



Wheaton Park District

**Wheaton Park District Board of Commissioners Meeting
Wednesday March 16, 2016 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois**

CALL TO ORDER – Vice President Morrill called the meeting to order at 7:00 p.m. Commissioners Frey, Kelly, Mee, Schobel, Vires and were present.

President Hodgkinson was absent

PRESENTATIONS

Brian Whitkanak gave a brief presentation on Arrowhead Golf Course. The golf course and patio are open. They are currently hiring for the summer season. In April the spring and summer menu will roll out, and Arrowhead will hold a Corporate Open House on Thursday April 28th from 4-8 pm. Pelican Golf will be doing custom golf fittings and opens in April.

COMMUNITY INPUT

None

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$895,723.41 for the period beginning February 10, 2016 and ending March 8, 2016.
- B. Approval of Board Meeting Minutes from February 17, 2016
Commissioner Mee moved to approve the Consent Agenda as presented. Commissioner Frey seconded.

No discussion.

Motion passed by roll call vote.

Ayes: Vires, Morrill, Mee, Frey, Kelly

Nays: None

Abstain: Schobel

Absent: Hodgkinson

UNFINISHED BUSINESS

1. Recommendation to Approve Change Order #1 with Voris Mechanical for an additional 30 days for Exterior Piping Work

Commissioner Kelly moved to approve change order 1 with Vorriss Mechanical for an additional 30 days for exterior piping work due to weather constraints there is no change to the dollar amount of the contract. Seconded by Commissioner Vires.

Motion passed by roll call vote.

Ayes: Vires, Morrill, Mee, Frey, Kelly, Schobel

Nays: None

Abstain: None

Absent: Hodgkinson

2. Recommendation to Approve Change Order #1 with Kiefer Specialty Flooring to Reduce the Contract Amount by \$17,530

Commissioner Kelly moved to approve Change Order #1 with Kiefer Specialty Flooring to Reduce the Contract Amount by \$17,530. Seconded by Commissioner Mee.

Motion passed by roll call vote.

Ayes: Vires, Morrill, Mee, Frey, Kelly, Schobel

Nays: None

Abstain: None

Absent: Hodgkinson

NEW BUSINESS

1. Recommendation to Purchase from MTI/Reinders a 2016 Toro Groundsmaster 4000-D for \$71,692.29 and the 2016 Toro Groundsmaster 7210 for \$53,087.09 and to Trade In a Faulty 2015 Toro Groundsmaster 4010-D and Replace it with a 2016 Toro Groundsmaster 4000-D for a net Credit of \$3,002.10. MTI was the successful Bidder for this Equipment through the Illinois Joint Purchasing Program

Commissioner Mee moved to approve purchasing from MTI/Reinders a 2016 Toro Groundsmaster 4000-D for \$71,692.29 and the 2016 Toro Groundsmaster 7210 for \$53,087.09 and to Trade In a Faulty 2015 Toro Groundsmaster 4010-D and Replace it with a 2016 Toro Groundsmaster 4000-D for a net Credit of \$3,002.10. MTI was the successful Bidder for this Equipment through the Illinois Joint Purchasing Program. Seconded by Commissioner Kelly.

No discussion.

Motion passed by roll call vote.

Ayes: Vires, Morrill, Mee, Frey, Kelly, Schobel

Nays: None

Abstain: None

Absent: Hodgkinson

2. Approval to make a Purchase over \$10,000 and under the Legal Bid Limit of \$20,000 from Euclid Beverage of Craft Beer for the Wheaton Brew Fest Not to Exceed \$14,000.

Commissioner Frey moved to approve making a Purchase over \$10,000 and under the Legal Bid Limit of \$20,000 from Euclid Beverage of Craft Beer for the Wheaton Brew Fest Not to Exceed \$14,000. Seconded by Commissioner Schobel. Motion passed by voice vote.

