



Board of Commissioners
Regular Business Meeting
910 N Gary Ave
Premier Room

April 10, 2023
6:00pm

- 1. Call To Order**
- 2. Roll Call – Pledge of Allegiance**
- 3. Listening Post**
- 4. Closed Session**
 - A. Section 2(c)(11) Pending Litigation
- 5. Action pertaining to closed session**
- 6. Changes or Additions to the Agenda**
- 7. Consent Agenda**

All items listed are included in the Consent agenda. There will be no separate discussion of these items. Members of the public may petition in writing that an item be removed from the Consent Agenda.

 - A. Approval: Regular Minutes: March 13, 2023
 - B. Approval: Ordinance No. 567 Park District Surplus
- 8. Discussion Items**
 - A. Update on Klein Creek Shoreline Restoration Project at Armstrong Park (Presentation by Village)
 - B. Weekly Happenings
- 9. Action Items**
 - A. Approval: Bid Award - Community Park Renovation Project
 - B. Approval: Bid Award - Armstrong Park North Parking Lot
 - C. Approval: Purchase of a Ford Pickup Truck w/ Lift Gate
- 10. Closed Session**
 - B. Section 2(c)(1) Personnel
- 11. Action pertaining to closed session**
- 12. Adjournment**



Board of Commissioners
Regular Meeting
March 13, 2023
6:00pm

Call to Order	Commissioner Del Preto called the meeting to order at 6:00 pm.								
Roll Call/Pledge of Allegiance	Present: Commissioners Jeffery, Sokolowski, Del Preto, Gramann and Bird. Absent: Commissioners Jaszka and Powers. Staff: Executive Director Reuter, Deputy Director Rini, Directors Bachewicz and Hamilton, and Superintendents Quinn and Scumaci.								
Listening Post	None								
Changes to the Agenda	None								
Consent Agenda	<p>Commissioner Gramann made a motion to accept the consent agenda as read. Seconded by Commissioner Jeffery.</p> <p style="padding-left: 40px;">A. Approval: Regular Minutes: February 27, 2023</p> <p style="padding-left: 40px;">B. Ratify: February 2023 Bills</p> <p>Voice Vote. All in favor. Motion Passes 5-0-2.</p> <p>Commissioner Bird made a motion to approve the consent agenda as read. Seconded by Commissioner Sokolowski.</p> <p>Roll Call Vote:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Commissioner Del Preto: Aye</td> <td style="width: 50%;">Commissioner Gramann: Aye</td> </tr> <tr> <td>Commissioner Jaszka: Absent</td> <td>Commissioner Powers: Absent</td> </tr> <tr> <td>Commissioner Jeffery: Aye</td> <td>Commissioner Sokolowski: Aye</td> </tr> <tr> <td>Commissioner Bird: Aye</td> <td></td> </tr> </table> <p>Motion Passes 5-0-2</p>	Commissioner Del Preto: Aye	Commissioner Gramann: Aye	Commissioner Jaszka: Absent	Commissioner Powers: Absent	Commissioner Jeffery: Aye	Commissioner Sokolowski: Aye	Commissioner Bird: Aye	
Commissioner Del Preto: Aye	Commissioner Gramann: Aye								
Commissioner Jaszka: Absent	Commissioner Powers: Absent								
Commissioner Jeffery: Aye	Commissioner Sokolowski: Aye								
Commissioner Bird: Aye									
Discussion Items	<p>A. Weekly Happenings</p> <ul style="list-style-type: none"> • Commissioner Jeffery commented that the WDSRA Bash was amazing. We knew they were raising a lot of money, but the end number of \$250,000 was spectacular. She was very happy that people were able to give and asked Executive Director Reuter to pass along her comments to WDSRA. • Commissioner Bird stated that it is exciting to see the Community Park bid come together. He said the bid packet had good drawings and that we'll be happy when the project is done. Executive Director Reuter said staff would be discussing a ground-breaking for Community Park as well as Walter Park. • Commissioner Gramann apologized for missing two meetings; she commented that everyone worked hard while she was out and that she saw all the minutes. 								

