

**Glen Ellyn Park District
Board of Commissioners
Regular Meeting
September 16, 2008
185 Spring Avenue
7:00 p.m.**

Agenda

- I. Call to Order**
- II. Roll Call of Commissioners**
- III. Pledge of Allegiance**
- IV. Changes to the Agenda**
- V. Consent Agenda:** All items in Section V are included in the Consent Agenda by the Board and will be enacted on by one motion. There will be no separate discussion of these items unless a Board Member so requests, in which event the items will be removed from the Consent Agenda
 - A. Minutes: August 19, 2008 Regular Meeting
September 2, 2008 Workshop Meeting
 - B. Treasurer's Reports
 - C. Voucher List of Bills Totaling \$1,001,918.21
 - D. EarthWerks, Inc. Village Green Project Phase II Pay Request #2 for \$167,220.00
 - E. Corporate Construction MSRC Project Final Pay Request #7 for \$218,223.88
- VI. Public Participation**
- VII. Unfinished Business**
 - A. Ackerman Park Sports Complex
 - 1. Reject Bids for Four Trades
 - 2. Award Bids for Twelve Trades
 - B. Award Village Green Park OSLAD Grant Lighting Bid
- VIII. New Business**
 - A. Lauterbach & Amen Presentation of 2007/2008 Audit
 - B. Main Street Recreation Center Roofing Project
 - C. Pooper Scoopers, Inc. Proposal for SARC Dog Park
 - D. Western DuPage Special Recreation Assoc. - September Executive Summary
- IX. Matters from Staff**
- X. Matters from Commissioners**
- XI. Adjourn to Executive Session Meeting**

**Glen Ellyn Park District
Board of Commissioners
Regular Meeting Minutes
185 Spring Avenue
September 16, 2008**

Call to Order

President Taylor called the Regular Meeting to order at 7:00 p.m.

Roll Call of Commissioners

Upon roll call those answering present were Commissioners Jourdan, Minogue, Schoen, Hess, Aubrey and President Taylor. Absent: Commissioner Dallman

Staff members present were Executive Director Atwell, Executive Assistant Sesto, Superintendent of Parks Scarmardo, Superintendent of Finance & Personnel Woods and Communication & Marketing Supervisor Talenco. Attorney Adams was also present.

Pledge of Allegiance

President Taylor led the Pledge of Allegiance.

Changes to the Agenda

None

Consent Agenda

Commissioner Schoen, moved, seconded by Commissioner Hess, to approve the Consent Agenda. Items on the Consent Agenda for approval were Minutes of the August 19, 2008 Regular Meeting and September 2, 2008 Workshop Meeting; Treasurer's Report, Voucher List of Bills Totaling \$1,001,918.21; EarthWerks, Inc. Village Green Project Phase II Pay Request #2 in the amount of \$167,220.00 and Corporate Construction MSRC Renovation Project Final Pay Request in the amount of \$218,223.88.

Roll Call: Commissioners Schoen, Hess, Aubrey, Jourdan, Minogue, and President Taylor

Nay: None Motion Carried

Public Participation

Ms. Melissa Creech, 697 St. Charles Road, addressed the Board saying she was pleased when she received a letter from the Park District stating that Park District preschool programs are peanut free and only snacks provided by the Park District are allowed in preschool classes. She recently learned her daughter has a peanut allergy and had enrolled her daughter in the 2+ Preschool program at Spring Avenue Recreation Center.

Unfinished Business

Ackerman Park Sports Complex

Superintendent Scarmardo presented the Board the results of the August 19, 2008 bid opening for the Ackerman Park Sports Complex at their September 3 Workshop Meeting. At that time staff recommended awarding some bids and rejecting bids where only one bid was received or were over the architect's estimate. Trades where bids were rejected will be rebid as well as trades where no bids were received.

Staff recommended rejecting bids received for Landscaping, Painting, Excavation, Site Utilities, Glazing, Overhead & Specialty Doors and Lockers. Staff recommended the Board award the following trade

packages to the lowest qualified bidder: Fire Protection System, Electrical, Carpentry, Synthetic Sports Flooring, Climbing Wall System, Artificial Grass Turf, Masonry, Wood Flooring, Bleachers, Concrete, HVAC, Plumbing, Athletic Equipment and Steel.

Commissioner Schoen asked if staff had worked with any of the bidders in the past or had they been well recommended.

Bryan Reiser of Professional Building Services (PBS) stated they had worked with many of the bidders in the past and all bidders are required to fill out an AIA 305 Form for reference information and provide a performance bond. His office contacted references and all came back well.

