

**Glen Ellyn Park District
Board of Commissioners
Regular Meeting
April 18, 2023
185 Spring Avenue**

I. Call to Order

President Durham called the meeting to order at 7:03 p.m.

II. Roll Call of Commissioners

Upon roll call, those answering present were Commissioners, Cornell, Crickmore, Ward, Weber, Stortz, Nephew, and President Durham. Commissioner Cornell participated remotely and at 7:13 p.m. Commissioner Cornell arrived in person.

Staff members present were Deputy Director Cinquegrani, Superintendent of Planning and Natural Resources Troia, and Administration & Special Services Supervisor Blanco.

III. Pledge of Allegiance

President Durham led the Pledge of Allegiance.

IV. Changes to the Agenda

None.

V. Public Participation

None.

VI. Consent Agenda

Commissioner Stortz moved, seconded by Commissioner Ward, to approve the Consent Agenda including the Voucher List of Bills totaling \$664,984.41 and Minutes from March 21, 2023, Regular Meeting.

Roll Call: Aye: Commissioners Stortz, Ward, Cornell, Crickmore, Weber, Nephew, and President Durham.

Nay: None

Motion Carried.

VII. New Business

A. Purchasing Policy Update

Deputy Director Cinquegrani presented policies from the Glen Ellyn Park District Policy Manual that have been updated and revised. Cinquegrani stated all of these policies are for Chapter II, Section 1 'Purchasing Policy' of the Glen Ellyn Park District's Policy Manual. The only proposed update would authorize the Park Board President to assign a designee to approve purchases in the absence of an Executive Director.

The Park Board had a brief discussion of the policy updates and agreed to change the wording initially presented then Commissioner Weber moved, seconded by Commissioner Ward to amend Chapter II, Section 1 ‘Purchasing Policy’ of the Glen Ellyn Park District’s Policy Manual with the updated wording as discussed.

*Roll Call: Aye: Commissioners Crickmore, Stortz, Cornell, Ward, Weber, Nephew, and President Durham.
Nay: None*

Motion Carried.

B. Resolution 23-01 Authorizing Signatures on Checks

Deputy Director Cinquegrani presented a proposed update that would allow for the Park Board President and Treasurer to jointly assign a designee to sign checks in the absence of an Executive Director.

The Park Board had a brief discussion of the policy updates and agreed to change the wording initially presented then Commissioner Weber moved, seconded by Commissioner Ward to amend Chapter II, Section 1 ‘Purchasing Policy’ of the Glen Ellyn Park District’s Policy Manual with the updated wording as discussed.

*Roll Call: Aye: Commissioners Weber, Ward, Crickmore, Stortz, Cornell, Nephew, and President Durham.
Nay: None*

Motion Carried.

C. Village Green Asphalt Bid

On March 16th, staff publicly noticed invitations for bids, requesting contractors to provide proposals for asphalt improvements at Village Green Park. The scope of work included resurfacing of both parking lots and the basketball court. As well as color coating and striping of the basketball court. The Village Green parking lot was last resurfaced in 2004. Staff identified these improvements for the 2023 Budget for \$250,000.

The bid opening was conducted on April 11th, at which time (9) sealed bids were received, opened, and read aloud. Overall, the bids were competitive and are comparable to project estimates. Evans and Son Blacktop, Inc. submitted the lowest bid of \$230,829.39 for Base Bid and Alternates 1 and 2. After a brief discussion, Commissioner Nephew moved, seconded by Commissioner Stortz, to award the Village Green Asphalt Improvements to Evan and Son, Inc. as the lowest responsive and responsible bid for the amount of \$230,829.39.

*Roll Call: Aye: Commissioners Nephew, Stortz, Cornell, Crickmore, Ward, Weber, and President Durham.
Nay: None*

Motion Carried.

D. Main Street Recreation Center – HVAC Cooperative Purchase

Improvements to the HVAC rooftop units at Main Street Recreation Center have been identified as part of capital replacement costs and are included in the 2023 Budget for \$110,000. Current costs to replace the two identified units and the controls exceed the current budget. Staff have been working with Wight & Co., a third-party engineer, to create an HVAC assessment of all facilities. After further discussions, it was recommended to replace the control system at Main Street, along with hail guards. Replacement units can be delayed until 2024 and budgeted accordingly. It is proposed for Midwest Mechanical to replace all controls with a unified Versys control system, through cooperative purchase. Midwest Mechanical recently replaced three units on the roof top at Spring Avenue without issue.

After a brief discussion, Commissioner Ward moved, seconded by Commissioner Stortz, to award the HVAC Improvement proposal to Midwest Mechanical through NCPA Cooperative Purchase for the amount of \$76,640.

Roll Call: Aye: Commissioners Ward, Stortz, Cornell, Crickmore, Weber, Nephew, and President Durham.

Nay: None

Motion Carried.

E. Ackerman Park Softball Fields 5 & 6 – Pay Application

Superintendent Troia presented to the Park Board payout request #3 for the Ackerman Park Softball Fields 5 & 6 Improvements in the amount of \$111,870. This payout is from Hacienda Landscaping Inc., which is the general contractor for this project. This payout represents the work done in March. To date, the project is 85% complete, with the backstops, dugouts and concrete on Fields 5&6 installed.

Commissioner Stortz moved, seconded by Commissioner Crickmore, to approve the Hacienda Landscaping Inc. payout request for the Ackerman Park Softball Fields 5 & 6 in the amount of \$111,870.

