

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
AUGUST 27, 2020

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: Mr. Murphy, Mr. Stanko, Mrs. Victor, Mr. Renner, and Mr. Frangiamore.

Staff

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

Guests

Ian Lamp, Lamp, Inc.
Frank Parisi, Williams Architects
Joe Vavrina, HR Green

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

Victor stated she was glad to participate in the ribbon cutting that was held prior to the meeting. She explained how excited she was to see the new preschool and how well it was done. She said the site is wonderful and thanked staff for their hard work.

Renner agreed with Victor on the preschool. He then explained he participated in a Distinguished Accreditation review at Deerfield Park District, and he said it was a good to see what other agencies doing in comparison to the Cary Park District.

Murphy stated the new preschool is a great thing and was well done. He then explained his family had the chance to attend the pool this summer, and he thought it was a great that it was open for the

community to use. His family had nothing but good things to say about how well the pool staff ran the facility.

Stanko stated he was at the Chamber Social and he received nothing but positive comments about the new preschool facility. He said he is proud of the job staff continues to do on top of the day to day activities. He is pleased and proud of the Board for getting this item done.

Frangiamore stated he agrees with everyone about the preschool. He said that it paid to be patient when it came to getting a new preschool building so it was done right. It is a great program and now the building will attract more families and be able to serve more people in the community. He then stated he attended the pool this summer as well and it was a positive experience.

VI. PUBLIC HEARING

President Frangiamore called the Public Hearing to order at 7:06PM.

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

Frangiamore stated the next agenda item for the Board of Park Commissioners is a public hearing to receive public comments on the intent of the Board of Park Commissioners to sell, not to exceed \$13,000,000 of General Obligation Park Bonds (Alternate Revenue Source) for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, including an outdoor aquatic center located at Cary-Grove Park, and for the payment of the expenses incident thereto, and all persons desiring to be heard would have an opportunity to present written or oral testimony with respect thereto.

President Frangiamore then opened discussion and explained the reason for the proposed issuance of the Bonds are to fund a capital improvement project at Cary-Grove Park which may include but is not limited to the following improvements: outdoor aquatic facility to include leisure and lap pools, slides, water amenities, seating, bathhouse, concession and support buildings and Cary-Grove Park site improvements including the provision of water/sewer, utilities, mass earthwork, parking lots, trail and storm water retention features.

President Frangiamore then asked for oral testimony or any public comments concerning the proposed issuance of the Bonds. No comments were received.

President Frangiamore asked for additional comments from the Park Commissioners.

Stanko stated this has been a long time coming and he is very excited and proud of the Board, staff, and the Executive Director for getting to this point. He is looking forward to the new facility being built.

Murphy stated he is excited to take the next step moving forward with this project.

Renner explained he was happy about the annexation. He credited staff and professionals working on this project with making it go so well.

Victor stated she is very excited for this project and thanked staff for all their hard work getting this done.

Frangiamore stated he agreed with all comments stated by other Commissioners.

President Frangiamore announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Bonds.

Renner moved to adjourn the Public Hearing. Second by Stanko.

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

Public Hearing adjourned at 7:12PM.

VII. CONSENT AGENDA

Frangiamore asked if any items were to be removed from the Consent Agenda. No items were requested for removal.

Renner moved to approve the Consent Agenda as follows: VI.A.1 – Approval – Minutes Regular Board Meeting dated July 23, 2020; VI.A.2 – Acceptance – August 21, 2020, Disbursements in the Amount of \$561,741.31; VI.A.3 – Acceptance – Preliminary Treasurer’s Report dated July 31, 2020; VI.A.4 – Acceptance – Investment Activity Report dated July 31, 2020. Second by Victor.

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

VIII. BUSINESS ITEMS

VIII.A. Any Items Removed From Consent Agenda

None.

VIII.B. Action Items

VIII.B.1 Consider – Payment of \$52,213.40 to Suez Water Well Solutions, Elburn, IL for the emergency repair/replacement of irrigation well pump at Foxford Hills Golf Club

Jones stated an irrigation pump at Foxford Hills stopped working, and the repair contractor stated the pump needed to be replaced along with several component parts. The cost to do the repair and replace the parts is above the one time purchasing limit without going to bid and is also beyond what the Executive Director is able to authorize. This type of work qualifies as an “emergency” under Policy 3-003. Jones emailed the Board regarding the matter and to get approval to move ahead in accordance with Policy 3-003. Commissioners Murphy, Renner, Stanko and Frangiamore all emailed their approval of this emergency purchase. Commissioner Victor communicated her approval by phone call to Jones.

