

**VILLAGE OF CARPENTERSVILLE  
PARKS COMMISSION  
MEETING AGENDA**

**Meeting Date:** June 20<sup>th</sup> 2016

**Meeting Time:** 6:30pm

**Meeting Location:** Carpentersville Public Works Facility  
1075 Tamarac Drive  
Carpentersville, IL 60110

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1. **CALL TO ORDER**
2. **ROLL CALL FOR ATTENDANCE**
3. **APPOVAL OF May 9, 2016 MINUTES (attached)**
4. **KEITH ANDRES:**
  - **Phase 1 Engineering (attached)**
5. **Butterfly Garden**
  - **Jeri Hoffman School, Garden Planting**
6. **HIATUS (Discussion)**
7. **COMMISSION MEMBER REPORTS**
8. **NEXT SCHEDULED MEETING DATE (July 11, 2016)**
9. **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 5/9/2016**

**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, Tiliks, Cwynar, Sabbe, Sanchez, Torling, Butters and Suss. Also present was Bob Cole, Director of Public Works and Parks Commission Liaison. Guests present were Lindsey O'Connell and former Commission Member Jim McFeggan. Commission Member Lakkureddi was absent.

**III Approval of April 11, 2016 Minutes**

The next order of business was the approval of the April 11, 2016 minutes. Cwynar moved to approve the minutes as submitted. Torling seconded the motion. All agreed. Motion carried by voice vote.

**IV Arbor Day Celebration (Post Event Discussion)**

Cwynar said the Arbor Day celebration went well considering that it rained the night before and the kids had to cross over the bridge and walk all the way through the wet grass to the pavilion. Because of early dismissal at Parkview School the event started at 9:00 a.m. and lasted about an hour.

The kids really loved the birds Cwynar brought to the celebration, a green horned owl and an American Kestrel, a small falcon. Guest speaker Gary Swick gave a ten minute talk. There was a coloring contest with prizes, and the winners of the coloring contest also received a certificate. The kids held up their tee shirts for a picture. The River Birch tree provided by Tiliks was planted. Glasses with a mustache were the goody bag favorite. Cwynar said no recommendations were made for changes to the event for 2017.

Cwynar said the total cost for the event was about \$550. Tiliks has arranged for free goody bags for the next two years which will reduce that amount by about \$120. Schultz said she requested that Manager Rooney make the Arbor Day celebration a part of the Village Board budget.

**V Keith Andres Cleanup Discussion**

Sabbe said he arrived at the park around 9:00 a.m. Many people came out to help including members of the H2O Church. Some people brought their kids. Cole brought the pickup bags back to the Public Works building to be disposed of. Sabbe said there was not as much litter as in past years.

## **VI Keith Andres Tour Discussion**

Schultz said on April 20th some of the Commission Members toured the park with David Lawler and Mike Angus from CAMBr. She said she received an e-mail from Angus today. Angus said CAMBr will be inviting the family of Keith Andres to the unveiling of the Sacramento entry way to the park. There will be a write up of the history of the park, recognition of Keith Andres, and an announcement that eventually there will be three entrances to the park with the addition of Tulsa and Austin. Angus said they would like an enclosure for the port-a-potty so it won't detract from the entrance. Cole said they are in the process of making a screen for the port-a-potty. Angus said they are looking for additional sponsors and they have contracted a landscaping company to do the design drawing to ensure there will be a very nice entry way to the park. Angus said on May 29th CAMBr will hold the Keith Andres Park Spring Jam. They expect to attract hundreds of guests if the weather is good. There will also be various vendors. Angus said CAMBr will handle the signage; they have a model from another park. The sign will have information about Keith Andres and probably a trail map.

Angus said an item on the critical list is the retaining wall, reinforcement of the sides of the hill to stop the shrinkage. He said Keith Andres Park is becoming a major attraction for the Midwest region and Carpentersville is its proud owner and beneficiary and, therefore, the Village should really start paying attention to the park. Schultz agrees. She suggested they start putting money into park improvements as soon as possible. Schultz said \$50,000 is a drop in the bucket for a park that size. She said at the cleanup Lawler pointed out a broken drain that runs under the sidewalk.