Roll Call: Aye: Commissioners Stortz, Crickmore, Cornell, Ward, Weber, Nephew, and President Durham.

Nay: None

Motion Carried.

F. Ackerman Sports and Fitness Center – Bid Group 01

Superintendent Troia reminded the Park Board that as part of the approved 2022 referendum, planned expansion and improvements to Ackerman SFC include: New 6,000 square-foot gymnastics, center, new first and second floor exercise and multipurpose studio, an improved customer service center, covered entry and expanded parking. Wight & Co., the construction manager, in coordination with staff, staff publicly noticed invitations for bid on February 21st for Bid Group 1. The bid opening was conducted on March 14th.

Bid Group 1 included the pre-engineered building for the gymnastics expansion. (2) Bids were received, with Tri-State Enterprises submitting the lowest responsible bid of \$797,786 Base Bid and Alternate #2. Commissioner Weber moved, seconded by Commissioner Ward, to award the Bid Group 1 to Tri-State Enterprises for the amount of \$797,786.

Roll Call: Aye: Commissioners Weber, Ward, Cornell, Crickmore, Stortz, Nephew, and President Durham.
Nay: None

Motion Carried.

G. Ackerman Sports and Fitness Center – Bid Group 02

Superintendent Troia presented to the Park Board the results for Bid Group 2 which included building concrete. Staff publicly noticed invitations for bid on February 21st for Bid Group 2. The bid opening was conducted on March 14th. (5) Bids were received, with Abbey Paving Co. submitting the lowest responsible bid of \$271,950 Base Bid. Commissioner Ward moved, seconded by Commissioner Weber, to award the Bid Group 2 to Abbey Paving Co. for the amount of \$271,950.

Roll Call: Aye: Commissioners Ward, Weber, Cornell, Crickmore, Stortz, Nephew, and President Durham.
Nay: None

Motion Carried.

H. Ackerman Sports and Fitness Center – Bid Group 03

Superintendent Troia presented to the Park Board the results for Bid Group 3 which included structural steel. (6) Bids were received, with T.A. Bowman submitting the lowest responsible bid of \$356,000 Base Bid. The second lowest bidder was K&K Iron Works, at a price of \$381,865.

After a brief discussion between staff and the Park Board, it was determined to reject the staff recommendation to award Bid Group 3 to T.A. Bowman due to previous issues between this company and the Park District. Commissioner Weber moved, seconded by Commissioner Cornell, to reject T.A. Bowman for Bid Group 3 as not the responsible lowest bidder.

Roll Call: Aye: Commissioners Weber, Cornell, Crickmore, Ward, Nephew, and President Durham.
Nay: Commissioner Stortz

Motion Carried.

Commissioner Weber moved, seconded by Commissioner Cornell, to award the Bid Group 3 to K&K Iron Works for the amount of \$381,865.

Roll Call: Aye: Commissioners Weber, Cornell, Crickmore, Ward, Nephew, and President Durham.
Nay: Commissioner Stortz

Motion Carried.

VIII. Unfinished Business

A. 2023-2025 Project Update(s)

At the Board meeting, Superintendent Troia presented an update on the progress of the improvement plans for Frank Johnson Center, Sunset Pool and Ackerman Sports and Fitness Center Gymnastics. The presentation provided an update on estimated costs and progress of the improvement plans for all three facilities. Superintendent Troia answered any follow up questions from the board of Commissioners regarding each project.

IX. Staff Reports

A. Finance Report (For information Only)

B. Executive Director Recruitment Update

As a reminder, in efforts to recruit for the role of Executive Director of the Glen Ellyn Park District, the Park Board determined that the Park District will utilize GovHR USA to perform the recruitment and selection process for the Park District. GovHR USA will produce a recruitment brochure with the information gained, along with District information and photos that Superintendent of Marketing and Communications O’Kray is assembling.

C. Staff Reports

Deputy Director Cinquegrani reminded the Board of the upcoming event 2K Glow Run/Walk which will be taking place next Saturday, April 22 at Ackerman SFC and shared he will be volunteering.

X. Commissioners’ Reports

Commissioner Weber shared he was in Lake Ellyn during the weekend and was impressed with the amount of people gathered enjoying the park. Commissioner Crickmore shared that she attended the Restoration Day at Manor Park and she plans to visit again in the future when there is better weather. Commissioner Cornell shared that she attended the Adult Only Egg Hunt, and it was a very fun event. President Durham expressed his gratitude to all staff and board members.

XI. Adjourn to Executive Session

At 8:10 p.m., Commissioner Weber moved, seconded by Commissioner Nephew, to convene into Executive Session under Section 2 (c) 5 for the discussion of the purchase or lease of real property for the use of the district, including discussion of whether a particular parcel should be acquired and under Section 2 (c) 1 for the discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel for the district.

XII. Reconvene to Open Session

The regular meeting reconvened at 9:50 p.m.

XIII. Adjourn

There being no further business, Commissioner Ward moved, seconded by Commissioner Nephew to adjourn the Meeting at 9:51 p.m.

*Roll Call: Aye: Commissioners Ward, Nephew, Cornell, Crickmore, Weber, Stortz, and President Durham
Nay: None*

Motion Carried.

Respectfully submitted,
Amanda Blanco
Board Secretary