel Kinard - Executive Director of the Alden Foundation

Committee Memo

To: Committee of the Whole
From: Dan Jones, Executive Director
Vicki Krueger, Director of Finance and Administration
Date: December 12, 2024



RE: Ordinance O-2024-25-08, Annual Levy For The Year 2024

Providing exceptional recreation, parks and open space opportunities.

Introduction

The Board of Commissioners is required by law to pass and file an annual levy ordinance no later than the last Tuesday in December each year.

Background

At least 20 days prior to adoption of the levy ordinance, the Park District must estimate its annual levy and determine if the funds to be raised exceed 105% of the amount extended the previous year. At the November Board meeting of the Board, the President announced that the Board of Commissioner levy estimate for 2024 will not exceed 105% of the previous year's tax extension.

Staff are presenting Ordinance O-2024-25-08, Annual Levy Ordinance for the Year 2024 to request property taxes to be collected for park and recreation purposes, for recommendation. The levy request has been prepared based on Board of Commissioners discussion in July and November.

Based on the prepared tax levy ordinance presented, the Park District will not exceed the prior year's tax extension by more than 5% and therefore is not required to publish notice or hold a public hearing on the tax levy.

In March/April 2025, the Park District will receive its tax extension from the County Clerk for review based on the levy request.

The Park District will have complied with all legal requirements to pass the annual Levy Ordinance. As part of the filing with the County Clerk, the Park District is required to certify it is in compliance with the provisions of the *Truth and Taxation Law*. That certification will state that the Park District's aggregate levy did not exceed a 5% increase over the prior year's extension and therefore, a notice and hearing were not necessary, fully in compliance with the *Truth and Taxation Law*.

Staff Recommendation

Staff recommends the Committee recommend the Levy Ordinance for the Year 2024 as presented.

Motion to Consider

Move to recommend Ordinance O-2024-25-08, Annual Levy Ordinance for the Year 2024 to the Board of Commissioners for approval.

Cary Park District
ORDINANCE O-2024-25-08

ANNUAL LEVY ORDINANCE FOR THE YEAR 2024

BE IT ORDAINED by the Board of Park Commissioners of the Cary Park District, McHenry County, Illinois, as follows:

Pursuant to authority vested in them by the Illinois Park District Code, Article Five, the Commissioners of the Cary Park District Board in meeting assembled do hereby find and declare that there will be required to be raised by general taxation the amounts hereinafter set forth to be levied upon all the taxable property in said Cary Park District, in order to meet and defray all the necessary expenses and liabilities of the Cary Park District as required by statute or voted by people for uses and purposes as follows, to wit:

| | <u>LEVY</u> |
|-----------------------------------------------------------------------------------------------------------------------------------------|----------------|
| I. CORPORATE FUND Total Corporate Fund Said amounts are hereby levied as the General Corporate Fund Tax. | \$3,050,990.00 |
| II. RECREATION FUND Total Recreation Fund Said amounts are hereby levied as the Recreation Fund Tax. | \$1,221,311.00 |
| III. LIABILITY INSURANCE FUND Total Liability Insurance Fund Said amounts are hereby levied as the Liability Insurance Fund Tax. | \$ 31,000.00 |
| IV. AUDIT FUND Total Audit Fund Said amounts are hereby levied as the Audit Fund Tax. | \$ 14,000.00 |
| V. PAVING AND LIGHTING FUND Total Paving and Lighting Fund Said amounts are hereby levied as the Paving and Lighting Fund Tax. | \$ 0.00 |
| VI. SPECIAL RECREATION FUND Total Special Recreation Fund Said amounts are hereby levied as the Special Recreation Fund Tax. | \$ 348,685.00 |
| VII. I.M.R.F. FUND Total I.M.R.F. Fund Said amounts are hereby levied as the I.M.R.F. Fund Tax. | \$ 155,000.00 |
| VIII. SOCIAL SECURITY TAX FUND Total Social Security Tax Fund Said amounts are hereby levied as the Social Security Tax Fund Tax. | \$ 290,000.00 |