	<ul style="list-style-type: none"> • Commissioner Sokolowski noted that the District received an OSLAD grant for Walter Park, but asked if there was another project in the hopper for the next OSLAD cycle that was recently announced. Executive Director Reuter said staff would discuss it; he was unsure if we can obtain more than one grant at a time. • Executive Director Reuter reminded the Commissioners of the Legislative Breakfast this Friday. Legislation recently came out of Committee proposing a \$22.50/hour minimum rate for lifeguards. Staff will try to get information to our legislators about the impact to Carol Stream Park District. Many Park District pools would be negatively affected by this. • Commissioner Del Preto commented that the basketball tournament at Fountain View this past weekend was packed. He wondered if it was this busy last year. He thought it went well for staff. He heard a lot of positive things that people were complimenting about the facility and said it was nice to hear.
<p>Action Items</p>	<p>A. Approval: Lifeguard Services Agreement 2023-2025, Jeff Ellis Management, LLC</p> <ul style="list-style-type: none"> • Executive Director Reuter presented the contract to the Board. Both the District’s corporate counsel, and PDRMA attorneys have reviewed it. Staff is comfortable with the terms of the contract. JEM lifeguards have done a good job. The EAVS system will serve as an additional monitoring system; the number of lifeguards on deck will remain the same. • Commissioner Jeffery read Commissioner Powers’ email; although the calculations for the annual fees are is confusing, she agrees to move forward with it because it’s what we need. • Commissioner Sokolowski agrees with both Commissioner Powers and Commissioner Jeffery. • Commissioner Bird agrees with others, but supports moving forward with JEM lifeguard services. • Commissioner Gramann considered the JEM Contract a housekeeping item, but was glad others asked questions for due diligence so we can go forward. • Executive Director Reuter mentioned that the District may want to consider whether an attorney should attend Board meetings. This could provide more immediate explanations and guidance to questions that arise during meetings. Reuter offered to contact other districts to see what they did. • Commissioner Jeffery asked if it is worth exploring the cost for having an attorney in attendance. • Commissioner Sokolowski suggested we benchmark ourselves against other Park Districts who have their attorney at their meetings. • Commissioner Del Preto said his biggest concern about the contract was if the EAVS technology doesn’t take off, will we have spent money on something that won’t be used? Will JEM cover costs down the road if repairs are needed?



	<ul style="list-style-type: none"> • Director Bachewicz offered that the install is complete at Fountain View and begins next month at Coral Cove. Director Bachewicz stated that JEM pays all costs for installation and repair and replacement of the equipment. <p>Commissioner Bird made a motion to approve a services agreement with Jeff Ellis Management (JEM) LLC Maitland, Florida for contractual lifeguard services for the term of 2023-2025. Seconded by Commissioner Sokolowski.</p> <p>Roll Call Vote: Commissioner Del Preto: Aye Commissioner Jaszka: Absent Commissioner Jeffery: Aye Commissioner Bird: Aye</p> <p>Commissioner Gramann: Aye Commissioner Powers: Absent Commissioner Sokolowski: Aye</p> <p>Motion Passes 5-0-2</p> <p>B. Approval: Diamond Tours Inc. spring overnight Adult Trip to Lancaster, PA.</p> <ul style="list-style-type: none"> • Commissioner Jeffery asked if trip expectations were discussed with patrons after the last trip. Director Bachewicz said that discount vouchers were given after the last trip. <p>Commissioner Gramann made a motion to approve payment not to exceed \$34,000 to Diamond Tours Inc. for the spring overnight Adult Trip to Lancaster, PA. Seconded by Commissioner Jeffery.</p> <p>Roll Call Vote: Commissioner Del Preto: Aye Commissioner Jaszka: Absent Commissioner Jeffery: Aye Commissioner Bird: Aye</p> <p>Commissioner Gramann: Aye Commissioner Powers: Absent Commissioner Sokolowski: Aye</p> <p>Motion Passes 5-0-2</p>
Closed Session	<p>Motion by Commissioner Jeffery to enter into closed session at 6:25pm to discuss Section 2(c)(1) Personnel Performance. Seconded by Commissioner Gramann. Motion by Commissioner Gramann to arise from closed session. Commissioner Bird seconded the motion. Arose from closed session at 6:35pm.</p>
Action Pertaining to Closed Session	<p>None</p>
Adjournment	<p>Commissioner Gramann made a motion to adjourn the meeting. Seconded by Commissioner Bird. Voice Vote taken. Motion passed 5-0-2. Meeting adjourned at 6:36pm.</p>

