I. Call to Order
President Nephew called the meeting to order at 7:05 p.m.

II. Roll Call of Commissioners
Upon roll call, those answering present were Commissioners Pierce, Mayo, Wilson and President Nephew. Commissioner Kinzler and Commissioner Creech were absent. Commissioner Cornell arrived at 7:12 p.m.

Staff members present were Executive Director Harris, Superintendent of Parks & Planning Hopkins, Superintendent of Recreation Esposito, Marketing & Communications Supervisor O’Kray, and Executive Assistant Dikker.

III. Pledge of Allegiance
President Nephew led the Pledge of Allegiance.

IV. Changes to the Agenda
None.

V. Public Participation
None.

VI. Voucher List of Bills Totaling $240,247.91
Commissioner Mayo moved, seconded by Commissioner Pierce, to amend and pursue discussion of the Voucher List of Bills totaling $240,247.91 and remove payment to Dinsmore & Shohl in the amount of $16,530.59 from the presented voucher list.

The Board then held a brief discussion stating that Commissioner Kinzler, who was not present at the meeting, would like time to review and discuss this presented invoice prior to approving payment.


Commissioner Mayo then moved, seconded by Commissioner Pierce, to approve the amended Voucher List of Bills now totaling $223,717.32.
Roll Call: Aye: Commissioners Mayo, Pierce, Wilson and President Nephew. 
Nay: None. 

Motion Carried.

VII. Upper Newton Field Turf Installation Payout Request #1
Superintendent of Parks and Planning Hopkins discussed the installation of the synthetic turf at Newton Park over the last few weeks. He stated that the g-max test was conducted, which measures the shock-attenuation performance of the sports surface which is the fundamental tool of athletic field testing, and the results were excellent. Hopkins then stated that there are a few items remaining on the punch list regarding the perimeter area just beyond the field. This past weekend marked the first official usage of the field and the feedback was excellent.

The Board had a brief discussion of the turf praising the project and commending staff in bringing this asset to the community.

Hopkins stated that staff recommends placing the payout request #1 for the FieldTurf Synthetic Turf Product and Installation in the amount of $320,329.14 on the consent agenda for the Regular Board meeting on September 15, 2015 and the Board concurred.

VIII. Glen Ellyn Park District Policies Updates and Review
Superintendent of Finance & Personnel Cinquegrani stated that at the direction of our Park District Risk Management Association (PDRMA) and our triennial Loss Control Review, the District has been directed to update several policies within our Policy Manual and our Safety Manual in order to remain current and compliant.

It was said that the purpose of our Loss Control Review (LCR) is to engage in a continuous effort to evaluate, develop, maintain, and enhance risk management best practices within the membership.

The Glen Ellyn Park District was directed to update the following policies; Technology and Cyber Liability Policy, the Land Acquisition and Environmental Review Policy, the Drug Free Workplace Policy, the Alcohol and Drug Abuse Policy, the adaptation of an Alcohol and Drug Procedures for CDL Employees Policy, the Communicable Disease Policy and Bloodborne Pathogens Program and the Hazard Communications Policy. Executive Director Harris stated that all policies have been aligned with PDRMA standards and have been reviewed by Park District counsel and the policies presented reflect counsel’s recommendations

Staff recommended placing the request for approval of the stated policy changes on the consent agenda for the September 15th Regular Meeting. The Board had a brief discussion and agreed to advance to consent agenda of the next Board meeting.

IX. Capital Forecasting in relation to Lake Ellyn Improvement Project
In anticipation of the Park Board reviewing bid results for the Lake Ellyn Park improvements, Superintendent of Finance & Personnel Cinquegrani presented an updated capital project
forecast providing an overview of planned funding mechanisms and future financial commitments for the park district. Cinquegrani discussed that in working with the Citizens’ Finance Committee financial forecasts have been prepared using total Park District funds as opposed to forecasting individual funds. He then discussed the components of the Capital Project Funds along with the capital inflows and capital availability through the years 2024 within three year increments.

The Board discussed the overview and looks forward to further discussion at the Strategic meeting that is to take place within the next two months.