3. Recommendation to Purchase from Reinders a Toro Groundsmaster 4000-D (Tier 4 Final) for \$61,428.54 and a Toro Multi Pro 5800-G with an Excelsior Rate Sprayer for \$55,679.43. Reinders was the successful Bidder for this Equipment through a National IPR as administered through the City of Tucson AZ as the Lead Agency.

Commissioner Kelly moved to approve purchasing from Reinders a Toro Groundsmaster 4000-D (Tier 4 Final) for \$61,428.54 and a Toro Multi Pro 5800-G with an Excelsior Rate Sprayer for \$55,679.43. Reinders was the successful Bidder for this Equipment through a National IPR as administered through the City of Tucson AZ as the Lead Agency. Seconded by Commissioner Schobel.

No discussion.

Motion passed by roll call vote.

Ayes: Vires, Morrill, Mee, Frey, Kelly, Schobel

Nays: None

Abstain: None

Absent: Hodgkinson

4. Recommendation for the Board to Approve the Sale of Beer and Wine within the Fenced Perimeter of Memorial Park for the 2016 Taste of Wheaton and the 2016 Wheaton Brew Fest

Commissioner Kelly moved to approve the Sale of Beer and Wine within the Fenced Perimeter of Memorial Park for the 2016 Taste of Wheaton and the 2016 Wheaton Brew Fest. Seconded by Commissioner Mee. Motion passed by voice vote.

5. Recommendation to Approve Johnny Rockets Display as the Pyrotechnic Vendor for the Independence Day Fireworks Display on July 3, 2016 for an amount not to exceed \$18,000.

Commissioner Kelly moved to approve Johnny Rockets Display as the Pyrotechnic Vendor for the Independence Day Fireworks Display on July 3, 2016 for an amount not to exceed \$18,000. Seconded by Commissioner Schobel.

Commissioner Frey asked if they were used by any other park districts. Superintendent of Special Facilities Dan Novak stated that Mount Prospect uses them. Commissioner Mee asked if the city was still subsidizing this. Executive Director Benard stated that they are.

Motion passed by roll call vote.

Ayes: Vires, Morrill, Mee, Frey, Kelly, Schobel

Nays: None

Abstain: None

Absent: Hodgkinson

6. Bid Results - Recommendation to Approve Purchases of Football Equipment and Apparel from Santo Sports, Riddell, and Areli. For expense details per Vendor, see Staff Report.

Commissioner Frey moved to approve Purchases of Football Equipment and Apparel from Santo Sports, Riddell, and Areli per staff report. Seconded by Commissioner Mee.

Motion passed by roll call vote.

Ayes: Vires, Morrill, Mee, Frey, Kelly, Schobel

Nays: None

Abstain: None

Absent: Hodgkinson

7. Ordinance 2016-02 Approving the Disposal and Sale of Personal Property owned by the Wheaton Park District

Commissioner Kelly moved to approve Ordinance 2016-02 Approving the Disposal and Sale of Personal Property owned by the Wheaton Park District. Seconded by Commissioner Vires.

No discussion

Motion passed by roll call vote.

Ayes: Vires, Morrill, Mee, Frey, Kelly, Schobel

Nays: None

Abstain: None

Absent: Hodgkinson

8. Park District Broadband Wide Area Network Improvement Project

- a. Recommendation to enter into a Master Service Agreement with COEO Solutions for 36 months at \$4,578.00 per month for Broadband Wide Area Network Services at the following Wheaton Park District Addresses; 1777 S. Blanchard Street, 102 E. Wesley Street, 1001 W. Lincoln Avenue, 1000 Manchester Road, 855 W. Prairie Avenue, and 26W151 Butterfield Road.

- b. Recommendation to engage Advanced Intelligence Engineering for design services related to the Broadband Wide Area Network Improvement Project for an amount not to exceed \$21,435.00
- c. Recommendation to engage Vison 96 for project management services related to the Broadband Wide Area Network Improvement Project for an amount not to exceed \$10,575
- d. Recommendation to Approve Hardware and Software Purchases related to the Broadband Wide Area Network Improvement Project for an amount not to exceed \$8,810.64

Commissioner Mee moved to approve Park District Broadband Wide Area Network Improvement Project

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- d. Recommendation to Approve Hardware and Software Purchases related to the Broadband Wide Area Network Improvement Project for an amount not to exceed \$8,810.64. Seconded by commissioner Schobel.

