

## **Elmhurst Park District Board of Park Commissioners – Regular Meeting**

Monday, April 8, 2019 – Began at 7:00pm

Attendance: 7 Commissioners, 10 staff, 2 visitors

LWV Observer: A Yeazel

### **1. Call to Order: Pledge of Allegiance**

- a. Roll Call - Vince Spaeth: Excused Absence, Kevin Graf: Present, Doug Ennis: Present, Mary E. Kies: Present, Patricia Morissette-Moll: Present, Tim Sheehan: Present, Carolyn Ubriaco: Present**

### **2. Additions/Deletions/Changes to Agenda – None**

- i. Staff recommend removing item 10a from Closed Session

### **3. Remarks/Correspondence from Visitors - None**

### **4. Committee Reports**

#### **a. Gateway (March 14, 2019)**

- i. Met in March and 30<sup>th</sup> anniversary plans continue for Gateway.
- ii. Board moving along with purchase of 15 passenger van at approx. \$29,000.

#### **b. Sugar Creek Golf Course (March 26, 2019)**

- i. Repair work done on driving range look nearly brand new.
- ii. Junior Golf another successful year, not nearly at capacity.
- iii. Past Saturday (April 6<sup>th</sup>) had 120 rounds of golf played.

### **5. Upcoming Committee Meetings**

- a. Gateway – April 11, 2019**
- b. Sugar Creek Golf Course – April 23, 2019**
- c. Elmhurst Art Museum – May 14, 2019**

### **6. Consent Agenda (UNANIMOUSLY APPROVED)**

- a. Approval of March 8, 2019 Regular Meeting Minutes**
  - b. Approval of March 8, 2019 Closed Meeting Minutes**
  - c. Voucher Lists**
- a. Commissioner Continuing Education & Travel Expense**
- i. Per Board Policy 4.33 Board Travel Expense Policy amended December 12, 2016, the Park Board must approve expenses to be incurred or reimbursed for commissioner attendance at conferences for official business of the Park District or for continuing education

in accordance with the Local Government Travel Expense Control Act (Public Act 99-0604).

- ii. Recommended that the Board of Park Commissioners approve estimated expenses to be incurred by Commissioner Ubriaco totaling \$389 to attend the IAPD Legislative Conference in Springfield, IL on April 30 through May 1, 2019.

**b. Disposal Ordinance O-03-19**

- i. Prior to the disposing or selling of the District's personal property, the Board must approve an ordinance specifying the property being disposed and the method(s) of disposal.
- ii. Recommended that the Board of Park Commissioners approve Ordinance O-03-19 for the disposal of listed items and authorizes the Park Board President and Secretary to execute said ordinance.

**c. 2019-22 Natural Gas Supply Vendor**

- i. In an effort to minimize utility costs throughout the District, Belden Energy Solutions (BES) was engaged to monitor energy market rates and prepare a Request for Proposals (RFP) in order to obtain the lowest cost of natural gas supply for Park District facilities.
- ii. Recommended that the Board of Park Commissioners authorize the Executive Director to seek firm and final pricing from all qualified suppliers on April 9, 2019 and execute the lowest cost supply agreement for a 36-month term.

**7. Board Business- Unfinished (OLD)**

**a. 2018 Year-end Vision 2020 Progress Report (UNANIMOUSLY APPROVED)**

- i. Tracks strategic work plan put together by staff.
- ii. Performance measures used to make sure priorities are being met.
- iii. Accomplished 3 tactics and still working on many others.
- iv. Key finding that customer service has been improved.
- v. At or near target in terms of cost on projects.

**b. 2018 Fourth Quarter Financial Report**

- i. General fund 1% lower than previous year.
- ii. Expenses 16% higher due to budgeted plans.
- iii. Recreation is 5% higher due to increased program revenue.

- iv. Enterprise services up 2%.
- v. Sugar Creek 8% lower due to decrease in rounds related to weather.
- vi. Donations higher than what was budgeted for.