Jones explained this item has been placed on the Board’s agenda this evening to ratify the actions already taken and approved via Policy 3-003, at a regular meeting of the Board of Commissioners.

Stanko moved to ratify and approve work completed by Suez Water Well Solutions, Elburn, IL to replace and install an irrigation pump at Foxford Hills Golf Club in the amount of \$52,310.40. Second by Murphy.

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

VIII.B.2 Consider – Proposal from Williams Architects, Itasca, IL, to provide Basic Architectural and Engineering Services related to the Outdoor Aquatic Facility project

Jones explained that the proposal from Williams Architects and Lamp Inc. should be discussed together, but the motions to approve should be made separate. He then reviewed the timeline since September 2019 when the Board gave final direction to staff to pursue the development of a new Outdoor Aquatic Facility. Items worked on since September 2019 include entering into an agreement with Williams Architect for pre-design services, identification of program elements that would occur at the pool, preliminary site engineering, a traffic study, and zoning and annexation.

Jones explained the pre-design work is almost done, and the annexation agreement will go before the Village of Cary Board next week, and when it's approved, it will come before this Board for approval.

Jones stated the aquatic facility is planned to be open in the summer of 2022. A majority of the work done until construction begins will be done by Williams Architect, and when construction begins, Lamp, Inc. will be the lead. The proposals this evening include services that are provided through the opening of the facility.

Jones stated that due to COVID and the current environment caused by it, the Board wanted to be able to have a stopping point if they feel it is not the right time to move forward with this project. This has been discussed with both consultants and has been agreed to be either before bidding or after bidding the project.

Jones explained that Lamp, Inc. will act as a representative of the Park District and will be on-site during construction to coordinate activities and address any needs or issues that arise in real time. Lamp, Inc. has been the Construction Manager on other projects the Park District has undertaken, most recently the new preschool facility. He stated during past projects a general contractor has been responsible for site management, and there were challenges that arose as a result.

Victor stated she thinks it is a great idea to have Lamp, Inc. oversee the project. She stated she understands they are doing what is best for the Park District and trusts the company.

Renner asked if it would be possible to expedite the current pool demolition and if the two bids for pool construction and demolition would be overlapping or occur at different times. Lamp stated it was the Park District's choice as to what they would like done. Jones stated the current pool will be open for the 2021 season, and more time needs to be taken to evaluate what will be done with the current pool once it closes at the end of the 2021 season.

Renner then asked about COVID its impact on purchasing and how the Park District can protect itself from material shortages or shipping issues. He asked Lamp if he's seen shortages on other projects he's working on. Lamp stated he has not seen any issues on any projects he is working on due to pre-planning and pre-purchasing to make sure that the items needed are available. He stated that materials need to be chosen wisely.

Renner asked about obtaining approvals from state agencies such as IDPH, and he asked what would be done to minimize the impact of issues arising when getting the approval. Parisi stated the usual permit process time with IDPH pre-COVID was approximately four weeks, but currently it is 68-75 days, so

they will plan accordingly. Vavrina explained that HR Green has great communication with McHenry County and what permits are needed for projects. He explained knowing the agency and the lead-time needed, plenty of leeway will be given to get the permits reviewed and approved.

Renner asked what work could be done before the IDPH permit was approved. Parisi stated any work outside of the fence (of the aquatic facility) can be done without the IDPH permit since it requires Village and County approval. Items like earth work and soil removal could be done.

Renner asked about extra fees not included in the contracts such as testing, material, and performance bonds. He asked who is going to pay for that, and Lamp explained the Park District would be required to pay for testing, permits and FFE, and the interested contractors who bid would be responsible for providing a bond.

Renner stated the fee for Lamp is 10% of the total construction cost. He emphasized the fact the contract states that terms are negotiable, and Lamp said items could be negotiated, if necessary.

Renner asked if there have been any significant changes to the plan by Williams as a result of the zoning process or near completion of pre-design phase. Parisi said no surprises have occurred as a result of zoning or pre-design.

Renner asked if anything came up after meeting with the Village or Village Engineer that was unexpected, or any alternate designs that needed to be incorporated into the bidding documents. Vavrina said that without the presence of certain reports that provide the penetration rate for soil saturation and storm water, the storm water detention areas will need to be adjusted and refined as well as making the storm water locations on the site more aesthetically pleasing. The Village has asked HR Green to provide calculations on sanitary capacity for the subdivision sewer line where the connection to the site is proposed. Currently they are working with the Village to obtain this information and run these calculations.