President Taylor asked if the contractors would be providing performance bonds and Mr. Reiser said they would.

President Taylor asked where the synthetic sports flooring would be going and if rebidding the excavating portion of the plan would delay the start of the project.

Superintendent Scarmardo explained that the synthetic sports flooring would be going on the elevated track.

Mr. Reiser stated that excavation is the first thing that has to be done and felt as long as they stick to the plan as to when the bids are due to be open a decision for awarding the bids could be made and a contract let right away. The project can begin as soon as the Village allows.

Director Atwell commented that he had conversation with the Village recently and was told it would not be an issue to get an early permit for excavation and concrete. The notice of bid for the trades being rebid will be in the newspaper on September 17 with bids due September 29. Staff will present the Board a recommendation for awarding the bids at a Special Meeting on Tuesday, October 7.

Commissioner Hess moved, seconded by Commissioner Jourdan, to reject all Ackerman Park Sports Complex bids received for Landscaping, Painting, Excavating, Site Utilities, Glazing, Overhead & Specialty Doors and Lockers and rebid those trades.

*Roll Call: Aye: Commissioners Hess, Jourdan, Minogue, Schoen, Aubrey and President Taylor
Nay: None Motion Carried*

Staff had originally recommended to award the bid for Synthetic Sports Flooring to Dynamic Sports Construction, in the amount of \$47,830.00. After further review of their bid it was determined that they did not meet specifications.

Commissioner Hess moved, seconded by Commissioner Schoen, to award trade packages to the low qualified bidders as stated in staff's report, page 47, with the exception of the bid for synthetic sports flooring to be awarded to Floors, Inc. in the amount of \$49,900, for a total bid amount of \$5,810,365.5 with the alternates of \$193,400. (Page 47 of Staff's report is attached to the minutes.)

*Roll Call: Aye: Commissioners Hess, Schoen, Minogue, Jourdan, Aubrey and President Taylor
Nay: None Motion Carried*

Award Village Green Park OSLAD Grant Lighting Bid

Superintendent Scarmardo reported that as the Board may recall, two bid packages for the Village Green OSLAD grant project were opened on June 24, 2008. The excavation bid package was awarded to EarthWerks, Inc. The low bidder for the electrical package was Barton Electric at \$217,002. That bid was

not awarded due to the limited funds available for capital projects.

Since that time it has been determined that the electrical work is now necessary to complete due to the fact that many of the buried lines would be very difficult to access in the future to install lights because of all the planned improvements in the park. In addition, the cost to install the lines would be astronomical because of the need to directionally bore the lines from the shelter versus open trenching the lines throughout the park.

Having the work completed during the excavation stage of the current project will save several thousand dollars and completing the lighting portion of the project will be a benefit to the children of the community by having additional lighted fields and safety pathway lighting. Glen Ellyn Baseball has committed to contribute \$180,000 to the cost for lighting through concession sales and fund raising.

Staff recommended the Board award the baseball field and pathway lighting project to the low bidder, Barton Electric, for \$217,002.

Commissioner Jourdan moved, seconded by Commissioner Schoen, to award the bid for the lights at Village Green to the low bidder, Barton Electric, in the amount of \$217,001.

*Roll Call: Aye: Commissioners Jourdan, Schoen, Hess, Aubrey, Minogue and President Taylor
Nay: None Motion Carried*

New Business

Lauterbach & Amen Presentation of 2007/2008 Audit

Ms. Kristin Kazenas, Manager of Audit Services, presented the 2007/2008 Audit. Ms. Kazenas reported that the Park District received an unqualified opinion, which is the highest level opinion the Park District can receive.

There are changes in the report format from last year because this year the report will be presented to the Government Finance Officers Association for their certificate of achievement in financial reporting. That award is given to governments who are able to demonstrate the highest level of quality in their fiscal reporting.

Ms. Kazenas pointed out that the financial position of the Park District is strong and fund balances have continued to remain strong and healthy. One item of note was this year the Park District's interest earnings were over \$734,000. Superintendent Woods and her staff have managed to invest idle funds well, conservatively, and achieve a good return.

President Taylor thanked Ms. Kazenas for her presentation and concurred with her analysis of the work that Superintendent Woods and her staff do.

Commissioner Jourdan moved, seconded by Commissioner Hess, to accept the comprehensive annual audit for fiscal year ending April 30, 2008 as prepared by Lauterbach & Amen.