Referring to Lawler's comment, Cole said there is a lot of storm damage by the Boys & Girls Club (BGC) that will take a lot of money to repair. He said going to the north where the bend is you can see the concrete ravine that is filled with garbage. The ravine has changed its course over the years. To get it back to its original course will require getting a contractor with heavy equipment to pull a lot of the gravel and old concrete out in order to divert the water so it will go down its original path. There are also a lot of dead trees that have to be cut down. Cole said they plan to tackle this project in sections because there is just so much that has to be done and it will require a ton of money. He said he has discussed the improvements and maintenance with Manager Rooney.

Cole said it is important to put together a plan for the proposed improvements. Schultz said with a plan there is a better opportunity to apply for any grants that may be available.

## **VII Community Enhancement Suggestions (Gaming Revenue)**

Schultz said Sabbe has put together a letter template to acknowledge every suggestion received. There will be a paragraph pertinent to the suggestion itself and how it will be resolved, or the letter will explain that the suggestion cannot be considered and why. Letters will be signed by Schultz.

*Requested by Pat Schultz; \$50,000; Keith Andres Improvements (Bathroom facilities, signage and/or landscaping).*

*Requested by Marilyn; House painting and yard restoration for low income residents or elderly.*

Schultz said she forwarded this request to Ken Purcell who was in charge of the Paint-a-Thon. She said this suggestion is not a consideration for the Parks Commission so it needs to be taken off the list.

*Requested by William Hicks; Mass flower planting along key roadway*

Schultz said she offered to go on a ride along with Hicks so he could show her where he would like the plantings. She told him that mass flower plantings would require mass watering and Public Works has limited resources. Hicks has not yet said if he wants to go on the ride along. Discussion ensued: the medians on State Routes 25 and 31 are concrete and narrow; road salt and snow plows could be a problem in the winter; the cost of maintaining flowers on entrance signs; planting locust trees in the medians along State Route 25 by Meadowdale; to determine whether IDOT will allow cutting into the concrete medians; the difference in cost with a planter wall; and contacting CDOT because Chicago plants trees in its medians. Cole said they will have over 400 trees to water this year. With additional trees some of the watering may not get done and trees will die. Schultz said until she hears from Hicks this item should remain a question mark.

*Requested by Laura Lockhard; Walkway/bikeway connecting west end of the Village to Randall Oaks.*

Schultz said this is really the county's project.

Digital sign that lets people know about the good things happening in the Village.

Schultz said the electronic sign will be put up in June at Bonnie Dundee golf course. She said the old Bonnie Dundee sign is an icon in the Village and it was offered to the Parks Commission by Tom Mammoser. It will be kept for prosperity.

Additional street lights on east side of town.

Cole said Public Works developed a map showing areas that need street lights. They are trying to identify the ones that would be an easier, less expensive hookup. Possibilities include one of the circles off Wakefield, Jackson and Jefferson. Cole said there is a great need for additional street lights and Public Works is working on it. New street lights would be a capital improvement project.

*Requested by Pat Schultz; Holiday Decorating.*

Schultz said this was more about buying the prizes locally.

*Requested by Pat Schultz; \$15,000; Special events in our parks.*

Schultz said this would provide dollars for special events.

*Requested by Crystal; Playground at Carpenter Park*

Schultz said they will have to let the resident know a grant was applied for which is held up by Springfield. Cole said they do have the playground equipment and it would cost \$150,000 to install the playground equipment, a path to the playground, and a rubber playground surface. Cole said they have applied for a grant through the riverboat. The maximum amount awarded is \$100,000 and it is a very competitive grant. Schultz said the lack of a playground has generated the most complaints from residents.

*Requested by Patricia Betts; More street lights in residential neighborhoods.*

See comments regarding more street lights on the east side of town.

Schultz asked the Parks Commissioners to recommend to the Village Board that they consider the following community enhancement suggestions: the Keith Andres Park improvements, holiday decorating, and special events. Also, Public Works has developed a map to assist in choosing areas for additional street lights. This would be a capital improvement project. Schultz said the request by William Hicks is being put on hold, and the digital sign at the Bonnie Dundee golf course is scheduled to be put up in June.

Cwynar asked the amount of gaming revenue that is not committed. Schultz said there is roughly \$150,000. The electronic sign is a shared program with Dundee Township Park District, and the Parks Commission share is about \$20,000.

