

**VILLAGE OF CARPENTERSVILLE
PARKS COMMISSION
MEETING AGENDA**

Meeting Date: April 11, 2016
Meeting Time: 6:30pm
Meeting Location: Carpentersville Public Works Facility
1075 Tamarac Drive
Carpentersville, IL 60110

1. **CALL TO ORDER**
2. **ROLL CALL FOR ATTENDANCE**
3. **APPOVAL OF MARCH 24, 2016 MINUTES (attached)**
4. **ARBOR DAY CELEBRATION APRIL 29TH 9:00AM CARPENTER PARK**
 - **DISCUSSION & PLANNING (Member Cwynar)**
 - **Bags**
 - **Coloring Books**
 - **Members to select contest page**
 - **Saplings**
 - **Toys**
 - **Tee Shirts**
 - **Tree – Member Tiliks**
5. **KEITH ANDRES CLEANUP:**
 - **Saturday April 16th 9:00am, Austin Entrance**
6. **MOVIES IN THE PARK**

		Name of Movie	Rating	Approved	Apposed
June	3 rd	Inside Out	PG		
July	8 th	Minions	PG		
July	29 th	Star Wars	PG-13		
August	26 th	Zootopia	PG		

If not seen Members are encouraged to read movie review prior to approval

<http://www.pluggedin.com/movie-reviews/>

7. **KEITH ANDRES WALK (schedule date)**
8. **COMMISSION MEMBER REPORTS**
9. **NEXT MEETING DATE (May 9, 2016)**
10. **ADJOURNMENT**

The Village of Carpentersville, in compliance with the Americans with Disabilities Act (ADA), requests that persons with disabilities, requiring accommodations to allow observance of and/or participation in this meeting or who have questions about the accessibility of the meeting facilities, contact Bob Cole, Director of Public Works at 224 293 – 1600 24 hours before the meeting date.

VILLAGE OF CARPENTERSVILLE
PARKS COMMISSION MEETING
MINUTES OF 3/14/2016

I Call to Order

The meeting was called to order by Trustee Schultz at 6:30 p.m.

II Roll Call for Attendance

Present were Commission Members Schultz, Lakkureddi, Tiliks, Cwynar and Suss. Also present were Bob Cole, Director of Public Works and Parks Commission Liaison, and former Commission Member Jim McFeggan guest. Commission Members Sabbe, Sanchez, Butters and Torling were absent.

III Approval of November 9, 2015 Minutes

The next order of business was the approval of the November 9, 2015 minutes. Cwynar moved to approve the minutes as submitted. Tiliks seconded the motion. All agreed. Motion carried by voice vote. Suss, who was not at the November 2015 meeting, abstained.

IV Arbor Day (April 29) Discussion and Planning

Cwynar said the event will be held at Parkview School and run from around 12:00 p.m. to 2:20 p.m. They can expect 80 to 125 children and the Parks Commission will have them for about an hour. He said they will need goody bags. Tiliks, who provided bags last year, said he would check with his various sources. Cwynar said Itasca Greenhouse (their previous source for trees) now works through a sub, Green World Company. A quantity of 100 to 249 bagged trees, including freight, would be \$2.34 each. Arbor Day Foundation also sells bagged trees. Their price would be \$250 for 125 trees, or \$2.00 each. Cwynar said the prices are basically the same and the Commission has been happy with the trees from Itasca in the past. He said he believes the trees come bagged, with tags identifying the type of tree and planting instructions but he will check with both sources. Cole said the trees can be put on his credit card. Cwynar said in the past they have held a coloring contest and awarded four prizes, one for each class or grade level. Last year they gave hats that cost \$12 each. This year shirts are available from the Arbor Day Foundation for \$10 each. McFeggan said tee shirts in blue or red are available from the International Society of Arboriculture (ISA) for \$10.95 each. He did not know if a minimum order is required. The Commissioners preferred the blue tee shirt from ISA. Cwynar said they always include trinkets in the goody bags. He said Oriental Trading Company has 250 items for \$36. Two sets would give each child four or five items. Cwynar said there is a free brochure, *Plant Trees for America*. With freight, you get 50 brochures for \$2.95 or 2,000 for \$9.95. The extra brochures can be handed out at the Village Hall or stored for next year. Cole said they will look at the Carpenter Park Improvement Plan to see where a tree is scheduled to be planted and will advise Tiliks of the varieties planned for. Tiliks said in order to provide a free tree for Arbor Day he will check with the nursery grower to see what varieties they are long on and then run it up the ladder to see what options are available. Cwynar said the Arbor Day event should cost around \$500: bagged trees, \$250; ten tee shirts, \$110; goodies, \$100; 2,000 brochures, \$10. Bottled water is not necessary. Schultz said money for the Arbor Day event is budgeted for by the Village. McFeggan said he would be available to do his talk. Trustee Schultz asked for a motion to accept the plans and costs for the Arbor Day event as discussed. Lakkureddi so moved. Cwynar seconded the motion. All agreed. Motion carried by voice vote.