*Roll Call: Aye: Commissioners Jourdan, Hess, Aubrey, Minogue, Schoen and President Taylor
Nay: None Motion Carried*

Main Street Recreation Center Roofing Project

Superintendent Scarmardo provided the Board a copy of a letter recently sent to the roofing contractor for the Main Street Recreation Center renovation project. The letter points out concerns with ponding issues. The purpose of the letter was to put the roofer on notice that if there are issues in the future with any of the ponding areas the roofer, J.L. Adler Roofing, will be responsible for repairs.

Even though the roof has been certified by W. P. Hickman, roofing consultant and manufacturer's representative, there is ponding around the rooftop units and drains. There is a 12" galvanized curb around the units so they should not be affected. The problem was pointed out several times during the project and Adler Roofing did repairs and repitched the roof however, several areas of the roof have standing water puddles after a normal rainfall. Until the issues have been corrected the check for the roofing contractor will not be released.

Superintendent Scarmardo reported that the construction manager, Corporate Construction, will be providing staff with names of independent roofing consultants to hire to conduct an inspection of the roof.

Attorney Adams commented that if an outside consultant reviews the condition of the roof and finds that the install was not according to specification, the Park District has a firm and solid basis to withhold payment and demand that remedy be made. If not, the payment must be released.

Pooper Scoopers, Inc. Proposal for SARC Dog Park

Marketing & Communications Supervisor Talenco reported that as a result of the Poochpalooza event held at Spring Avenue Recreation Center, staff was approached by a participating vendor regarding a sponsorship of the dog park. The vendor has proposed that her company clean the park in exchange for the opportunity to promote her business to dog park permit holders.

Pooper Scoopers, Inc. would walk the dog park every other week to clean dog waste. In return the vendor asks that the Park District allow her to mount an aluminum sign to the existing poop bag dispensers, mount two to three 3'x3' banners along the inside of the chain link fence and mount a weatherproof brochure holder. Ms. Kandra Witkowski, owner of Pooper Scoopers, Inc., estimates the value of the cleaning service to be \$80 per visit or \$2,080 per year.

Director Atwell recommended that staff negotiate the numbers with Ms. Witkowski as well as where the signs would be placed.

Attorney Adams suggested the Board include a proviso in any agreement that the Park District reserves the right to reject the sign. The Park District would participate in what the sign looks like and where it would be located.

Commissioner Hess commented that he would like to know the size of the aluminum sign and did not think any banners should be allowed as the Park District doesn't allow advertising at any facilities. He did not see any reason to have a 3'x3' banner saying Pooper Scoopers on the fence at the dog park and felt a weather proof sign holder on the three bag dispensers would allow for plenty of exposure. As far as the \$80 provision every two weeks, in the winter there will be many weeks where she will not be able to remove waste.

President Taylor agreed with Commissioner Hess regarding not allowing banners.

Commissioner Minogue commented that Ms. Witkowski would be out there because of the people who don't pick up after their dogs so the people who get the bags aren't the people she is trying to reach. She did not have a problem with placing banners on the fence as long as how it looks and where the banners are placed are within the Park District's parameters. She felt it was a good service to have.

Commissioner Hess did not want to encourage people to not pick up after their dogs by having a service to clean the waste.

Commissioner Schoen was concerned that the Park District would be setting a precedent allowing the banners. Others will want to put banners in parks.

Commissioner Jourdan was also not in favor of the banners and questioned whether it was a necessary service as removal of the waste is the responsibility of the dog owners.

Attorney Adams commented that he had seen a lot of very positive sponsorship activities by park districts in recent years. There are a lot of things that go into a sponsorship relationship and a lot of implications to a relationship. He suggested that he get a chance to work with Ms. Talenco to give her input in terms of contract terms and associational issues. There could also be zoning issues that should be looked into and the Park District has an ordinance against signs in parks.

Commissioner Schoen moved, seconded by Commissioner Minogue, that the item be tabled until staff has an opportunity to discuss it with Attorney Adams and check the Village code for zoning issues regarding signs as well as the Park District's own sign ordinance. *Motion Carried*

Western DuPage Special Recreation Association - September Executive Summary

The executive summary is provided to WDSRA member park district boards to keep them up to date on association business.

Matters from Staff

Director Atwell reported the Naperville Park District hired Ray McGury, former Police Chief of Bolingbrook, as their Director. He and other area park district directors will meet with him next week.

Commissioners had asked Director Atwell how Glen Ellyn Park District Golden Eagles Football was chosen for a Big 10 Football commercial. Director Atwell felt Glen Ellyn was chosen because three of the partners of Media Works live in Glen Ellyn.

Superintendent Scarmardo reported on the recent flooding at Lake Ellyn and Lake Foxcroft saying the Park District did not experience a lot of damage. Staff has been working hard cleaning up the parks. Superintendent Scarmardo also reported that the agility equipment had been installed in the SARC dog park.