Secretary
Jim Reuter

 President
 Tim Powers

April 10, 2023

To: Board of Commissioners
From: Jim Reuter, Executive Director
Date: April 10, 2023
Approval: Ordinance No. 567 Park District Surplus **Agenda Item # 7B**

Issue

Should the Board approve Ordinance No. 567 declaring certain Park District property as surplus.

Background/Reasoning

The Park District staff would like to declare the following as surplus:

QUANTITY	EQUIPMENT
2	Filing Cabinets
1	Office Chair
2	Sampson Speakers
1	Magna-Matic Blade Balancer
1	Foley United Blade Sharpener
72	Lawnmower Blades

Supporting Documents

Ordinance No. 567

Cost

There is no cost associated with this item.

Public/Customer Impact

These items will be offered for auction.

Recommendation

That the Board make a motion to approve Ordinance No. 567 declaring certain Park District property as surplus.

ORDINANCE NO. 567
ORDINANCE DECLARING CERTAIN PARK
DISTRICT PERSONAL PROPERTY AS SURPLUS
AND AUTHORIZING SALE OR DISPOSAL

WHEREAS, the Carol Stream Park District, DuPage County, Illinois has accumulated certain personal property which has been used for various park purposes, specifically the items described in Exhibit A; and

WHEREAS, staff has determined that the subject items are beyond useful service life; and

WHEREAS, the Illinois Park District Code authorizes the Park District to dispose of items of personal property, when in the opinion of three-fifths of the members of the Board of Park Commissioners then holding office such property is no longer necessary, useful to, or for the best interests of the Park District; and

WHEREAS, Park District staff has made preliminary arrangements for the disposal of the equipment and personal property through trade in, sealed bid auction, competitive bid, or salvage.

NOW, THEREFORE BE IT AND IT IS HEREBY ORDAINED BY THE BOARD OF PARK COMMISSIONERS OF THE CAROL STREAM PARK DISTRICT, DUPAGE COUNTY, AS FOLLOWS:

Section One:

It is hereby found and determined by the Board of Park Commissioners of the Carol Stream Park District that the following items of personal property is no longer necessary, useful to or for the best interests of this Park District:

- A. The property described in Exhibit A attached hereto and incorporated herein by reference.

Section Two:

That the park district staff is hereby authorized to convey or sell the personal property described in Section One of this Ordinance in any manner that it may designate, with or without advertising the sale, at any time following the adoption of this ordinance.

Section Three:

This ordinance shall be effective immediately upon passage and approval by a three-fifths majority of the members of this Board of Park Commissioners.

Section Four:

All prior ordinances, resolutions, motions, orders or policies in conflict herewith, be and the same hereby are, repealed to the extent of the conflict herewith.

Section Five:

If any clause or provision of this Ordinance shall be adjudged invalid or unenforceable by a court of competent jurisdiction or by operation of any applicable law, it shall not affect the validity of any other clause or provision, which shall remain in full force and effect.

Roll Call Vote:

Ayes: _____

Nays: _____

Abstain: _____

Dated: April 10, 2023

President, Board of Park Commissioners

ATTEST: _____
Secretary, Board of Park Commissioners

STATE OF ILLINOIS)

) SS

COUNTY OF DUPAGE)

CERTIFICATION OF ORDINANCE AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioner (the “Board”) of the Carol Stream Park District, DuPage County, Illinois (the “District”), and as such official I am the keeper of the records and files of the District and the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 10th day of April, insofar as same relates to the adoption of Ordinance No. 567 entitled:

AN ORDINANCE declaring certain park district personal property as surplus and authorizing sale or disposal.

