Glen Ellyn Park District
Board of Commissioners
Regular Meeting Minutes
March 20, 2012
185 Spring Avenue

Call to Order
President Creech called the Meeting to order at 7:01 p.m.

Roll Call of Commissioners
Upon roll call those answering present were Commissioners Aubrey, Cornell, Nephew, Kinzler, Mayo, and President Creech. Commissioner Dunn arrived at 7:03 p.m.

Staff members present were Director Harris, Superintendent of Parks Scarmardo, Superintendent of Finance & Personnel Cinquegrani, Superintendent of Recreation Esposito, Marketing & Communications Supervisor Talenco, Assistant Superintendent of Recreation Defiglia, Executive Assistant Wendland, and Facility Manager Kroger was also present.

Pledge of Allegiance
President Creech led the Pledge of Allegiance.

Changes to the Agenda
President Creech announced that the Board would not be convening into Executive Session tonight, and item A under new business Western DuPage Special Recreation Association Presentation will be moved directly after Public Participation.

Public Participation
None.

New Business
Western DuPage Special Recreation Association Presentation
The Board recognized Ms. Sarah Bak for her outstanding accomplishment at the 2012 Special Olympics Winter Games where she received a Bronze Medal in Level 1 - singles figure skating. Ms. Nancy Minor, Superintendent of Recreation for Western DuPage Special Recreation Association was also present, and addressed the Board about Sarah’s competition and how she was able to accompany her to the Winter Games. Sarah presented the Board with a brief Power Point presentation about herself, and the Special Olympics competition.

Ms. Sandy Gbur, Executive Director of Western DuPage Special Recreation Association, introduced herself to the Board of Commissioners and provided a brief overview of her background, and what she has accomplished in the last ten months as the new Executive Director, for Western DuPage Special Recreation Association.
Consent Agenda
Commissioner Mayo moved, seconded by Commissioner Dunn, to approve the consent agenda.

Roll Call: Aye: Commissioners Mayo, Dunn, Aubrey, Cornell, Nephew, Kinzler, and President Creech.
Nay: None.

Motion Carried.

Unfinished Business
Ackerman Business Plan
Director Harris presented the Board with an updated version of the Ackerman Business Plan, he explained when it will be reviewed and updated in the future and that it has been a learning process for staff.

The Board discussed the memberships, and the ability to upgrade and downgrade a membership.

The Board discussed additional items they would like to see in the business plan such as: revenues and expenditures, and including a page that has the changes that have been made to the business plan.

Ackerman Roof Overclad Bid Results
Director Harris explained to the Board the bid process regarding the roof, and explained that there were 12 bids received, and addressed a few issues that were related to the lowest bidder.

The Board discussed the motion and the awarding of the contract.

Commissioner Nephew moved, seconded by Commissioner Dunn, to award the bid for Ackerman Sports and Fitness Center Roof Overclad Project to Solaris Roofing Solutions, Inc., it being determined that Solaris is the lowest responsible and responsive bidder, in the sum of $637,500, plus the sum of $41,625 for Heat Trace Alternate for a total amount of $679,125 subject to:

1. WJE’s approval of Infrared surveyor.
2. WJE’s approval of reports regarding proposed means and methods for mechanical unit lifting.
3. Contractor’s written confirmation of its responsibility to employ a ground mounted crane or other alternative means for lifting the mechanicals if required by WJE at no additional cost to the Park District.
4. Contractor’s written confirmation that the working period for the required mock up may take longer than projected and must be completed prior to commencement of construction at no additional cost to the Park District.
5. The Glen Ellyn Park Board approval of Owner-Contractor Agreement.
Roll Call: Aye: Commissioners Nephew, Dunn, Aubrey, Cornell, Kinzler, Mayo, and President Creech.
Nay: None.

Motion Carried.

Lake Ellyn Park Master Plan Firm Recommendations
Director Harris addressed the Board and explained the process for the master plan and the Park District had received 14 submittals and six were interviewed. He told the Board that the selection team had chosen Conservation Design Forum and that staff and the selection team would like to begin negotiating with Conservation Design Forum.

Commissioner Cornell moved, seconded by Commissioner Dunn, to confirm selection of Conservation Design Forum (CDF) as the top ranked candidate, and directed staff to proceed with contract negotiations with said firm, or Lake Ellyn Park Master Plan professional design services, in accordance with applicable selection procedures of the RFQ.

Roll Call: Aye: Commissioners Cornell, Dunn, Aubrey, Nephew, Kinzler, Mayo, and President Creech.
Nay: None.

Motion Carried.

Director’s Report
Director Harris gave compliments to the parks department for getting the parks prepared, and that they have received compliments on the baseball fields.

Superintendent Esposito announced that the spring/summer brochure is out and it is the largest brochure to date.

Superintendent Scarmardo announced there was a work day at Village Green Park which had over 20 volunteers to help clean up the ballfields.

Commissioners Report
Commissioner Cornell thanked Director Harris for facilitating an excellent process for the Lake Ellyn Master Plan, and also thanked Renae Frigo for her input.

Commissioner Dunn complimented Facility Manager Kroger on the Ackerman Business Plan.

Commissioner Mayo thanked Don St. Clair and the rest of the members of the Finance Committee for all of their hard work. He also thanked Director Harris and Recreation Supervisor Berry for putting together the youth lacrosse clinic on Sunday, April 1 at Memorial Field, and that the first college lacrosse game will be held that day at Memorial Field prior to the clinic.
Commissioner Kinzler commented what a phenomenal group the Finance Committee is and thanked them for all of their hard work. He was also happy to see that Wheaton College is using Ackerman at 6:30 am, during the week.

Adjourn
There being no further business, Commissioner Mayo moved, seconded by Commissioner Nephew, to adjourn the Regular Meeting at 8:37 p.m.

Motion Carried.

Respectfully submitted,

Katherine Wendland
Board Secretary