The following are the total taxes to be levied for:

| | | |
|-------|--------------------------|-------------------|
| I. | Corporate Fund | \$3,050,990.00 |
| II. | Recreation Fund | 1,221,311.00 |
| III. | Liability Insurance Fund | 31,000.00 |
| IV. | Audit Fund | 14,000.00 |
| V. | Paving and Lighting Fund | 0.00 |
| VI. | Special Recreation Fund | 348,685.00 |
| VII. | I.M.R.F. Fund | 155,000.00 |
| VIII. | Social Security Tax Fund | <u>290,000.00</u> |
| | TOTAL TAXES LEVIED | \$5,110,986.00 |

Making the aggregate sum of five million, one hundred ten thousand, nine hundred eighty six dollars and zero cents (\$5,110,986.00) to be raised by taxation and levy on all the taxable property in said Cary Park District, for the year 2024, in order to meet and defray all the necessary expenses and liabilities of the Cary Park District as required by statute or voted by the people in accordance with the law.

That the Secretary of the Board of Park Commissioners of the Cary Park District shall file with the County Clerk of McHenry County of the State of Illinois, a certified copy of this Ordinance and a Certificate of Compliance with the Truth in Taxation Act no later than the last Tuesday of December 2024.

This Ordinance shall be in full force and effect from and after its passage.

Passed this nineteenth day of December 2024, pursuant to a roll-call vote as follows:

AYES: _____

NAYS: _____

NOT VOTING: _____

Keith Frangiamore, President
Board of Commissioners

ATTEST:

Daniel C. Jones, Secretary,
Board of Commissioners

(Seal)

**Cary Park District
FY2025-2026 Budget Calendar**

| | |
|-------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| December 12, 2024 | Budget calendar reviewed by the Committee of the Whole. |
| December 19, 2024 | Budget calendar provided to the Board. |
| NLT (1) January 3, 2025 | MSI Budget Module ready for use by department heads and supervisors to enter <i>2025-2026 Target Budget</i> |
| February 13, 2025 | Committee of the Whole reviews any Board-proposed expenses or preliminary budget items (if necessary). |
| February 18, 2025 | Department heads and supervisors complete work on <i>Target Budget</i> in MSI Budget Module. |
| February 27, 2025 | Board reviews any Board-proposed expenses (if necessary). |
| March 13, 2025 | Committee of the Whole reviews draft budget items of interest. |
| April 11, 2025 | Commissioners receive <i>Proposed Budget and Ordinance Adopting the Combined Annual Budget and Appropriation of Funds for the Cary Park District</i> by end of day. |
| April 17, 2025 | Board meets to review <i>Proposed Budget and Ordinance Adopting the Combined Annual Budget and Appropriation of Funds for the Cary Park District</i> . (Special Meeting) Request tentative approval. |
| NLT (1) April 21, 2025 | <i>Tentative Budget</i> placed on display by end of day. |
| NLT (1) May 14, 2025 | Publish notice of public hearing on <i>Budget & Appropriation Ordinance</i> . |
| NLT (1) May 15, 2025 | Post the total compensation package on the website for employees that have a total compensation package equal to or in excess of \$150,000 per year. |
| May 22, 2025 | Public hearing on <i>Budget & Appropriation Ordinance</i> . Adoption of <i>Budget & Appropriation Ordinance</i> following hearing. |
| NLT (1) May 30, 2025 | Post the total compensation package on the website for employees with a total compensation package that exceeds \$75,000 per year. |
| NLT (1) June 20, 2025 | Certified copy of <i>Budget & Appropriation Ordinance</i> filed with County Clerk. |

(1) *NLT* stands for no later than

Legal Requirements:

- *Budget & Appropriation Ordinance* must be passed before or within the first quarter of the fiscal year.
- The *Tentative Budget & Appropriation Ordinance* must be available for public inspection for at least 30 days prior to final action.
- The Board must hold a public hearing on the *Ordinance* before final action. This hearing may take place at a separate meeting prior to the Board's regular meeting at which the *Ordinance* is approved.
- Notice of the public hearing must be given in a newspaper at least one week before the time of the hearing.

- A certified copy of the *Budget and Appropriation Ordinance* must be filed with the County Clerk within 30 days after the ordinance has been adopted.
- Within 6 business days after an employer participating in the Illinois Municipal Retirement Fund approves a budget, the employer must post on its website the total compensation package for each employee having a total compensation package that exceeds \$75,000 per year.
- At least 6 days before an employer participating in the Illinois Municipal Retirement Fund approves an employee's total compensation package that is equal to or in excess of \$150,000 per year, the employer must post on its website the total compensation package for that employee.