A true, correct and complete copy of which said ordinance as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said ordinance were conducted openly, that the vote on the adoption of said ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 48 hours in advance of the holding of said meeting, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the District, this 10th day April, 2023.

(SEAL)

Secretary, Board of Park Commissioners

Exhibit A

QUANTITY	EQUIPMENT
2	Filing Cabinets
1	Office Chair
2	Sampson Speakers
1	Magna-Matic Blade Balancer
1	Foley United Blade Sharpener
72	Lawnmower Blades
1	2010 Ford F150 VIN: 1FTPF1EV5AKC36527

To: Board of Commissioners
From: Shane Hamilton, Director of Parks & Facilities
Date: April 10, 2023
Approval: Bid Award – Community Park Renovation Project

Agenda Item #: 9A

Issue

Should the Board award the bid for Community Park renovations to Construction Inc., Lombard, IL for \$2,118,000.

Background/Reasoning

- The project went out to bid on March 6 and sealed bids were opened on March 28.
- Three companies submitted bids for the project.
- Construction Inc., Lombard, IL was the lowest responsible bidder.
- Parks staff has never worked with Construction Inc. but as you can see from the attached letter of recommendation from Wight & Company, Construction Inc. comes highly recommended by various local Park Districts.

Cost

Below is a breakdown for this project:

Community Park Renovation Project	Expenditure	Funding Source
Budget (\$2,250,000)	\$1,000,000	CDBG Grants
	\$800,000	Capital Funds
	\$450,000	Special Rec. Levy
Wight & Company	\$182,300	Engineering Service
Construction Inc.	\$2,118,000	General Contractor
Total Cost	\$2,300,300	
Over Budget	\$50,300	

Public/Customer Impact

Community Park serves an area of town where public open space is needed for recreation as the adjacent high density housing doesn't allow each tenant to have their own yard. Upgraded fields, a new playground, updated bathroom facilities, improved parking lot, new trails and additional amenities such as a community garden and futsal court will provide this area with the recreation space they deserve.

Recommendation

That the Board award the bid for Community Park renovations to Construction Inc., Lombard, IL for \$2,118,000.



March 28, 2023

Shane Hamilton
 Director of Parks and Facilities
 Carol Stream Park District
 849 W Lies Road
 Carol Stream, Illinois 60188

RE: Community Park / #220056

Dear Shane,

After attending the bid opening on March 28, 2023 at 10:00AM, and reviewing the bids, Construction Inc., is the apparent low bidder. The following table identifies the bid results:

CONTRACTOR	BASE BID	BID BOND	ADDENDUM 1	ADDENDUM 2	EQUAL EMPLOYMENT OPPORTUNITY	AFFIDAVIT OF COMPLIANCE	FEDERAL OWNERSHIP FORM	CDC CONDITIONS	CDC CONFLICT OF INTEREST
Construction Inc.	\$2,118,000	X	X	X	X	X	X	X	X
Innovation Landscape Inc.	\$2,345,362	X	X	X	X	X	X	X	X
Great Lakes Landscape Company	\$2,991,313	X	X	X	X	X	X	X	X

We contacted Construction Inc.'s references, and asked the following questions:

Communications

1. Were they easy to communicate with?
2. Did they initiate communications when problems arose?
3. Were they good problem solvers, did they want to be involved in the solution?
4. Did they follow standard procedures for RFIs, payout applications, etc?

Quality

1. Would you describe their work as detailed oriented?
2. Were there any quality/craftsmanship issues with their or their sub-contractors work?
3. Was any work removed and re-done due to poor quality or non-passing test results?

Budget/Schedule

1. Did they initiate a lot of change orders?

2. Was their pricing for Owner requested change orders reasonable?
3. Did they meet the project deadline? If no, why not?