**8. Board Business – NEW**

**a. Wagner Center HVAC Rooftop Unit Replacement Project – (UNANIMOUSLY APPROVED)**

- i. The objective of this project is for the removal and installation of three replacement HVAC rooftop units at the Wagner Community Center.
- ii. Recommended that the Board of Park Commissioners 1) reject bids submitted by Stanton Mechanical of Elk Grove Village, IL and Service 1 of Shorewood, IL as not responsible due to bid specifications not having been followed; (2) award the bid for the installation of three HVAC roof top units at the Wagner Community Center to Core Mechanical of Chicago, IL in the amount of \$44,285; and (3) authorize the Executive Director to execute said contracts accordingly.

**b. Crestview Park Court Resurfacing - (UNANIMOUSLY APPROVED)**

- i. Crestview Park court redevelopment includes the replacement of one tennis court and one roller hockey court with six dedicated pickle ball courts, as well as grinding and resurfacing the existing basketball courts. The courts are at the end of their useful life as illustrated by the Vision 2020 park assessment score of 67 out of 100. This project meets the Park Board's Strategic Plan Theme of Parks – Meet community need for parks, open space, and outdoor amenities. Adding the District's first dedicated outdoor pickle ball courts will expand park offerings and the level of services provided to the community.
- ii. Recommended that the Board of Park Commissioners (1) award the base bid for the Crestview Court Resurfacing Project in the amount of \$164,900 to Chicagoland Paving Contractors, Inc., of Lake Zurich, IL; and (2) authorize the Executive Director to execute said contract. Anticipated completion of October.

**c. Pioneer Park Parking Lot Redevelopment – (UNANIMOUSLY APPROVED)**

- i. Bids were requested for improvements at Pioneer Park parking lot to support park use and address deficiencies identified in the District's ADA Transition Plan. The parking lot has reached the end of its useful life, requiring increased maintenance to keep it functional. The parking lot scored low in the Vision 2020 Park Assessment at 77 out of 100. The proposed new lot will provide an enhanced level of service by adding eleven additional spaces for a total of twenty. Additionally, the proposed new path will enhance safety.
- ii. Recommend that the Board of Park Commissioners (1) reject alternate #1 to construct curb and gutter along drive; (2) award the base bid for the Pioneer Park Parking Lot Expansion Project in the amount of \$127,000 to Chicagoland Paving Contractors, Inc., of Lake Zurich, IL; (3) accept alternate #2 to Seal Coat and Restripe Existing Asphalt Basketball Court in the amount of \$1,500; (4) accept alternate #3 to Furnish and Install the Poligon Porta-Pot Shelter in the amount of \$19,900; (5) authorize the use of \$21,400 realized from prior capital project savings; and (6) authorize the Executive Director to execute said contract totaling \$176,870 accordingly.

**9. Information Items**

**a. Commissioner Announcements**

- i. Elmhurst Art Museum Event to take place on April 27 at 6:00pm.
- ii. Elmhurst Senior Commission Meeting April 10 at 1:00pm at Library.
- iii. Prairie Restoration this Saturday 9-12pm

**b. Future Agenda**

**c. Staff Announcements**

- i. Adults sports league taking registration.
- ii. Spring tree planting bidding opening April 10.
- iii. HR gone out to five job fairs to find seasonal workers and interns.
- iv. All public restrooms are now open.
- v. Old York property tree clearing is almost complete.

- vi. Sled hill project is moving along at Berens.
- vii. Salt Creek Greenway trail project to begin on April 16.
- viii. April 20, kicks off first community event which will be the egg hunt.

**10. Closed Session**

- a. Pursuant to 5ILCS 120/2©(5) for the discussion of the “purchase or lease of real property for the use of the District”
- b. Pursuant to 5ILCS 120/2©(11) for “pending, or probable or imminent litigation against, affecting or on behalf of the District”
- c. Pursuant to 5ILCS 120/2©(1) for the “appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body”

**11. Adjournment – 9:16pm**