Schultz said although the mission of Dundee Township is general assistance to the residents, not open space, because of a past referendum the money was being applied to open space projects and there was not a lot left for general assistance to the residents, i.e., the Ride in Kane program. At one time there were over 100 Carpentersville residents with handicaps who could not even get on the list for the Ride in Kane program. Schultz said there are two years left on the referendum bond and it was suggested we give the township money over the next two years to ensure the remaining 20+ residents can use the Ride in Kane program. The money will come from the gaming revenue, not the general fund, about \$30,000 the first year and \$20,000 the second year. Schultz said the township receives 4.1 million dollars each year.

Schultz said there is the local government distributors fund that is property tax that comes back to the Village, but because of the situation in Springfield we could lose as much as 50% which would be a loss to the Village of \$1.8 million dollars, or as little as 20%. Schultz said Ed Ritter wants a cushion. He wants to freeze \$80,000 to \$100,000 as the gaming revenue comes in. She said with \$9,000 to \$10,000 coming in each month the holiday decorating and special events will be paid for the first two or three months of the year.

Cwynar confirmed that currently we have \$150,000 to spend but we are committed to the township for \$30,000 which reduces that amount to \$120,000. Now Ritter wants us to keep \$100,000 back as a cushion for lost property tax revenue so we have \$20,000 to spend tonight. Schultz said the \$9,000 to \$10,000 received monthly from gaming revenue must be factored in for the rest of the calendar year. She said even with the freeze we would have the money for the Keith Andres Park improvements and for special events and holiday decorating. Schultz said she assumes the available amount would be reduced if we have to add some money for the playground.

Cwynar said he agrees that \$50,000 is a drop in the bucket for what Keith Andres Park needs, and any improvements made have to be maintained. If the ravine is cleared out it has to be maintained each year, a perpetual expense. Public Works cannot do the maintenance because it requires heavy equipment. He said this must be an ongoing process or the park will revert to a jungle like it is now. Cwynar said a plan is needed. The Parks Commission cannot commit \$50,000 without knowing what area will be cleared and maintained. Cole said Public Works has contacts with many people who do mass clearing.

Schultz said this would be a start and would piggyback on CAMBr's efforts for the entry ways. She agreed some of the money would have to be used to put a plan in place, and she agreed there would be ongoing maintenance expenses.

Schultz asked for a motion to recommend that the Village Board consider the Keith Andres Park improvements, additional street lights, the playground equipment at Carpenter Park, a continuation of the holiday decorating including the Halloween decorating contest, and special events. Sabbe so moved. Sanchez seconded the motion. Motion carried by all.

Cole said these are just suggestions, they are not dollar amounts.

### **VIII Carpenter Park (proposed improvements)**

Cwynar said he is referring to the list of proposed improvements to the park. He said the park is well used, especially at this time of year. Within the last couple of weeks the Marines have used the park along with several baseball teams and a group who plays football every Sunday morning. He said Frisbee Golf is on the improvements list but because of the amount of space it requires it could disrupt the use of the park by others. Cwynar asked for a motion striking Frisbee Golf from the improvements list.

Cole said when they applied for the OSLOD grant they received points for Frisbee Golf and if it is eliminated he does not know if it will affect the grant. He said today he sent a letter, under his letterhead, to the Illinois Department of Natural Resources requesting a one year extension of the OSLOD grant that runs out sometime in June.

Cwynar said the posts to the entry way to the park on the service road have been moved, possibly to accommodate trucks, but by moving them it is impossible for anyone on a bike or with a baby carriage to enter the service road. He asked Cole if this issue would be addressed.

Discussion ensued regarding trees at Carpenter Park and whether Platt Hill Nursery, who donated the trees, will do replacements. Cole said the trees being pulled out will not be thrown away; they will be used in other parts of the park.

### **IX Butterfly Gardens (Discussion)**

Schultz said the free seed packets are available at the Public Works building. McFeggan said he put in seven or eight milkweed plugs from his garden and watered them. Schultz would like to set up a card table at Village Hall with a poster that provides information about the Butterfly Gardens program and the free seed packets that are available at the Public Works building. She would also like a permanent sign for the Butterfly Gardens posted on the corner where it is cordoned off.

Sanchez attended Monarch training and found a book showing various plans for different kinds of gardens that he offered to share. He said it is very easy to collect Monarch caterpillars, raise them into butterflies and release them. Sanchez suggested offering a card with a couple of basic steps about Butterfly Gardens, referring to a page on the Village website that will explain the process and offer more detailed information.