X. Lake Ellyn Park Improvement Bid Results and Approval
Following ongoing discussion and refinement regarding the Lake Ellyn Park Improvement bid results over the past several months, Executive Director Harris stated that the Board has come to a consensus on the following elements of the Lake Ellyn Park Improvement Project - moving forward on the base bid which includes the Boathouse restoration, dock improvements, exterior landscape including patios and rain gardens, flood control wall and improvements beyond the exterior of the wall including the dumpster/mechanical area, reducing the paver area near circle drive, including the construction of the playground restrooms and replacing the entire Boathouse roof rather than 30% repair of existing roof. Elements not included in the scope of the project were the central corridor permeable paved path, Lenox Road sidewalk, north and south walkway, vegetative restorer, fishing pier and playground infrastructure.

Wight Construction Inc., which was commissioned in July of 2015 to perform construction management services for the Lake Ellyn Park improvement project, has been working collaboratively with Conservation Design Forum and Farr and Associates and divided the total scope of the work into twenty one project bid packages. Harris stated that on July 28, 2015 the bid packages were due with 17 out of 21 ready for contract approval at the September 1, 2015 Workshop meeting. Three bid packages were removed from the scope and one bid did not receive any bids and is currently being negotiated with multiple vendors with an allowance reserved for that element. It was stated that funds are allocated within the Capital budget to cover project costs in 2015 and that the 2016 Capital Budget is proposed to include funds to support the remaining construction activities and professional services associated with project development. The Guaranteed Maximum Contract (GMAX) will be $2,822,682.50 which includes construction activities ($2,141,075), professional services ($425,000) and contingency ($256,607.50).

Harris explained that after thorough review conducted by the construction management team of the recommended contactors, all references expressed that the contractors were reliable and completed contract work to the highest degree of satisfaction and were recommended as the lowest responsive and responsible bidders.

The Board held discussion of the bids presented and briefly discussed the results from the Architectural Review Commission with the Village of Glen Ellyn. After this discussion,
Commissioner Cornell moved, seconded by Commissioner Wilson, to award the contracts(s) for the Lake Ellyn Park Improvement Project to the following:

- **Bid Package #1** Demolition for the Lake Ellyn Park Improvement project to Green Demolition in the amount of $127,000
- **Bid Package #2a** Excavation for the Lake Ellyn Park Improvement project to Hoppy’s Landscaping in the amount of $106,691
- **Bid Package #2b** Utilities for the Lake Ellyn Park Improvement project to Adler Plumbing in the amount of $58,000
- **Bid Package #3** Concrete for the Lake Ellyn Park Improvement project to Lindblad Construction in the amount of $119,100
- **Bid Package #4** Carpentry for the Lake Ellyn Park Improvement project to DBM Services in the amount of $292,900
- **Bid Package #6** HVAC for the Lake Ellyn Park Improvement project to Hartwig Plumbing and Heating in the amount of $129,694
- **Bid Package #7** Electrical for the Lake Ellyn Park Improvement project to Richmond Electric in the amount of $373,700
- **Bid Package #8** Plumbing for the Lake Ellyn Park Improvement project to Adler Plumbing in the amount of $107,000
- **Bid Package #9** Roofing for the Lake Ellyn Park Improvement project to Filotto Construction in the amount of $129,200
- **Bid Package #10** Flooring for the Lake Ellyn Park Improvement project to TSI Commercial Flooring in the amount of $30,519
- **Bid Package #11** Fire Protection for the Lake Ellyn Park Improvement project to Nelson Fire Protection in the amount of $27,592
- **Bid Package #12** Steel for the Lake Ellyn Park Improvement project to McKinney Steel and Sales in the amount of $92,325
- **Bid Package #13** Pavers for the Lake Ellyn Park Improvement project to CR Schmidt in the amount of $79,750
- **Bid Package #14** Fencing for the Lake Ellyn Park Improvement project to Action Fence in the amount of $22,900
Bid Package #15 Landscaping for the Lake Ellyn Park Improvement project to Allied Landscaping in the amount of $140,800

Bid Package #18 Masonry for the Lake Ellyn Park Improvement project to J and E Masonry in the amount of $196,275

Bid Package #20 Painting for the Lake Ellyn Park Improvement project to Oosterbahn and Sons in the amount of $30,520

Bid Package #21 Kitchen Equipment for the Lake Ellyn Park Improvement project to Great Lakes West in the amount of $7,109

Bid Package #5 Windows for the Lake Ellyn Park Improvement project no bids were received. Owner will negotiate with responsible and qualified suppliers. $70,000 allowance only for windows (installation included within carpentry bid)

Bid Package #16 Playground Equipment for the Lake Ellyn Park Improvement project to Green-Up Landscape in the amount of $192,660 is rejected as result of reduction of project scope

Bid Package #17 Boat Dock for the Lake Ellyn Park Improvement project to Floatation Docking Systems in the amount of $47,405 is rejected as result of reduction of project scope

Bid Package #19 Vegetative Restorer for the Lake Ellyn Park Improvement project no bids were received. Item has been removed from project scope

Roll Call: Aye: Commissioners Cornell, Wilson, Pierce, Mayo and President Nephew. Nay: None.