Frangiamore asked about the extension of water and sewer to the existing bathrooms. If the lines come from the north, the extension is really long and could impact the storm retention areas. Vavrina stated as part of the pre-design service it was determined that it was most cost effective to come from the north. Then Frangiamore asked how deep the northern sewer line will be, and Vavrina said it was 13 feet at the deepest point.

Renner asked if the existing restroom facility would always need to be on septic if it was not switched over during construction, and Vavrina said that it could be connected in the future if not done during construction.

Renner asked Parisi why there was an increase in fees from January to now. Parisi said that with some of the additional engineering required, it increased the cost. When it was originally proposed by Williams Architects in January, they only included basic services, but additional consultants were needed after that proposal was reviewed.

Renner asked that the language in the additional expenses and reimbursable paragraph be written different to include authorization from the Executive Director for any additional expenses instead of an actual amount.

Murphy thanked Jones and staff with a thorough job on the cost comparisons, and he found them helpful and informative. He then asked about the contract being all-inclusive and when it was payable. Parisi said it was not payable all at the same time. The fees are broken into different parts of the project by percent and would be billed at different times throughout the project.

Stanko complimented staff on the job done to provide independent confirmation of costs. He thanked Renner on his thoughtful questions and it covered items that he did have concerns on such as site engineering and utilities.

Stanko asked about timing of the project and what if there are problems with running sewer lines or a wet spring that would make construction pushed back. He asked if there was time in this plan for some of these issues so the ribbon cutting could still be done in the spring of 2022. Lamp stated it has been wetter than normal in May and June, and in July and August it dries out. He said the plan is to go out at the end of March to break ground and get the dirt out of the way. If it is wet, they will dig a day, then wait for a day or two for it to dry, then come back and dig some more. He does not see any major issues occurring unless something drastic occurs with the weather.

Stanko asked if the plan was to do all of the site work first, or can the utilities be installed. Lamp said the dirt needs to be moved first before anything else can be done.

Stanko asked about storm water retention and if the storm water areas being built are for what the Park District needs, not what will be needed if the extension of First Street is built. Vavrina stated they were designed to accommodate what would be needed if the road was built, but will be constructed to Park District needs during this phase. Storm water detention for an extension of First Street would be captured in the existing flag lot to the west as well.

Frangiamore asked how the trade contractors would be paid stating he does not want it to be labor intensive for staff. Lamp said the payout process starts with a pencil copy meeting and the contractor brings in a pay request with items that have been completed or will be completed by the end of the month. This is reviewed by Lamp staff, Williams Architects, and HR Green to verify the accuracy of the request. Once it is approved, it will be sent to Park District staff for review and payment. Jones explained with this large of a project, an software program will be used to streamline the process between all parties, and the checks will be an electronic fund transfer. Currently this process is done as a physical check that is mailed out. Jones stated when Park District staff receives the pay request, it will have been reviewed by Lamp and entirety of things necessary like waivers will be all set and ready to go.

Frangiamore asked about the water and sewer for the existing bathrooms, and Jones said that question came up during a meeting awhile back. It's cost prohibitive as part of this phase of site development to connect the existing buildings up to water and sewer due to the long run of utilities from the north. He also explained that if money was used from the budget for this, it would take away extra features and amenities in the aquatic facility.

Frangiamore and Renner asked if the Board could be provided the numbers to run sewer and water to the exiting restrooms. Jones said the numbers will be provided.

Murphy moved to approve the proposal from Williams Architects, Itasca, IL, to provide Basic Architectural and Engineering Services for the Outdoor Aquatic Facility project in the amount of \$870,680.00. Second by Stanko.

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

VIII.B.3 Consider – Proposal from Lamp, Inc., Elgin, IL to provide Construction Management as Advisor Services related to the Outdoor Aquatic Facility project

Renner moved to approve the proposal from Lamp, Inc., Elgin, IL to provide Construction Manager as Advisor Services for the Outdoor Aquatic Facility project in the amount of \$1,039,850.00. Second by Victor.

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

VIII.C. Discussion Items

None.

IX. Executive Director Report

Jones stated all of the final submittals for the Cary-Grove Park annexation agreement and zoning are complete. It will go before the Village Board next Tuesday.

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

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

Meeting adjourned at 8:21 PM.



Daniel C. Jones, Secretary
Park District Board of Commissioners