Commissioner Vires moved to table. Seconded by Commissioner Kelly. Commissioner Mee asked why we are tabling this. Commissioner Vires stated he objects from a process standpoint. Vires stated that the board saw this at the finance subcommittee meeting and He and Commissioner Kelly thought we would have time to review both AT&T and V96. Commissioner Kelly was under the impression this wasn't going to be on this agenda. Commissioner Morrill stated he thought that the board was agreeable to this after the finance subcommittee meeting when Benard was asked to provide comparable pricing from AT&T. He was anticipating it being on this agenda. Commissioner Mee agreed with Morrill Commissioner Schobel didn't have a problem with this. He stated that he didn't think that AT&T has good customer service.

Motion failed by roll call vote
Ayes: Vires, Kelly
Nays: Schobel, Morrill, Mee, Frey
Abstain: None
Absent: Hodgkinson

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- d. Recommendation to Approve Hardware and Software Purchases related to the Broadband Wide Area Network Improvement Project for an amount not to exceed \$8,810.64. Seconded by commissioner Schobel.

Motion passed by roll call vote

Ayes: Schobel, Morrill, Mee, Frey

Nays: None

Abstain: Vires, Kelly

Absent: Hodgkinson

9. Recommendation to Approve Area Sanitation Solutions for Portable Toilet Rentals at the following unit prices per use and type:

ADA UNIT - Season	\$82.00
STANDARD UNIT - Season	\$55.00
ADA UNIT - Event	\$112.00
STANDARD UNIT - Event	\$60.00
HAND WASH STATION - Event	\$65.00
HAND SANITIZER - Event	\$0.00
EXTRA SERVICE PER UNIT - Event	\$11.50

Commissioner Mee moved to approve Area Sanitation Solutions for Portable Toilet Rentals at the following unit prices per use and type:

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HAND SANITIZER - Event	\$0.00
EXTRA SERVICE PER UNIT - Event	\$11.50

Seconded by Vires

Executive Director Benard complimented staff on consolidating this and saving the district money.

Motion passed by roll call vote.

Ayes: Vires, Morrill, Mee, Frey, Kelly, Schobel

Nays: None

Abstain: None

Absent: Hodgkinson

REPORTS FROM STAFF

- **2015 Arrowhead Annual Report**

Commissioner Schobel was impressed with the Arrowhead report. He asked if the drone pictures on page 18 would be on the website. Director of Golf Bruce Stoller stated that they aren't on there yet; the files are too big and need to be made smaller.

Commissioner Mee commended staff on a job well done. He stated that he is happy to see that the nonresident golf rounds are the same as the resident golf rounds.

Commissioner Frey stated that the Arrowhead annual report was well written. He thought the flags were a great idea. Commissioner Morrill thought so too. Commissioner Morrill was happy to that the Jr. Golf League has tripled in size. He thought it was a fantastic report.

- **2015 Early Childhood Annual Report**

Commissioner Mee asked Preschool and Camps Director Megan Raitt if we ever turn people away. Raitt stated that we do have a limited amount of space but don't turn people away. We partner with the library to promote the preschool.

Commissioner Frey likes the highlights for the special events Raitt offers. He thought the camp out looked exciting.

Commissioner Morrill thought that 37 families participating in the camp out was fantastic. He asked Raitt if the Safety City numbers were down. Raitt stated that it depends on what year it is and where we're at. She believes this is an area we can grow in.

Executive Director Benard stated that Megan's programs are the first impression for many families and the introduction to the park district programs. He commended her on a job well done.

Benard stated that the Attitude and Interest Survey is going out soon. The last time we did this it was in 2008.

Commissioner Schobel asked Marketing Director Margie Wilhelmi if there is a link to Pelican Golf on our website. Wilhelmi stated there is a link on our website.

