

MINUTES OF THE REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF
THE CARY PARK DISTRICT, CARY, ILLINOIS, HELD IN THE COMMUNITY CENTER,
255 BRIARGATE ROAD ON
October 24, 2019

I. CALL TO ORDER

President Frangiamore called the meeting to order at 7:00 PM.

II. ROLL CALL

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

Staff

Staff present: Dan Jones, Executive Director; Vicki Krueger, Director of Finance and Administration; Sara Kelly, Deputy Director; Katie Hughes, Director of Communications and Marketing; David Raica, Director of Planning & Development, Erica Hall, Superintendent of Recreation; and Megan Lee, Recording Secretary.

Guests

Mike Murphy, Resident
Brian Dawson, Resident.

III. PLEDGE OF ALLEGIANCE TO THE FLAG

The Pledge of Allegiance to the Flag was recited.

IV. MATTERS FROM THE PUBLIC

None.

V. ITEMS FROM COMMISSIONERS

None.

V. CONSENT AGENDA

Renner moved to approve the Consent Agenda as follows: VI.A.1 – Minutes Regular Board Meeting dated September 26, 2019; VI.A.2 – October 18, 2019, Disbursements in the Amount of \$323,837.33; VI.A.3 – Treasurer’s Report dated September 30, 2019. Second by Stanko.

Roll call vote: Yes – Victor, Stanko, Renner, Frangiamore. No – None. Motion carried.

VI. BUSINESS ITEMS

VI.A. Any Items Removed From Consent Agenda

None.

VII.B. Action Items

VII.B.1 Acknowledge – Resignation of Commissioner Erin Hauck from Board of Commissioners

Jones stated that on October 5, 2019 Commissioner Hauck submitted her resignation by email.

Renner moved to acknowledge the resignation of Commissioner Erin Hauck from the Board of Commissioners effective October 5, 2019. Second by Stanko.

Roll call vote: Yes – Stanko, Renner, Victor, Frangiamore. No – None. Motion carried.

Frangiamore thanked Commissioner Hauck for her years of service to the Board of Commissioners.

VII.B.2 Appointment – Michael Murphy to the Board of Commissioners

Jones stated the Board had determined that Michael Murphy should be appointed to the Board and that President Frangiamore had confirmed his interest. Jones stated that once he is sworn in, he will join the Board immediately.

Stanko moved to appoint Michael Murphy to the Board of Commissioners effective immediately to a term that will expire in April 2021. Second by Victor.

Roll call vote: Yes – Renner, Victor, Stanko, Frangiamore. No – None. Motion carried.

Jones asked Michael Murphy to come forward and he administered the oath of office to Mr. Murphy.

Frangiamore stated that Murphy ran for office during the last election and has been a constant presence at the meetings. He welcomed him to the Board.

VII.B.3 Consider – Competitive Sale for Issuance of General Obligation Limited Tax Park Bond, Series 2019B

Jones stated that this item was recommended by the Committee of the Whole (COW), but according to policy, not enough Commissioners were present for the item to be placed on the Consent Agenda. He explained how annually the Board issues a rollover GO Bond. The item this evening involves the Board will giving direction for a sale of the annual rollover bond to take place. The results of the sale will be brought back to the Board for consideration at the November 21 Board meeting.

Renner moved to direct staff to conduct a competitive sale for the issuance of G.O. Limited Tax Park Bonds, Series 2019B and bring the results of the sale to the Board of Commissioners for approval in November 2019. Second by Victor.

Roll call vote: Yes – Victor, Stanko, Murphy, Renner, Frangiamore. No – None. Motion carried.

VII.B.4 Announce – 2019 Levy Estimate

Jones stated at the COW meeting this was recommended, but according to policy, not enough Commissioners were present for the item to be placed on the Consent Agenda. The final ordinance will appear on the Board agenda in November. Jones stated all that the Board needs to accomplish at this meeting is an announcement by the Board President regarding the levy.

President Frangiamore announced the Board of Commissioners of the Cary Park District announces that its Levy Estimate for 2019 shall not exceed 105% of the previous year's tax extension.

VII.B.5 Consider – Policy 3-019, Post-Issuance Compliance and Record Keeping

Jones explained this Policy addresses responsibilities to follow-up with a number of administrative and record keeping items pertaining to a debt issuance. Staff has always performed these functions, but no policy was in place regarding these activities. The policy takes everything currently done and required by law and puts it into a policy form.

Jones stated that during the COW meeting Stanko had concerns about the spelling of bond in the document with both a capital B and a lower case b. Staff followed up with Chapman and Cutler, Bond Counsel, and this item has been addressed in the policy.

Stanko moved to approve Policy 3-019, Post-Issuance Compliance Matters and Record Keeping Policy. Second by Victor.

Roll call vote: Yes – Murphy, Renner, Victor, Stanko, Frangiamore. No – None. Motion carried.

VII.B.6 Consider – O-2019-20-05, Work Contracts Associated with an Installment Contract

Jones explained this item is associated with the debt issuance. It is the responsibility of the Board to pass an ordinance that identifies how the funds are spent from a debt issuance. The latest debt issuance was to fund the preschool building and renovation items that are taking place at that building. This ordinance encompass the purchase of the property and Lamp, Inc.'s contract associated with the renovation.