Matters from Commissioners

Commissioner Hess thanked staff for all their work with the recent flooding. He went by a couple of the stormwater detention areas after the recent flood event and the large detention area at Ackerman Park was totally dry as was the detention area at Five Corners. The detention area at SARC was full and working for the residents. His point was that some of the facilities that the Park District was required to put in grass areas that could be fields were dry.

Director Atwell commented that Superintendent Scarmardo checked the detention areas in Maryknoll Park and they were dry also.

Commissioner Schoen asked if the detention areas were unnecessary or not functioning.

Director Atwell said the SARC detention area worked very well but the Park District was required to install a 9 acre feet area in Maryknoll. He felt the Village and County were attempting to solve flooding problems for the entire area and it is obvious that it didn't need to be solved or they would have been full of water. He did not feel it was necessary to have a 9 acre hole in Maryknoll Park.

Commissioner Hess commented that it costs the Park District additional money to add stormwater detention areas to park plans.

Commissioner Aubrey commented that the August numbers for the splash pad and miniature golf course were outstanding. The park has finally turned into a family destination park which is what they wanted it to be.

Commissioner Jourdan stated that he drove around to look at the parks after the flooding and the only problem he saw was Lake Foxcroft. He walked in the ALS Walk in honor of Commissioner Schoen and the shirts had the Park District logo for being a sponsor. That made him very proud to be a part of the Park District organization.

Commissioner Minogue congratulated Superintendent Woods on a great job with investments and the audit.

Commissioner Schoen congratulated the Parks Department for a job well done in cleaning up the parks after the flooding and congratulated Superintendent Woods. He also thanked the Board for their support of the ALS Walk.

President Taylor congratulated Superintendent Woods and said he also participated in the ALS Walk and considered it an honor to do so.

Adjourn to Executive Session

At 7:55 p.m. Commissioner Schoen moved, seconded by Commissioner Minogue, to adjourn to Executive Session pursuant to Section 2(c)(5) of the Open Meetings Act, "discussion of the purchase or lease of real property for the use of the District, including discussion of whether a particular parcel should be acquired" and 2(c)(6) "setting of a price for the sale or lease of property owned by the District."

Roll Call: Aye: Commissioners Schoen, Minogue, Jourdan, Hess, Aubrey and President Taylor
Nay: None Motion Carried

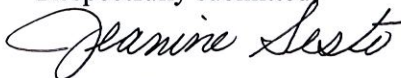
Reconvene the Regular Meeting

The Regular Meeting reconvened at 8:35 p.m.

Adjourn

There being no further business Commissioner Schoen moved, seconded by Commissioner Minogue, to adjourn the Regular Meeting at 8:35 p.m. Motion Carried

Respectfully submitted,



Jeanine Sesto
Board Secretary

Attachment to 09/16/08 Meeting Minutes

Trade	Contractor
<i>Landscaping</i>	Cooling Landscape Contractors
	O'Donovan and Son Landscaping
	Westwood Landscape Contractors
<i>Painting</i>	Midwest Decorating
	Pacific Painting
<i>Excavating</i>	J.S. Reimer Excavation
<i>Site Utilities</i>	Dawn Companies
	Neri Brothers Construction
	TBS Construction and Excavating
<i>Glazing</i>	3F Corporation
<i>Overhead & Specialty Doors</i>	Door Systems
<i>Lockers</i>	Lyon Workspace Products

Staff would further recommend the Board of Commissioners award the following trade packages to the lowest qualified bidder:

Contractor	Trade	Bid Amount	Alternates
Absolute Fire Protection	Fire Protection System	\$ 121,000.00	
Associated Electrical Contractors	Electrical	747,500.00	\$ 17,400.00
Cosgrove Construction	Carpentry	537,000.00	31,500.00
Enterprises Climbing Walls	Climbing Wall System	230,893.00	
Field Turf USA	Artificial Grass Turf	116,398.50	
Floors, Inc.	Synthetic Sports Flooring	49,900.00	
G. Porter and Company	Masonry	856,400.00	
Haldemann / Hamme	Wood Flooring	187,000.00	
Korellis Roofing	Roofing	32,274.00	
Larson Company	Bleachers	47,282.00	
Manusos General Contracting	Concrete	498,000.00	18,400.00
Mechanical Concepts	HVAC	502,000.00	50,150.00
MG Mechanical	Plumbing	235,000.00	
SportsCon	Athletic Equipment	218,692.00	
T.A. Bowman	Steel	\$1,463,300.00	76,000.00
	Total	\$5,810,365.50	\$193,450.00