Cwynar asked for volunteers to pack the goody bags and for judges for the coloring contest.

V Carpenter Park Improvement Update

Cole said the Carpenter Park Improvement project was partially funded through a \$400,000 grant through the State of Illinois OSLOD grant program open space plan for development. Last year the grant was suspended because of the budget crisis in the State so they are still awaiting the release of those funds. Cole said they have applied for a riverboat grant close to \$100,000 which is the maximum amount they can receive. The board authorized the submission of the grant application. The money will be used toward the installation of playground equipment as well as a walking path that would extend from the parking lot down to the playground. The playground would be located in the same spot that was identified in the design plan. Cole said in June or July those who will receive the grants will be announced.

Cole said the contractor hired to do the work has gone out of business. The Village attorney will send a default letter. This was a bonded project. After receiving the default letter the contractor will have five days to contact the Village. If the contractor does not respond, the Village will contact the bonding company and it is their responsibility to find another contractor to do the work. The bonding company is also responsible to pay for any extra costs in finding a new contractor. However, since the funding for the project has been suspended the question is will a contractor bid on the project. The contract goes for close to \$900,000, so if a second contractor comes in, for example, at a Million Two, the bonding company will have to pay the difference.

Cole said he thinks they can get the riverboat grant but there are a lot of things that have to happen prior to breaking ground and starting construction. He said the construction cost is about \$150,000 so the Village would have to provide about \$50,000 to complete the project, i.e., the playground complete with rubberized surface, limestone outcroppings, plantings, etc., everything that was included in the design.

Schultz cautioned that riverboat grant dollars are down, everyone is applying, and the last dollars they awarded went primarily to social programs.

VI Holiday Lighting Contest Discussion

Schultz suggested the Holiday Lighting Contest be moved to the Special Events Commission. She said they are very low on judges and suggested that the Parks Commission Members consider participating in the judging.

Schultz said the Parks Commission will continue to host the Halloween and Christmas contests and there is video gaming money to pay for prizes. Schultz suggested streamlining the categories. She said additional judges may be needed.

Trustee Schultz asked for a motion to move the Holiday Lighting Contest to the Special Events Commission. Suss so moved. Tiliks seconded the motion. All agreed. Motion carried by voice vote.

VII Community Enhancement Suggestions

Schultz said community enhancement funds come from the video gaming revenue. She said in the past there was discussion about purchasing a community electronic sign for the Village and it has now been determined that we will go in with the Park District and East Dundee. The Bonnie Dundee sign at Route 25 and Route 68 will come down and be replaced by an electronic sign where we can post all the announcements and events for the Village. Mr. Mammoser has said the Village can also use the electronic sign at Randall Oaks. Split three ways, our share for the electronic sign will be around \$20,000 to \$25,000. Schultz said the enhancement dollars were also used to purchase a number of trees in Keele Farms last year,

in the fall additional plants were purchased for some of the *Welcome to Carpentersville* signs, and the Butterfly Program received some dollars. This year additional packets will be ordered at a very nominal fee and we are hoping to get signage to identify the Butterfly Gardens. McFeggan said he walked the area last summer and did not see any milkweed plants growing. He offered to provide milkweed plugs and cone flower plants for the Butterfly Gardens. McFeggan said he would also water the plantings.

Schultz said the following recommendations were made for the enhancement of the community, and everyone who participated will receive a response if they provided a contact name.

Bathroom facilities, signage and/or landscaping at Keith Andres Park; \$50,000; recommended by Pat Schultz

Advise that upon discussion by the Commissioners it was agreed to meet at Keith Andres Park, Sacramento entrance, at 1:00 p.m. on Friday, April 1st, to walk the park with the view of developing a long range plan that would include the proposed improvements as well as other enhancements to the park. Cole will e-mail a Google map to the Commissioners.