Schultz said Jeri Hoffman School has 7 ½ acres they want to subdivide into nature gardens that will appeal to the kids, and they are looking for sponsors. For example, a Pizza Garden would grow tomatoes, basil and oregano and upon harvesting the kids would make pizza. Schultz suggested a Butterfly Garden sponsored by the Parks Commission. The community liaison said a Butterfly Garden would probably be put toward the front of the building. She said there might be a bench and the Parks Commission could provide a plaque that says Made Possible by the Carpentersville Parks Commission. The Parks Commission would do the planting; there would be no money involved. Schultz does not know if the school will water or maintain the gardens. Cwynar said Schultz should make sure the garden will be a small project, not labor intensive, and maintained by the school.

McFeggan said he has woodland plants he can donate. Schultz will contact the school to determine the size of the plot, whether it will be watered and maintained, and whether it is virgin ground because if it is not it will have to be rototilled. She will tell the community liaison the Commission is interested in taking on a small segment of the garden.

## **X Upcoming Events (Informational)**

- May 10th- Civil War Unit will be at Parkview School in the morning to do a presentation in lieu of the use of the gym on Saturday night for their ball. Even if it rains they will take the kids outside to shoot off the cannon. The first presentation is scheduled for 8:10 a.m.
- May 14th- Rotary Club's sponsored kickoff for the CMS summer band concert with the jazz band and orchestra. There will be snow cones and the H2O Church will provide popcorn.
- June 3rd- Movies in the Park: Inside Out hosted by the H2O Church.
- June 11th- Community Yard Sale
- June 16th- High school band concert with all bands in the area.
- June 18th- Rain date for the Community Yard Sale.
- July 8th– Movies in the Park: Minions hosted by the H2O Church.
- July 23rd-24th– Slide the City
- July 29th– Movies in the Park: Star Wars hosted by the H2O Church.
- August 6th&7th– Civil War Re-enactment
- August 19th-21st– Rock the Fox (free admission).
- September 10th-11th– Kelly Miller Circus (the permit process has been started); admission \$12 adults, \$6 children.
- Mid-October – OctoberCross

## **XI Commission Member Reports**

Tiliks had no comment.

Sanchez suggested a Day of the Dead festival and parade around Halloween starting at St. Monicas. State Route 25 would be closed off for the parade and traffic diverted basically from Kings Road to the Village Fresh Market parking lot on Lake Marian Road. Sanchez said there would be good participation from the residents on the east side and other areas as well. Because Route 25 is not a Village road, Schultz asked if they would have to get permission from IDOT to close it off. She suggested Sanchez bring his proposal before the Parks Commission during the summer for consideration in 2017. Regarding the community donation gardens, Sanchez said he talked again with the BGC who has a contact at Home Depot and it appears Home Depot may provide all the materials still needed for the gardens. Dundee Landscaping is donating compost. Sanchez said there are four plots. The BGC kids will be there every week helping to weed and will take some of the

food with them. The rest of the food will go to Fish Pantry. Sanchez said this project goes along with the re-branding initiative that focuses on good things that go on in Carpentersville. Regarding a suggested house walk, Schultz said because this is Dundee Township the Village would have to coordinate with both East and West Dundee. Also Carpentersville has only a few historic homes in Old Town.

Cwynar said a year or two ago there was an effort made to get people to adopt different parts of the park, i.e., a park bench. Cole said no one has shown interest in the project. Schultz said, regarding Carpenter Park, no improvements can be made or the Village will lose the grant money. Cwynar said they need to put the playground and basketball courts in and eventually the walkway and be done with it. Cole said if they want to make any improvements to Carpenter Park without the OSLOD grant it is a TIF area now and they may be able to use TIF money but it is up to the Village Board to make those decisions. Cwynar asked Schultz to send a thank you letter to Dairy Queen for the free certificates they provided for the Arbor Day celebration.

Sabbe had no comment.

McFeggan had no comment.

Torling had no comment.

Suss had no comment.

Butters shared that there are two Catholic churches (Woodstock and Crystal Lake) in her diocese that are trying to do something for the butterflies.

Schultz thanked the Commission Members for sending the community enhancement suggestions to the Village Board. She also thanked everyone who participated in the cleanup and for their willingness to take on the project at Jeri Hoffman School.

## **XII Adjournment**

There being no further business to come before the Commission Members, on motion duly made and seconded the meeting was adjourned at 8:15 p.m.

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