Motion Carried.

XI. Construction Management Services for Lake Ellyn Improvement Project
Executive Director Harris discussed that the Glen Ellyn Park District approved at a Special Meeting on June 24, 2015 to engage Wight Construction, Inc. as the Construction Manager for the Lake Ellyn Park Improvement project. The agreement for preconstruction/construction services plus reimbursable for layout, mobilization, on-site supervision, administrative expenses, etc. was not to exceed $110,000. Also, it was determined that in the best interest of the Glen Ellyn Park District, it would be beneficial to have a “Guaranteed Maximum Price” (GMAX) to confirm the project budget and scope once the bids were received, approved and awarded. Harris explained that an amendment representing that total is now being presented to the Board for approval. The GMAX is a guaranteed maximum cost with contingency included.
The GMAX amount of $2,822,682.50 includes construction activities ($2,141,075), professional services ($425,000) and contingency ($256,607.50) based on the bids awarded and approved prior at this evening’s Board meeting on September 1, 2015.

The Board held a very brief discussion of the amended construction management services agreement with Wight Construction, Inc. and Commissioner Cornell moved, seconded by Commissioner Mayo, to approve the amended construction services contract with Wight Construction, Inc. to include a Guaranteed Maximum Price of $2,822,682.50 for the Lake Ellyn Park Improvement Project.

Roll Call:  Aye:  Commissioners Cornell, Mayo, Pierce, Wilson and President Nephew.  
             Nay:  None.

Motion Carried.

XII. Director’s Report
Executive Director Harris reported that feedback from the weekend’s programs at Newton Park were excellent. He exclaimed that it was nice to see a project that has been discussed and debated over the last 3-4 years to have a wonderful end result. Harris reminded Park Board Commissioners to review their schedule for the upcoming Strategic session dates. Harris also discussed the events held over the last couple of weekends where the Park District has participated and/or contributed towards including the Art Festival at Maryknoll Park to the Backyard Barbecue held in downtown Glen Ellyn. Harris also thanked Commissioners Cornell and Wilson for attending the Architectural Review Commission and the Village of Glen Ellyn and staff for providing direction in relation to the Lake Ellyn Improvement project.

Superintendent of Recreation Esposito reminded everyone that it is the final weekend at Sunset pool and the splashpad and that Maryknoll will be open on weekends through October.

Superintendent of Parks and Planning Hopkins stated that construction fencing will be going up the day after Labor Day and prepping will begin within the park along with the permitting process for the Lake Ellyn Park improvement project.

XIII. Commissioners’ Reports
Commissioner Cornell said she attended and enjoyed the Arts Festival at Maryknoll Park. Cornell also thanked the consultants and staff for providing answers during the Architectural Review Commission meeting. Cornell appreciated everyone for their time and consideration for the Lake Ellyn Improvement project and looks forward to the start of the project. Commissioner Pierce was thankful for the completion of the turf project and looks forward to the Lake Ellyn project. Commissioner Mayo believes the turf is a wonderful addition to the community and stated that all can be proud of their efforts as one project came to fruition and the next project is just beginning. Commissioner Mayo also thanked Superintendent of Finance Cinquegrani for his presentation on the long-term financial forecast. Mayo would like to challenge the Park District to partake in the Bike Safety quiz that was discussed this summer.
within the Village of Glen Ellyn. He shared that the quiz can be found at www.bikesafetyquiz.com. Commissioner Wilson thanked staff for the Boathouse renovation and in the extra details of this project to preserve the historic element. President Nephew looks forward to celebrating the opening of the Lake Ellyn Park improvement project.

XIV. Adjourn
There being no further business, Commissioner Pierce moved, seconded by Commissioner Wilson to adjourn the Workshop Meeting at 8:35 p.m.

Roll Call:  

Aye:  Commissioners Pierce, Wilson, Cornell, Mayo and President Nephew.
Nay:  None.

Motion Carried.

Respectfully submitted,

Kimberly Dikker
Board Secretary