ADJOURNMENT

At 7:34 p.m., Commissioner Mee moved to adjourn the meeting. Commissioner Frey seconded. Motion passed by voice vote.

Finance Committee Meeting Minutes

March 2, 2016

Meeting was called to order at 5:30 pm. Present were:

President Hodgkinson, Chair John Vires, Commissioner Kelly, Commissioner Morrill, Commissioner Mee Executive Director Mike Benard, Executive Assistant Donna Siciliano, Finance Director Rita Trainor, Assistant Finance Director Andrea Chiappetta

Guest: Heather Yost, Senior Customer Success Manager for OpenGov
(Via webinar)

A. AT&T

Executive Director Benard stated that the bandwidth for the District has been a problem for a long time. Before July of this year we will need to terminate our relationship with AT&T to avoid having an out of contract problem with them like we did several years ago, (escalated fees). When we terminate our relationship with AT&T we will have to spend \$21,000 to use another company to receive our services through. It will still be AT&T's service we will obtain the services through a third party reseller, which will actually save us money. Adam from V96 recommends that we keep AT&T as our service provider and keep Comcast as the backup at Arrowhead. Our price will increase \$1,000 a month but we will be increasing our bandwidth.

Adam has been working on eliminating unused phone lines which will save us approximately \$40,000 a year. We will save an additional \$40,000 on getting rid of computer lines as well.

Benard stated that he can investigate pricing with AT&T but they are very difficult to deal with in the past on contract matters. He would still recommend going with the third party reseller even if they are the same price or a little higher because of the customer service issues when dealing with AT&T directly. The Board stated they would like a quote from AT&T

B. Open Gov Presentation

Heather from OpenGov gave a remote presentation of the product. The Board asked for their own login's so that they can go into OpenGov themselves and get more familiar with it. Commissioner Kelly showed interest in looking at some of the other municipalities that utilize OpenGov as well so that he can compare ours to theirs. Heather will provide each of them with a login.

C. Misc.

Commissioner Vires asked about PMA. Finance Director Trainor stated that she and Assistant Finance Director Chiappetta are meeting with them in the next two weeks. She will provide the Board with the plan that PMA develops for us at the next Finance Subcommittee meeting.

The meeting was adjourned at 6:31 p.m. without objection.

**Wheaton Park District
Building, Grounds and Capital Projects Subcommittee Minutes
March 2, 2016
4:30pm Museum**

In attendance: President Hodgkinson, Commissioner Kelly, Commissioner Mee, Commissioner Morrill, Commissioner Vires, Executive Director Benard, Executive Assistant Siciliano, Director of Parks and Planning Sperl, Superintendent of Planning Hinchee

Commissioner Mee arrived at 4:45 p.m.

Possible Full Board Action Required – Indicated by Underlining

A. Previous Minutes

1. February 3, 2016 – approved in February

Discussion Items

B. Previous Action Items

1. Animal Welcome Center

Director of Parks and Planning Sperl stated that only two people from the community showed up at the public meeting on February 29. Their biggest concerns were about parking and if it will be noisy or smell bad. Staff along with Larry Kmiecik answered all of their questions.

2. Rice Pool Master Plan

Sperl stated that the Ballard King proposal was below board consideration but not by much. Staff just wanted to keep the board informed about this. Commissioner Kelly stated he would like to see what they would say about closing North Side pool in their analysis. Sperl will let the board know when the kickoff meeting will be.

3. Central Athletic Center

The board liked the Conceptual plans for restrooms/concessions. Sperl stated that he would like to use the existing building for storage. Staff will talk to Elara regarding the piping at the site.

- i. Chiller - Time Extension

Extend the contract 30 days to allow for work on exterior piping to the ice rinks. The work on the interior of the building will remain unchanged and will be done in time to cool the building for the summer.

- ii. Bleachers - Value engineering

Superintendent of Planning Hinchee asked Kiefer Flooring for pricing on the bleachers. It will be approximately \$17,000. He recommends going with the alternate bid with Kieffer. He suggested that they call the agenda item Floor Project Value Engineering Revisions Change Order.

