

**Glen Ellyn Park District
Board of Commissioners
Regular Meeting
August 16, 2022
185 Spring Avenue**

I. Call to Order

President Durham called the meeting to order at 7:10 p.m.

II. Roll Call of Commissioners

Upon roll call, those answering present were Commissioners Stortz, Weber and President Durham. Commissioner Ward attended remotely. Commissioner Cornell arrived at 7:20 p.m.

Staff members present were Executive Director Harris, Deputy Director Cinquegrani, Superintendent of Planning and Natural Areas Troia. Superintendent Robinson, Lim and Babicz attended the Marketing team recognition

III. Pledge of Allegiance

President Durham led the Pledge of Allegiance.

IV. Changes to the Agenda

None.

V. Recognition

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 (4) per year on-line seasonal Playbooks which includes information on almost all the District's events, activities, and programs; e-newsletters; website; social media postings; park banners; facility literature and promotional materials; fliers; 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.

The Board of Commissioners also were very complimentary of the marketing team's effort as was several staff members that were in attendance.

VI. Public Participation

None.

VII. Consent Agenda

Commissioner Cornell moved, seconded by Commissioner Weber, to approve the Consent Agenda including the Voucher List of Bills totaling \$659,387.88 and Minutes: July 12, 2022, Regular Meeting.

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

Motion Carried.

VIII. New Business

A. Purchasing Policy Update

Deputy Director Cinquegrani presented proposed updates to the Park District's Purchasing Policy.

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.

To expedite the approval process, the updated policy has been reviewed and approved by legal counsel. Attached is a red-line version with those changes, as well as a final clean copy.

Commissioner Stortz moved, seconded by Commissioner Weber, to amend Chapter II, Section 1 Purchasing Policy as presented

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

Motion Carried.

B. Resolution expressing intent regarding certain capital expenditures to be reimbursed from proceeds of an obligation to be issued by the District

Deputy Director Cinquegrani presented Resolution 22-03 expressing official intent regarding certain capital expenditures to be reimbursed from proceeds of an obligation to be issued by the Glen Ellyn Park District. Additionally, highlighted was a memo prepared by the Park District's bond counsel, Chapman & Cutler, explaining the purpose of adopting the resolution.

Commissioner Stortz moved, seconded by Commissioner Weber, to approve Resolution 22-03 expressing official intent regarding certain capital expenditures to be reimbursed from proceeds of an obligation to be issued by the Glen Ellyn Park District, DuPage County, Illinois

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

C. Sunset Playground Purchase

Superintendent Troia provided 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.

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

This 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 this Fall and finish in Spring of 2023.

Commissioner Weber moved, seconded by Commissioner Cornell, to authorize the purchase of the Sunset Park Playground equipment from KOMPAN through cooperative purchase for the price of \$92,829.27

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

D. Contracts for Referendum and Johnson Center Projects

Superintendent Troia apprised the Park Board 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 and 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

At the conclusion, Troia stated that the agreement would be presented at the September 6th Board meeting. If questions arise prior to that date, please contact staff

IX. Unfinished Business

A. Lake Ellyn Shoreline Improvement Project payout request #6

Superintendent Troia provided an overview of the Lake Ellyn Park Shoreline improvement project. 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.

Attached is payout request #6 for the Lake Ellyn Shoreline Improvements in the amount of \$20,896. This payout is from Integral Construction Inc., which is the general contractor for this project.

This payout represents the work completed for the month of July. 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 \$383,531. Previous payments total \$192,014. The Balance to finish, including retainage is \$170,621. As a reminder, this 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 1st.

Commissioner Cornell moved, seconded by Commissioner Stortz, to approve Integral's Construction payout request for the Lake Ellyn Shoreline in the amount of \$20,896

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

B. Quarterly Financial Report

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

X. Staff Reports

Troia mentioned that the fence around the perimeter of the skate park was removed. This was done in anticipation of new asphalt and new equipment. Additionally, there are three bids currently open – Newton Park concrete work and lacrosse wall: Field 5 &6 renovation at Ackerman Park and Sunset Park playground installation and park improvements. Harris highlighted the many ongoing events and services continuing this week. Some include Sunset Pool, camp, Movies in the Park, Jazz in the Park, Family fun night, Thirsty Thursday, Kid's Color Run, boating and the list goes on and on!

XI. Commissioners' Reports

Commissioner Stortz family participated for the first time in the Kid's 2k Color. The entire family had a great time! President Durham has been enjoying lap swimming at Sunset Pool

XII. Adjourn to Executive Session

At 8:40 p.m. Commissioner Weber moved, seconded by Commissioner Stortz to convene into Executive Session. Under Section 2 (c) 6 of the Open Meetings Act for the purpose of setting a price for the sale or lease of property owned by the District and under Section 2 (c) 3 for selection of a person to fill a vacancy in public office, or discussion of the discipline, performance or removal of the occupant of a public office.

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

Motion Carried.

XIII. Reconvene to Open Session

The regular meeting reconvened at 9:43 p.m.

XV. Adjourn

There being no further business, Commissioner Weber moved, seconded by Commissioner Stortz to adjourn the Regular Meeting at 9:44 p.m.

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

Motion Carried.

Respectfully submitted,

Dave Harris
Board Secretary