Schultz said there is more than enough money in the video gaming fund to pay for the proposed improvements as well as a cleanup program and some improvements on the trails. She said this is not a cleanup project Public Works can handle, it will be necessary to hire a third party that would be dedicated to the cleanup and maintenance of the park. Schultz said she would like small wooden signs that could have an outline of the trail for those who want to walk it, and a little history of Keith Andres. She said when the vacant building owned by Dundee Township Park District is deeded to the Village it would be ideal for bathrooms, it already has plumbing. Cole said they could put in an outdoor entrance. He said there is extra parking behind the building but an expanded parking lot would be very expensive depending on its size and may even require a detention basin. Schultz said there is very little vandalism in the park, the gangs do not hang out there. After discussion it was agreed that the Commissioners should take a walk through the park. Cole said a long range plan needs to be developed and Cwynar agreed. Schultz said the bulk of the money should be used right now for a total cleanup of the park, completing the trail and getting the jumps reseeded along with a little signage for the trail and some landscaping at the frontage of Sacramento with additional landscaping down the road. She said the bathrooms can wait. Cwynar said CAMBr could supply a lot of the labor with respect to the landscaping. Schultz said two of our biggest assets are Carpenter Park and Keith Andres Park and we need to invest in them.

House Painting and Yard Restoration for Low Income Residents or Elderly; recommended by Marilyn

Advise that a Paint-A-Thon program may still be available. Confirm what is meant by the term "yard restoration".

Schultz said someone has to find out who Marilyn is, which houses she is referring to, and what exactly is meant by "yard restoration" and how many properties are involved. If Ken is still doing the Paint-A-Thon he can look at the houses.

Mass Flower Plantings along Key Roadways; recommended by William Hicks

Advise that main roads in the Village like Route 25 and Route 31 were not planned to have these types of amenities. Ascertain what roadways Hicks is referring to and if he is aware of our limited resources.

Schultz said Hicks is a member of the BDC, the committee talking about re-branding and marketing the Village's image. She reached out to Hicks to find out which roadways he was referring to but he did not respond. Discussion ensued. Any plantings along roadways would have to be watered and maintained year after year; with heavy traffic and exhaust how long would plantings last; how close to the road would they be planted; on heavily traveled, heavily salted roads the plants would be exposed to salt, snow and salt spray; plants should be a reasonable distance from the roadway; a berm would be high off the road; the setback on Route 25 is very narrow; both routes are IDOT roads.

Cole said the only area that would be conducive to any type of plantings would be Main Street, for example hanging baskets from the street lights, which would require daily watering.

Walkway/Bikeway Connecting the West End of the Village to Randall Oaks; recommended by Laura Lockhard.

Schultz said the location is unclear, and this project may be out of our budget. Also, anything along Randall Road may require the County's permission.

Digital Sign to Let People Know the Good Things Going On In the Village.

Schultz said the Village will be using the sign at Route 25 and Route 68 to advertise its events, etc.

Additional Street Lights on East Side of Town.

Advise that we will look into the street lights but this will require analysis of where they should be located, getting costs, etc. This may not take place until next year but it is on the radar.

Cole agreed street lights are needed on the east side of town but said they are very costly, approximately \$5,000 to \$7,000 each not including installation. A pedestal to hold the light pole would also be needed. Cole said when they do reconstruction projects on the east side street lights are incorporated into the reconstruction.

Cwynar asked how much money is presently in the video gaming fund. According to the Herald last year there was \$110,000. Schultz said they have around \$150,000 but have the following expenses: the electronic sign which will be \$20,000 to \$25,000 and \$15,000 for special events in the park including decorations. She said the first three months of this year should generate revenue for the fund of \$9,000 to \$10,000 per month. Schultz said this is not the kind of revenue stream that can be counted on to pay the bills because the economy can tank at any time. She said the improvements at Keith Andres Park may need additional funds beyond the proposed \$50,000. McFeggan said, as a citizen, he feels if these dollars are intended to enhance the community they should be spent and there should be an accounting. They should not sit in the account while the fund continues to grow. Schultz said to account for the enhancement dollars she has asked the Finance Director to put a separate line item into the budget showing what comes in and goes out. She said if the revenue stream stays constant, they may be able to install street lights. Cole said some of the circles off Wakefield have no lights and should be given first consideration. Schultz said at the end of the year the Commissioners can discuss community enhancement again and take suggestions for next year. Cwynar suggested contacting people who make recommendations and inviting them to the meetings so they can have an opportunity to present their ideas.

Holiday Decorating; recommended by Pat Schultz

No discussion.

Special Events in our Parks; \$15,000; recommended by Pat Schultz
See Commission Member Reports, Item IX.

Playground at Carpenter Park; recommended by Crystal
Advise that a grant has been applied for to construct the playground.