4. CC Chiller Trane Assessment - Notice to proceed for Eddy Current Test (\$8,500)
Commissioner Kelly suggested that staff show Bob St. Mary the old Trane Chiller to get his opinion if it was worth doing this test or not.
5. Community Center Proposal for Building Envelope Study / Masonry Failure – pending
Sperl stated we are using Williams/PHN.

C. New Items

1. March Bids in process
 - i. Portable restrooms
Hinchee stated that it looks like we are able to decrease the cost from last year. We will save approximately \$8,000 by doing this bidding process.
 - ii. Natural Area Management
Hinchee stated that we did a more complex bidding process this time. This bid included North Side and adding some of the Lincoln Marsh area. This falls within the amount we budgeted for it.
2. AGC Parking
Additional services
Hinchee stated that it will be \$750 for extra lighting and \$1,700 for extra spaces. The board was in favor of this.
3. Church of Resurrection Lease for Teams Course
Sperl informed the board about the lease idea that Mike Kelly from the Lincoln Marsh had to utilize space in the Church of the Resurrection for the Teams Course on rainy days. This use would be in exchange for programming for their youth program. Sperl thinks this is a great opportunity for future use that could benefit our programs.

D. Follow Up – Updates or Pending

1. Sanitary District Easements - No update
2. Blanchard House Demolition
Hinchee stated that the utilities are being disconnected. JULIE mismarked the sanitary line so we are working with the city to find it. It will be demolished by the end of the month.
3. CAC Chiller – under construction
4. Duct Wrap Bid – under construction
The Kale Gym is done.
5. Friends of Northside Park Committee re-engagement
Staff will be contacting the neighbors soon regarding the tennis courts.
6. Rathje Park Concept Plans
Staff is scheduling a meeting with the neighbors
7. Clocktower Commons Miniature Golf Carpet – March 24 facility opening
Sperl stated he is confident we can open this year with the new carpet. The carpet may be purchased directly and the installation contracted separately. Commissioner Kelly

recommended staff take the old carpet up before opening day with signs posted so that people are aware it's being redone

8. Memorial Park Master Plan – Kick off meeting scheduled March 3

E. General Administrative Items

1. Atten Cell Tower Lease – pending report

2. Hillside Tot Lot

Benard stated that we signed a lease in 2001 with the City. Staff would like to put on the March agenda for board approval to renew the lease. The board was agreeable to putting this on the agenda.

3. Rec N Roll – WDSRA

Benard stated that WDSRA gave us a proposal to have a Rec N Roll program at CAC. Benard would like to build out the locker room area. They would need 1000 sq ft. We would contribute 5-8 Levy Money to do remodeling. Benard would like to look at the other 5,000 sq ft to remodel while we are looking at this. Benard will prepare a report for the board on this.

The meeting was adjourned without objection at 5:30 p.m.

Finance Committee Meeting Minutes

April 6, 2016

Meeting was called to order at 5:45 pm. Present were:

President Hodgkinson, Chair John Vires, Commissioner Kelly, Commissioner Morrill, Executive Director Mike Benard, Executive Assistant Donna Siciliano, Finance Director Rita Trainor, Assistant Finance Director Andrea Chiappetta

Guest: Tim Matthew, Sr. Portfolio Advisor PMA Financial Network, Inc.

A. Previous Minutes

The board agreed that the March 2, 2016 Finance Subcommittee minutes were good and could be included in the April 20th regular board meeting packet for full board approval.

B. PMA

Tim Matthew from PMA gave a presentation to the board. The following questions were asked by the board:

Commissioner Kelly asked what a rough estimate of the increase in interest income would be as a result of this new investment plan. He explained he was only interested in a rough estimate, using current rates and the proposed investment horizons and investment instruments. PMA representative, Tim Matthew, responded that he would run the numbers and get back to them with an estimate. Chairman Vires indicated that off the top of his head, using conservative figures he'd ballpark an increase in annual interest of \$28K.

