

Cary Park District
Board of Commissioners
Special Meeting
November 9, 2017
8:00 PM
Community Center
255 Briargate Rd.
Cary, Illinois

MINUTES

Call to Order

Renner called the meeting to order at 7:15 PM.

Roll Call

Upon roll call the following Commissioners answered present: Mr. Howell, Mr. Stanko, Mrs. Hauck, Mr. Frangiamore, and Mr. Renner.

Staff Present

Dan Jones, Executive Director; Sara Kelly, Superintendent of Recreation/Deputy Director; Paul Rogus, Superintendent of Parks and Facility Maintenance; Vicki Krueger, Director of Finance; Megan Lee, Administrative Assistant.

Guests Present

None.

Matters from the Public

None.

Action Items

Jones explained that Upland Design has provided a proposal for the Kaper and Lions Parks project. The proposal is under the assumption that construction on both park sites will begin in July 2018 and be concluded by the end of 2018. After reviewing the construction schedule, it was brought to staffs attention that if both project sites were to be worked on at the same time it would have a cost savings for the district.

Jones explained that the proposal received is very fair and staff recommends approval of the proposal.

Frangiamore moved to approve the proposal from Upland Design, Plainfield, IL, to provide professional services that include Design Development, Construction Documents, Bidding and Construction Administration at a lump sum cost not to exceed \$220,184 with reimbursable expenses not to exceed \$5,000 and direct the Executive Director to enter in a contract for this purpose. Second by Hauck.

Renner asked for discussion on the proposal from Upland Designs.

Stanko asked for clarification on the alternate bid listing on the picnic shelter for Kaper Park. Jones stated the shelter is not included in the overall project cost.

Renner stated if the shelter is provided on the plan set, then it could be part of the bid as an alternate but would not necessarily have to be built if the prices came in too high.

Stanko next expressed an interest in the addition of a left turn lane coming out of Lions Park as being included in the construction documents. Renner explained there will be a fee to design those elements and staff would have to ask Upland Design what the fee would be to include those designs. Stanko asked for that to be included in the design as well as the cost if the turn lane were to be added in the future after the Lions Park project was completed.

Stanko then asked about the permit process for the projects and if summaries will be provided to staff and the Board of questions the Village has for the Park in regards to the projects. He asked if Upland would provide the responses and if we would see the responses being submitted. Renner explained that yes, we would see the questions and responses since the Park District's name would be on the permits.

Frangiamore asked if the project overview for Lions Park is excluding smaller items. Jones stated a meeting will be held soon with Upland that will start to talk about specifics of the project such as the fixtures, look, and details of the sites. There are many alternates available, but there is a methodology to selecting which ones will be considered and the cost of those smaller items will be determined through the next steps in the process.

Renner stated he feels the proposal submitted by Upland Design was fair for the work being done.

Renner asked for a straw poll to be done for those who would want a left turn lane added to Lions Park as an alternate design in the bid documents. Frangiamore and Stanko said they were in favor. Howell, Hauck, and Renner were against the addition of the turn lane as an alternate.

Stanko stated he is not concerned about when big events and the traffic at that time due to police presence, but he is concerned about the day-to-day usage of the park and the safety of pedestrians in the area.

Renner asked for a voice vote on the motion.

Voice vote: Yes – 5. No – None. Motion carried.

Jones next presented a proposal by Lamp, Inc. He explained the proposal is to provide professional services as Owners Representative during construction of the Lions and Kaper Parks improvement projects, and that it would be beneficial to have extra assistance on the two site locations due to staff not being able to cover both locations at the same time since no additional staff has been hired between the implementation of the Comprehensive Master Plan Update 2016 Action Plan and now.

Jones asked if there were any questions from the Board.

Frangiamore moved to approve the proposal from Lamp, Inc., Elgin, IL, to provide professional services as Owners Representative during Construction of the Lions and Kaper Park improvement projects at a lump sum cost not to exceed \$27,980 plus reimbursable expenses and direct the Executive Director to enter into a contract for this purpose. Second by Howell.

Roll call vote: Yes – Howell, Stanko, Hauck, Frangiamore, and Renner. No – None. Motion carried.

Frangiamore moved to allow the Executive Director engage additional services of Lamp, Inc. as determined necessary to best implement the Lions and Kaper Park improvement projects at an amount not to exceed \$5,596. Second by Hauck.

Roll call vote: Yes – Howell, Stanko, Hauck, Frangiamore, and Renner. No – None. Motion carried.

Jones next gave an overview and update to the Board about property at 378 Oakmont located along hole number 11 at Foxford Hills Golf Club, and interactions with neighboring property owners regarding the actions of a property owner.

Frangiamore Motion by to adjourn. Second by Hauck.

Voice vote: Yes – 5. No – None. Motion carried.

Meeting adjourned at 9:21 PM.

Daniel C. Jones, Secretary
Park District Board of Commissioners