Victor moved to approve Ordinance O-2019-20-05, an ordinance identifying work contracts to an Installment Purchase Agreement heretofore entered into by the Cary Park District. Second by Stanko.

Roll call vote: Yes – Renner, Victor, Stanko, Murphy, Frangiamore. No – None. Motion carried.

VII.B.7 Consider – Direction to Bid the Early Childhood Learning Center Renovation Project

Jones stated staff has been working very hard to put together the bid documents for the improvements to the building at 100 Cary-Algonquin Rd. The bid will be released on Monday, October 28 with an opening on November 13. Staff will bring the bid results to the Board for consideration. The Board will take action and accept the most qualified lowest bidder in the November Board meeting.

Renner asked for a list showing the work that will be done on the building. Jones responded that staff would put this together for the Board.

Jones explained that a second bid will be completed for the playground as well as the concrete work in the near future.

Renner moved to direct the Executive Director to let the bid for the Early Learning Center Renovation project and bring the results of the process before the Board of Commissioners for final consideration. Second by Stanko.

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

VII.B.8 Consider – Lions Park Sanitary Line Remediation Project Proposal

Jones stated with every capital project the Park District executes, a specific amount of money, called retainage, is held back from every pay application in case there are any issues as the project continues. Approximately \$193,000 in retainage is being held by the Park District.

Jones explained when the Board approved the Lions Park project, the decision was made to switch the concessions building from septic to the Village sewer system. When the sewer connection line was installed, a bow, or low spot became present in the line underneath Silver Lake Rd. The line holds water that may backup into the concession building if not corrected. This issue has prevented the concessions and restrooms in the building from being opened or used by the public.

Jones explained that the contractor Elanar Construction was given months of opportunity to correct the issue. Upon their lack of activity to correct it, the Park District took over control of the item and developed a set of specifications for the repair with Hey and Associates (engineer). A bid for the corrective work was released in September, and no responses were received for the bid. Since the Park District has taken every reasonable measure to get this work done through the contractor and then by conducting a formal bid process, staff moved on to seeking individual quotes from contractors who complete this type of work using the specifications developed by Hey.

Renner asked which method the Park District considered to complete the work, directional bore or jack/bore. Jones stated the Park District has specified a jack/bore method. Jones stated that three different contingency scenarios were quoted.

Jones stated the requirement to execute this process requires a pit to be dug on each side of Silver Lake Rd. for the equipment to be set up and pushed through. Park District staff has discussed this with the Village of Cary and they are comfortable with the approach to correct this issue being pursued. The contractor proposal tonight is from a well-qualified contractor out of McHenry County. Upon the pit being dug, an evaluation of the soils will be completed by Hey, the contractor and the Park District. This is when the particular approach from the different contingency scenarios will be decided upon.

Stanko complimented staff for all of the hard work done to get to this point. He stated there are things that have to be done to get the project complete, but there are additional costs that are above and beyond what should have had to be paid, such as legal costs. He stated the legal fees falls outside the original costs, and there are extra engineering costs involved as well as additional staff time. He asked where the funding comes from for those additional costs. Stanko asked if it would be paid from the construction contingency established for the project. Jones stated yes, it would likely be paid from the construction contingency, however some items may be paid from the retainage dollars as well.

Stanko stated that the surety company might give push back on some items. Jones stated the Park District would have no problem providing a detailed list of costs to show what work is being done to complete the project.

Victor thanked Jones for the presentation and the items presented. She agrees with the direction staff is taking.

Renner stated he has nothing more to add.

Murphy asked what conditions would not be acceptable to push a 24" pipe through for a 6" sewage pipe. Jones stated that concerns over the types of cobble and stones found in the material pulled from the pits. Using a larger pipe size, the less of an obstacle the soil conditions will be, because there may be less of a chance for an obstruction to interfere with the push of a pipe if it is larger in diameter.

Renner moved to award the contract based on the proposal from Copenhaver Construction Co, Gilberts, IL dated October 14, 2019 to complete Lions Park Sanitary Line Remediation Project, including the contingencies and unit pricing set forth therein. Second by Stanko.

Roll call vote: Yes – Victor, Stanko, Murphy, Renner, Frangiamore. No – None. Motion carried.

Renner moved to approve a construction contingency associated with the Lions Park Sanitary Line Remediation Project of 10%. Second by Stanko.

Roll call vote: Yes – Murphy, Renner, Victor, Stanko, Frangiamore. No – None. Motion carried.

VII.C. Discussion Items

None.

VIII. Executive Director Report

Jones asked if the Commissioners if they were interested in attending the NISRA event to let him know. Murphy and Victor both stated they would be attending with a guest.

Jones reminded the Board that the annual IAPD/IPRA conference is in January. If there is anything beyond what is included with the base package they would like to attend, please let him know.

Motion to adjourn the meeting by Stanko. Second by Victor.

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

Meeting adjourned at 7:43 PM.

Daniel C. Jones, Secretary
Park District Board of Commissioners