

BOARD OF COMMISSIONERS

Meeting Highlights August 16, 2022



Glen Ellyn Park District Marketing and Communications Department

On behalf of the Park Board and staff, Executive Director Harris recognized the District's Marketing and Communications team. The department is led by Courtney O'Kray, Superintendent of Marketing and Communications and supported by Marketing Coordinators Karly Sinise and Julie Caldwell. The staff of one full-time employee and two part-time coordinators are responsible for all the promotional, publicity, advertising, marketing, and communication for the Park District. This includes the four per year online seasonal Playbooks which include information on almost all the District's events, activities, and programs; e-newsletters; website; social media postings; park banners; facility literature and promotional materials; flyers; videos; photography; sponsorships; donation requests; and the annual report. Additionally, the team provides input, suggestions, feedback, and ideas for programming and event planning, working closely with the recreation supervisors and outdoor education staff to ensure the District offers creative, resourceful, and ambitious programs. Finally, the success of the District's referendum earlier this summer was largely due to the leadership, guidance, and direction of Courtney supplemented by the efforts of Karly and Julie.

Purchasing Policy Update

Proposed updates to the Park District's Purchasing Policy were presented.

In June, the Governor signed into law SB3050 which increases the competitive bid limit under the Park District Code from \$25,000 to \$30,000. The primary purpose of updating the park district policy is to align the policy with the increased bid limit as set forth in the Park District Code.

Resolution Expressing Intent Regarding Certain Capital Expenditures to be Reimbursed from Proceeds of an Obligation to be Issued by the District

The resolution expresses the intent regarding capital expenditures to be reimbursed from proceeds of an obligation to be issued by the Glen Ellyn Park District relating to the recently approved bond referendum.

Sunset Park Playground Purchase

An overview of Sunset Park playground, which was originally built in 1993 and is on the District's Playground Replacement Plan for Budget Year 2022, was provided.

After exploring multiple layouts and receiving input from a public open house meeting, the playground equipment selection has been finalized. Staff recommended purchasing directly through the qualified OMNIA Partners Purchasing Program to maximize the savings on the purchase.

The playground equipment from KOMPAN, Inc. is unique in that all components are made from 50-100% recycled ocean waste. KOMPAN has made it their responsibility to create environmentally friendly play spaces where kids can play for decades to come. Modern recycling methods now allow the tons of trashed fishing nets, used textiles, food packaging waste, plastic bags, and other materials to be recycled in various ways, including children's playground equipment.

In August, staff will develop bid documents for the project. Through the bidding process, a contractor will be selected to install the playground equipment purchased by the District along with all site work associated with the playground improvement plan. Tentatively, work would start in fall 2022 and finish in spring 2023.

Contracts for Referendum and Johnson Center Projects

The Park Board was apprised regarding the recommended strategy to engage various consultants to provide professional services for the referendum projects and the new Johnson Center. Following are the recommended teams:

Ackerman Sports & Fitness Center – Wight Construction

Lenox Road – Hitchcock Design

Churchill Park – V3

Lake Foxcroft Park – Hitchcock Design

Johnson Center – FGM / Featherstone Construction

Staff emphasized the importance and value of engaging quality and experienced consultants that have applicable and similar experience with the project at hand. Each firm recommended has significant experience and a deep portfolio of projects. Additionally, the firms have been previously engaged by the Glen Ellyn Park District with many on the very projects they are recommended to lead. The estimated professional fee expense for each project is approximately 16% of total cost. Park District counsel has reviewed the contracts and the agreements presented represent the requested changes by counsel. Finally, the agreements also reflect negotiations that have been ongoing since shortly after the referendum. Those discussions generated some reduction of fees.

Lake Ellyn Shoreline Improvement Project Payout Request #6

An overview of the Lake Ellyn Park Shoreline improvement project was presented.

The Lake Ellyn Shoreline project connects the Boathouse to the existing floating pier with a wide permeable paver walkway, providing access and additional seating opportunities directly adjacent to the lake edge. The existing stacked limestone retaining wall is being replaced with a stable engineered wall that retains the natural aesthetic.

The payout represents the work completed for the month of July in the amount of \$20,896. Progress was made during that time with construction of the retaining wall, concrete reinforcement, and concrete footers for the seat walls installed. To date, the project is approximately 65% complete.

The total contract sum to date is \$383,531. Previous payments total \$192,014. The balance to finish, including retainage, is \$170,621. The project is completely funded by an anonymous donation.

During July, the concrete flush curb that retains the pavers was installed. The statewide union strike, which made it very challenging to source stone, was recently resolved. Paver installation and seat walls are scheduled for mid-August, with the project tentatively to be finished September 1.

Quarterly Financial Report

A brief presentation with an update to the 2022 fiscal year budget was provided. Items included any material adjustments to operating activities within the second quarter of the 2022 fiscal year. The Board was complimentary of the efforts as the District is exceeding budget targets and reaching pre-pandemic levels.