Commissioner Kelly and President Hodgkinson both inquired about what instruments specifically that PMA would be recommending that the District invest in. Mr. Matthew explained that initially most of the investments would be in FDIC insured certificates of deposit (CD's). He explained that his firm has a network of 1,200 banks that they have vetted. They put out a portfolio such as ours to this network for each of the banks to bid on whatever maturities they are interested in. He then evaluates the bids to select the highest yields for the District. He indicated that at some point, typically around the top 30 banks there comes a point where the yields on the CD's are less competitive than treasuries or agencies so he would also be looking at the yields available in those instruments for the portfolio.

Director Benard asked what next steps the board was looking for in terms of moving forward with implementing this plan, specifically what action items

would be required for formal board action at this point. Chairman Vires indicated that he felt the development, review and subsequent adoption of the Investment Policy, combined with the selection of an investment advisor and now the subsequent detailed review of the specific investment plan that had taken place at this meeting was sufficient for staff to now go forward and execute it. The other commissioners indicated their agreement with same and Commissioner Kelly concurred adding that he would also like to see a monthly investment report. Staff offered to include it in the board's monthly financial report and the commissioners indicated that was acceptable to them. They also indicated that they were not interested in seeing a list of each CD that the District was invested in but instead were more interested in an informational approach, where staff would report out the total invested in CDs, treasuries or agencies. Staff agreed to add this to the monthly financial reports.

C. IMET update

The board agreed that we would stay in the consortium until it ends which should be in the next few months.

D. RFP Audit Services 2016-2018

Andrea stated that she added the foundations audits into this version of the RFP for a seamless audit with just one firm. This enables the auditing firm to test the payables and receivables more effectively between the District and the foundations. She said that she will require that each responding firm quote each foundation separately. Executive Director Benard stated that he would review the RFP before it is released.

E. Request from Kopion Soccer to Reduce Residency Percentage to 60% from 70% for Eligibility for Resident Rates (previous action Oct 2015)

Executive Director Benard suggested that we take it down to 60% for Resident Rate Eligibility, no cap and no discount on turf field. The board agreed.

F. Status of Board Member Review of Open Gov Website

This item was pushed to the May Finance Subcommittee meeting.

G. Other Items

None

The meeting was adjourned at 6:50 p.m. without objection.

**Wheaton Park District
Building, Grounds and Capital Projects Subcommittee Meeting Minutes
April 6, 2016
4:30pm Museum**

In attendance: Commissioner Kelly, Commissioner Vires, Commissioner Morrill, President Hodgkinson, Executive Director Benard, Executive Assistant Siciliano, Director of Parks and Planning Sperl, Superintendent of Planning Hinchee

Possible Full Board Action Required – Indicated by Underlining

A. Previous Minutes

1. March 2, 2016 – approved in March

Discussion Items

B. Previous Action Items

1. Sanitary District Easements – Meeting held on March 28; new easements are required based on the currently proposed route that follows their existing easement
Commissioner Kelly suggested preserving Wheaton North’s ball field during their scheduled use if possible. Executive Director Benard stated that Scott Day who specializes in real estate is going to take care of legal issues with easements. The board was agreeable with this. Benard will provide the board with what he’s done so far with investigating different legal firms.
2. CAC Chiller – schedule delayed
The contractor has committed to the chiller being operational by the final completion date. Staff will keep the board advised of the progress on this. Commissioner Kelly stated he may attend the next construction meeting with staff on April 19.
3. Community Center Proposal for Building Envelope Study / Masonry Failure – Draft received – to be sent separately
Director of Parks and Planning Sperl stated that we should have a final on this soon. Commissioner Kelly asked him to email a copy to him, and put it in the April board packet. Commissioner Kelly suggested that we have the roof company inspect the roof every year to every other year.

