

Regular Meeting Highlights March 18, 2020

ACKERMAN PARK PHASE IV IMPROVEMENT PROJECT PAYOUT REQUEST #9

Executive Director Harris presented the Ackerman Park Phase IV Improvement Project Payout Request #9 from Wight Construction and discussed the status of the project. Following a brief discussion, the Park Board of Commissioners approved Wight Construction payout request #9 for the Ackerman Park Phase IV Improvements-Construction Management Services in the amount of \$16,422.32.

MARYKNOLL ASPHALT BID RECOMMENDATION

Project Manager Troia stated on February 14th, the Glen Ellyn Park District publicly noticed invitations for bid for the Maryknoll Park Parking Lot Improvements which were included within the 2020 budget.

The project includes a mill and overlay of the entire parking lot, underdrain improvements to extend the longevity of the surface, and striping to match the existing layout. Entrance pavers will be repaired along with additional joint filler and parking lot sidewalks will be evaluated and repaired as necessary but will be separate from this contract. Troia noted this work will be performed after Labor Day in accordance with the bid documents.

The bid opening was conducted on Friday, March 6th, at which time fourteen (14) sealed bids were received, opened, and read aloud. The letting was well received and competitive.

A Lamp Concrete Contractors, Inc. submitted a lump sum bid of \$126,400, significantly lower than the Budget amount of \$300,000. A Lamp's bid submittal was vetted and found to be complete and references were verified and found to be favorable. Additionally, A Lamp Contractors is a pre-qualified prime contractor with the State of Illinois for IDOT projects.

The Park Board held a brief discussion of the project and following, the Park Board awarded the Maryknoll Park Parking Lot Improvements bid to A Lamp Concrete Contractors, Inc. as the lowest responsive and responsible bid for the amount of \$126,400.

COMMUNITY WIDE ATTITUDE & INTEREST SURVEY RFP RECOMMENDATION

Executive Director Harris discussed the request for proposal (RFP) process that the District held previously for the Community Wide Attitude & Interest Survey. Harris said that after a thorough review and interview process with his management team, aQuity Research out of Evanston, IL. was unanimously recommended. The firm's proposal was excellent, and they have conducted several comparable surveys for many Chicagoland Park Districts. Finally, their fee of \$24,850 was within budget.

However, with that said, staff recommends deferring the survey until at least 2021 for the following reasons:

- Timing – the community has other priorities and concerns. Even once life gets back to “normal”, residents will be focused on other items
- Fall – would conflict with the general election and census efforts
- Cost –As the District will be faced with unprecedented expenses including refunds, loss of revenue, ASFC decline, the survey is a want not a need at this time

Harris did say that aQuity Research would hold their price for twelve (12) months. After a brief discussion all Commissioners were in agreement that this project be deferred.

2019 ANNUAL REPORT

2019 was the sixth year that the District has provided an Annual Report of the District to the community. Over the years the report has become much more streamlined and provides a readable, understandable and brief snapshot of the District’s year in review for the community. It is distributed through two District wide eblasts, available on the District website and posted on the District social media sites.

Director Harris briefly discussed the 2019 Annual Report which highlight’s the past year’s financial results and achievements, special events and programming, athletic and community events, partnerships and collaborations, distinguished volunteers along with upcoming projects for 2020. The Park Board had a brief discussion and commended the Park District on providing the community with relevant and worthwhile summary in a logical and transparent manner.

CORONAVIRUS (COVID-19) DISTRICT UPDATE

Executive Director Harris provided an update on the District’s challenges and efforts regarding the Coronavirus. A current status of the District was provided including a list of facilities that are currently closed along with those that remain open at this time - Spring Avenue Dog Park, platform tennis courts, tennis and pickleball courts, parks and playgrounds and the front office of the Spring Avenue Recreation Center. Harris stated that the Boathouse is open on a case by case basis as most are cancelling their events. Harris provided information on signage that is being created to further educate the public regarding gathering on athletic fields, playgrounds and parks. Harris stated all phone centers have been adjusted so that calls can be properly directed.

Superintendent of Recreation Esposito discussed that the refund policy would be reviewed on a program by program basis after April 6th. Esposito then stated that summer registration opened this past Sunday and experienced more registrations than a year ago.

Superintendent of Finance & Personnel Cinquegrani reviewed the preliminary financial forecast of the District based on the effects of the Coronavirus. The financial forecasts were being formulated on three assumptions - one with programs/facilities/events closed through April 20th, one with programs/facilities/events closed until the end of the school year and one with programs/facilities/events closed through July 4th. Cinquegrani also provided information regarding various projects that will be deferred and their financial savings (\$700,000+). The Park Board held a lengthy discussion of the financial models and directed staff to add one additional assumption based on no programs/activities/events from now until the end of summer.

Executive Director Harris then briefed the Board on various items that staff is currently doing to continue to engage the community, such as E-learning for preschool, promoting a Shamrock Hunt within the community, and providing virtual fitness classes to the District. Harris said staff continues to maintain all Parks, properties, athletic areas and are preparing all seasonal facilities as well.

Discussion on future Board Meetings ensued and Director Harris said communication will be relayed as the situation evolves and the Board will be apprised accordingly.