Miscellaneous

1. If given the opportunity to hire or recommend them, would you?

We consistently heard responses such as:

They completed our project on time and under budget.
They were very communicative, and everything went very well.
They coordinated with their subcontractors very efficiently.
They are organized and kept the project running smoothly.
The change order pricing was very reasonable and fair.
They were great with paperwork and following directions / instructions.
Matt Cosenza and Steve Keith were fantastic!
We would absolutely hire them again and would highly recommend them to others.

Our conclusions, after reviewing Construction Inc.'s bid and based on their references:

1. It appears that they have completed many projects that feature good quality construction.
2. It appears that they have good problem solving skills and are very skilled at coordinating and communicating with all the involved parties.
3. It appears that they consistently complete their work on time and often under budget.

We have reviewed the bid forms and found everything in order. Construction Inc. has produced reasonable references and has met the bidding and experience requirements. Please advise us of your decision so we may prepare the AIA contract document and schedule the pre-construction meeting.

Warmly,

WIGHT & COMPANY



Patty King, PLA, CPSI, ASLA, LEED AP

Senior Landscape Architect

Direct: 630.739.7251 / pking@wightco.com

cc: Jim Reuter / Sue Rini, Carol Stream Park District
Ashley Miller, DuPage County Senior Housing and Community Development Planner
Scott Randall, WBK Engineering
Shawn Benson / Lara Remitz, Wight & Company

To: Board of Commissioners
From: Shane Hamilton, Director of Parks & Facilities
Date: April 10, 2023
Approval: Bid Award – Armstrong Park North Parking Lot

Agenda Item #: 9B

Issue

Should the Board approve payment totaling \$185,000 to the Village of Carol Stream for reimbursement of the District's portion of a coordinated bid which included the repair and replacement of the Armstrong Park North Parking Lot with permeable pavers.

Background/Reasoning

This project had been postponed for the benefit of accommodating a Village project for the stabilization of the portion of Klein Creek that runs along the east side of Armstrong Park. The County approved the delay and confirmed the continued eligibility for the Clean Water Grant awarded to the Armstrong Park North Parking Lot. In consideration of this accommodation, and with mutual benefit to both the Village and the Park District, this same Village project (Klein Creek Streambank Stabilization Phase, Section III), an intergovernmental agreement is being created that in which improvements to the District's sled hill, and replacement of a maintenance barn will be paid by the Village in exchange for the use of District property to reroute areas of Klein Creek.

In order to ensure coordination on the site, and allow Village contractors to utilize the parking lot for staging before any improvements were made, the Armstrong Park North Parking Lot was bid by the Village as an alternate.

- The project went out to bid on March 3 as an alternate to the Village of Carol Stream's stormwater improvement grant (Phase 3).
- Sealed bids were opened on March 17.
- V3 Construction Group, Woodridge, IL was the low bidder for the overall project.
- V3 was not the lowest bid for the District's alternate, however in reviewing the bids, 'apparent' low bidder for the District presented values that do not correspond to the scope of work. Specifically, they bid \$55,000 for a small section of permeable paving in Alternate #1 when others bid between \$2,200-\$9,000. Staff believes their price isn't an accurate depiction of the actual work needed to be done.
- Staff estimates that if the parking lot project were to be rebid individually, the cost would be higher as the Park District would bear all ancillary costs (such as deployment of equipment, temporary fencing, disposal of material.)
- Staff believes the value of a coordinated project, the improvements to come through the pending intergovernmental agreement, and the discrepancies in the bid from the 'apparent

low bidder' lead us to support of the Village's selection of V3 Construction Group for the project.

Cost

Below is a breakdown for this project:

Armstrong North Parking Lot Improvements	Expenditure	Funding Source
Budget (\$161,582.71)	\$40,395.67	Water Quality Grant
	\$29,000	Special Rec. Levy
	\$92,187.04	Capital Funds
V3 Construction Group	\$185,000	General Contractor
Total Cost	\$185,000	
Over Budget	\$23,417.29	Capital Funds

Public/Customer Impact

Improving the north parking lot at Armstrong Park impacts numerous items. First, we help to improve the overall quality of storm water draining off the parking lot through various best management practices. Additionally, we will link the condo units to the east to Armstrong Park via a new sidewalk from our property to their property adding connectivity for walkers, bikers and families living there. Lastly, we create an area to push snow in the Winter months so snow piles aren't taking up parking stalls.