C. New Items

1. April Bids in process
 - i. Natural Area Management
Staff received a great response on this. We are under budget; approximately half of what was projected. Staff is recommending splitting the project between 3 different bidders even though some of the bidders refuse to accept just one bid item Commissioner Kelly stated that we need to make it very clear in the bid documents that their bid might result in a total or partial award Staff wanted the low bid contractor on the work for Rathje Park to start on this tomorrow as the algae has grown considerable this spring. Since he was only low after a few other bidders refused to accept just this portion of the project he board was only

agreeable to this after we get it in writing that the other lower bidders are refusing to accept just this portion of the entire project.

ii. Northside Tennis Courts – Opening April 6

This bid was opened today. We budgeted \$180,000 for all 6 courts. The Staff recommendation is to accept the Base bid and Alternate Bid and do all 6 courts with the membrane coating as it is under the total budget. The low bidder appears to have misinterpreted the bid form and appears to have quoted a total new price for the base bid and alternate in lieu of “an add on” amount as his alternate bid price. Commissioner Kelly suggested consulting an Attorney to confirm we can allow him to clarify his alternate bid and then award to him. Commissioner Kelly and asked that staff send him a copy of the low bidders actual bid form to review.

iii. Brighton Playground Surfacing – Opening April 13

Superintendent of Planning Hinchee stated that he thought we will get a good price on both Brighton and Sunnyside Playground surfacing. He also thinks that they will extend the warranty to 10 years.

iv. Sunnyside Playground Surfacing – Opening April 13

See Brighton Playground comments.

v. AGC Painting

This is for the North side of the building and it's within budget. There were no questions from the board.

vi. AGC Restroom Trailer – Option for CAC

We received one bid from the Comforts of Home. The trailer will be for the West Course. Commissioner Kelly asked if we could get a price to see how much it would be to rent one for CAC ice rink area. He would prefer to wait until the ice is in to see what we want to do as a permanent solution. Commissioner Morrill agreed.

vii. Asphalt – Opening April 8

Staff will get the priorities graphics to the board. Commissioner Kelly gave suggestions to staff on changing the bid statement. Make it clear that they may get one or all and that multiple bidders could be awarded. Commissioner Kelly also suggested including a line for contractors to provide a discount amount if they are awarded all portions.

2. Graf Park Garage - Permit submitted

Hinchee stated that we budgeted this like we did at Atten as if we were doing the work in house. If we contract it out, we will likely be over budget.

Follow Up – Updates or Pending

1. Blanchard House Demolition – complete

2. Animal Welcome Center – Permit application submitted

Our application was not accepted due to some additionally requested items. We will have the consultant resubmit it.

3. Duct Wrap Bid – completed

4. Friends of Northside Park Committee re-engagement – scheduled for April 12 and May 5
5. Central Athletic Center – Floors and bleachers – no update
6. Rathje Park Concept Plans – neighbor meeting scheduled for April 11
7. Clocktower Commons Miniature Golf Carpet – completed
8. Rice Pool Master Plan – scheduling kick off with WTI and BK
9. CC Chiller Trane Assessment – requested to proceed
Miguel is currently working with them.
10. Memorial Park Master Plan – kick off meeting - March 3; plat of survey being prepared
11. Projects and Planning Schedules

E. General Administrative Items

1. Atten Cell Tower Lease – meeting with corporate counsel held March 30
Charlene from Tressler is working with staff, giving us a more comprehensive view.
There is no rush to sell.
2. Potential Land Acquisition
There is a meeting scheduled with staff on April 19th. President Hodgkinson and Commissioner Kelly stated they will both attend. Commissioner Morrill would like to attend if one of them can't make it.
3. Misc.
Staff is looking into storm water storage at the old Dunkin Donuts site on Main Street. The city and the county are interested in talking to us about it.

President Hodgkinson asked the rest of the board if they are able to change the subcommittee nights to Monday to accommodate Commissioner Frey being able to attend. Commissioner's Kelly and Vires both stated that Monday's did not work for them. Executive Director Benard thought it wouldn't work for Commissioner Mee either as he has his Police board meetings on Monday nights too. It was decided to keep the meetings on Wednesday nights.

The meeting was adjourned without objection at 5:40 p.m.