More Street Lights in Residential Neighborhoods; recommended by Patricia Betts
Advise that we will look into the street lights but this will require analysis of where they should be located, getting costs, etc. This may not take place until next year but it is on the radar.

VIII 2016 Meeting Dates Discussion and Approval

Upon discussion, the following meeting dates were agreed upon for 2016; March 14, April 11, May 9, June 13, July 11, August 8, September 12, October 10, November 14 and December 12. Trustee Schultz asked for a motion to approve the above meeting dates. Tiliks so moved. Cwynar seconded the motion. All agreed. Motion carried by voice vote. The meeting dates will be posted on the Village's website.

IX Commission Member Reports

Lakkureddi had no comment.

Cwynar asked to receive a statement for the trust fund. Money from the trust fund was put aside to go toward Carpenter Park but no work has been done. Schultz said \$1,000 was agreed upon and she will ask that statements be sent to the Commissioners. She said some of the money is going toward the grant matching. Cwynar told Cole the bridge in Carpenter Park that was rebuilt with steel pipe is unattractive but serves the purpose. He said there is one crabapple tree growing out of the mound at the north side of the path that looks terrible. Cwynar asked for the names of the Parks Commissioners. Cole provided a list to all the Commissioners.

McFeggan said in the area of the bridge someone had carried three picnic tables over the creek and lined them up, we assume for a truck to pick up.

Tiliks said he will talk with Mike Angus and David Lawler from CAMBr and recommend Highland Engineering from Fox River Grove for the stamped drawings the Village requires in order to get the permit process going for the wall. He said they have an installer secured, Vidal Landscaping, so that one side of the starting jump will be taken care of. Tiliks said he has been trying to get some Wisconsin granite boulders and after contacting several companies the manager of LaFarge Fox River Stone in South Elgin told him to request aggregate and boulder donations from them. Tiliks needs to determine the area of the pathways which may have to be approved by Public Works. Vidal is available to pick up the materials from LaFarge. The aggregate could be used on certain pathways or even leading up from the sidewalk from Sacramento. Angus thought if there was a permanent looking path people could follow they would not wander off into the grass. Cole stressed it is necessary to have a plan so he and Kevin are available to meet with Angus and Lawler at the park to develop a long range plan.

Suss asked if signs were posted on the new walking path behind the fire department stating that *Dogs Must be on Leashes* and *Please Clean Up After Your Dog*. Cole said signs can be up by the end of the week.

Schultz said a Civil War Re-enactment is being planned for August 6 and 7 at Carpenter Park. They will probably arrive Thursday to set up. Cole has offered them the opportunity to store their things in the gated area. Friday they will set up the encampment. Saturday and Sunday will be open to the public. There will be many attractions possibly including a blacksmith, horses, a Lincoln impersonator, a mock spelling bee, and a pie eating contest. A woodworker and a woman with bees that provide organic honey have expressed interest in participating. Saturday night a dance for the re-enactors dressed in authentic Civil War costumes is planned.

A parade is planned for Sunday. In exchange for the rental of the gym at Parkview School for Saturday night they have offered to come before school ends and do a Civil War demonstration and will also waive their fee. School parking will also be available. There will be a few sutlers, people who sell items specific to the Civil War, including Civil War uniforms. The Special Events Committee is looking for crafters and food vendors and they will provide volunteers for the parking. Schultz said Carpenter Park is under utilized, more events are needed there. She said this Civil War Re-enactment could be made a go to destination event like Heritage Fest and Dickens in Dundee. Other events that will be offered at Carpenter Park include Rock the Fox on August 19, 20 and 21, Oktoberfest, and the Community Yard Sale on June 11 and 18. Also, the Village was approached to host a Slip and Slide, possibly closing down Maple Avenue for the event. Schultz said the cost for the Civil War Re-enactment will be \$7,000 which will come from the video gaming revenue. She said the Village will profit from a database of crafters and food vendors. After the event all of the park will be restored. Schultz said the Civil War group are bringing a couple of cannons to the 4th of July Fireworks behind Meadowdale and will provide banners announcing the re-enactment, business size cards that say Carpentersville Civil War, and flyers. They also have cutouts for the businesses in the area.

X Adjournment

There being no further business to come before the Commission Members, on motion duly made and seconded the meeting was adjourned at 8:25 p.m.

THE NEXT MEETING IS MONDAY, APRIL 11, 2016 AT 6:30 P.M. AT THE CARPENTERSVILLE PUBLIC WORKS BUILDING.