Recommendation

That the Board approve payment totaling \$185,000 to the Village of Carol Stream for reimbursement of the District's portion of a coordinated bid which included the repair and replacement of the Armstrong Park North Parking Lot with permeable pavers.

To: Board of Commissioners
From: Shane Hamilton, Director of Parks & Facilities
Date: April 10, 2023
Approval: Purchase of a Ford Pickup Truck w/Lift Gate

Agenda Item # 9C

Issue

Should the Board approve the purchase of a F150 pickup truck with a lift gate from Morrow Brothers Ford, Inc., Greenfield, IL in the amount of \$45,385.

Background/Reasoning

- The Illinois State Bid Program has proven to be a cost effective and efficient solution for replacing the District's fleet vehicles; it also eliminates the necessity for a public bid.
- All local bodies of Government throughout the State of Illinois are eligible to purchase their vehicles through the State Bid Program.
- There is no cost to the District to be an active participant in the State Bid Program.
- The proposed purchase will replace a truck with a lift gate that is aging and starting to rust.
- The truck will include: an aluminum platform lift gate, LED light bar, spray in bed liner, tow package, and trailer break controller.
- The truck was budgeted for purchase in 2023 as part of the District's Fleet Replacement Schedule.

Cost

- Truck purchase price is \$45,385; original budget is \$37,500.
- The difference to budget of \$7,885 will be recovered when the old truck is sold.
- The bluebook estimate for the make, model, and mileage of the old truck is \$8,400-\$9,800.
- Budget source: Capital #42-5-11-00-800.

Public/Customer Impact

Purchasing a new vehicle through the Illinois State Bid Program is the most cost effective means to purchase larger type vehicles such as the proposed pickup truck. A new pickup with a lift gate will help the District's Parks Department with safely lifting heavy items into the truck bed. A task that would normally take 2-3 people can now safely be done by one person allowing for less people to be tied up on one task.

Recommendation

That the Board approve the purchase of a F150 pickup truck with a lift gate from Morrow Brothers Ford, Inc., Greenfield, IL in the amount of \$45,385.



WWW.MORROWBROTHERSFORDINC.COM

1242 Main Street • GREENFIELD IL 62044

(217) 368-3037 • Fax (217) 368-3517 • Toll free 1-877-368-3038

December 16, 2022

Carol Stream Park District
Randy Anderson
630-784-6166 (office)
630-675-1082 (cell)

We have figured the following for your consideration.

1-NEW 2023 FORD F150 Regular Cab 4x4 8' Bed

To include the following optional equipment:

- YZ White Exterior, AS 40/20/40 Vinyl Seating
- 395 HP V8 Gasoline Engine, 10-Speed Automatic
- 53A Trailer Tow Package, 67T Trailer Brake
- 413 Skid Plates, 18B Running Boards
- T7C All-Terrain Tires, 96W Spray in Bed Liner
- KWR Total of 2 Keys with Remotes
- 1,500# Liftgate 53"x42" +5" Aluminum Platform
- Whelen 16" LED Lightbar w/No Drill Mount
- New M License/Title, Delivery to CSPD
- All other standard equipment

Illinois Government Price \$45,385.00

Additional options can be added as required. Any and all trade in vehicles are welcome regardless of miles or condition. Let me know if you have any questions.

Thank you,

Richie Morrow Wellenkamp
Government Sales Manager
Morrow Brothers Ford, Inc.

Customer Acceptance: _____

Date of Acceptance: _____

Please submit this signed quote with your purchase order and a copy of your Illinois Tax Exempt Letter.



[i](#) Important info
& definitions

Value valid as of **03/29/2023**

Factors That Impact Value

Check that yours are correct below.

Mileage: **42,654** [✎](#) ZIP Code: **60188** [📍](#)

Condition
Fair



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