



Fountain View Recreation Center  
910 N Gary Ave  
Carol Stream, Illinois  
Conference Room

**Personnel Committee Meeting**  
**March 13, 2017**  
**6:00 pm**

**Topics:**

**Closed Session:**

Personnel: Performance of an Employee,  
Section 2(c)(1)



Board of Commissioners - Regular Business Meeting  
910 N Gary Ave  
Carol Stream, Illinois  
Room 120

**March 13, 2017**

**7:00pm**

- 1. Call To Order**
- 2. Roll Call – Pledge of Allegiance**
- 3. Changes or Additions to the Agenda**
- 4. Listening Post**
- 5. Appointments and Presentations**
- 6. 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 of Regular Minutes: February 27, 2017
  - B. Ratify February 2017 Bills
- 7. Action Items**
  - A. Approval: Award of the Coral Cove Spray Pad Renovation Project
- 8. New Business**
- 9. Discussion Items**
  - A. Discussion: Utilities Update
  - B. Discussion: Concessions Vendor/Beverage Update
  - C. Weekly Happenings (oral)
- 10. Closed Session**
- 11. Action pertaining to closed session**
- 12. Next Meeting – April 10 at 7:00pm**
- 13. Adjournment**

## CONSENT AGENDA INSTRUCTIONS

### Moving into the Consent Agenda:

- Board President will announce the next item of business is the Consent Agenda.
- Board President will ask the Board Secretary to read items included in the consent agenda.
- As items are read, if a Commissioner would like an item not to be included in the Consent Agenda, please respond “no”.

### Creation of Consent Agenda:

Once the items for action in the Consent Agenda are agreed upon:

- Board President will ask for a motion to ***accept*** the Consent Agenda. The motion will need a second. A unanimous voice vote is then required to accept the consent agenda.

### Approval of Consent Agenda:

- Board President will ask for a motion to ***approve*** the Consent Agenda. The motion will need a second. Board Secretary will take a roll-call vote to ***approve*** all the items listed in the Consent Agenda.



	<p><b>Roll Call Vote:</b>  Commissioner Bird: Aye  Commissioner Gramann: Aye  Commissioner Powers: Aye  Commissioner Jaszka: Absent</p> <p>Commissioner Jeffery: Aye  Commissioner Sokolowski: Absent  Commissioner Ullman: Aye</p> <p>All in favor: Aye  Motion Passes 5-0-2</p>
<b>Action Items</b>	None
<b>Discussion Items</b>	<p><b>A. Recreation Report (oral)</b></p> <p>Director Haring shared with the Board that staff was present to report the 2016 Annual Report. Credit for much of this accomplishments listed in this report needs to go to Recreation Programming staff. The Recreation staff also wishes to acknowledge that these accomplishments wouldn't have been possible without the support and cooperation from the staff members of the Parks, Facilities and Production and Finance and Administration Departments.</p> <p><i>Health and Fitness Manager, Juli Murray presented the fitness report.</i>  <i>Highlights include:</i></p> <ul style="list-style-type: none"> <li>• Group fitness program has 1000 members and 30% of those take classes.</li> <li>• Glenbard North High School students are helping out by cleaning.</li> <li>• Over 3,000 Fitness Center memberships were sold.</li> <li>• 628 Walking Track memberships were sold.</li> <li>• Average daily usage of the Fitness Center was 559.</li> <li>• Corporate Fitness Memberships increased.</li> <li>• Dolphin Swim Team continues to grow with 142 members.</li> <li>• Open gym revenue exceeded.</li> <li>• Rentals increased.</li> </ul> <p><i>Recreation Manager, Renee Bachewicz presented the Recreation Report for Before and After Care, Preschool, Special Interests and Athletics.</i>  <i>Highlights include:</i></p> <ul style="list-style-type: none"> <li>• Before and After Care hours changed to help the Monday early release for School District #93. Also added were learning centers to Before and After Care programming. Commissioner Gramann asked what the new hours are.</li> <li>• Manager Bachewicz praised Athletic Supervisor Kenney on a job well done in the Adult Tournaments.</li> <li>• 136 Preschool students in the 2015-16 school year.</li> <li>• President Jeffery commended Carol Stream Park District Preschool program. Shared that her daughters 2<sup>nd</sup> grade friend went back to read to the preschool kids.</li> <li>• IAPD Power Play! Grant recipient in 2016 - \$1,000 (3<sup>rd</sup> time recipient!). Grant encourages leading a healthy, active lifestyle.</li> <li>• Partnered with Fountain View Fitness to bring health and fitness to ActivKids for weekly visits.</li> </ul>

- Serve over 1,400 children per week, 380 registered participants in 2016
- Days Off Club Participation: 2015-16 = 1,089 participants over 21 days

*Recreation Supervisor Sarah Cipriano presented the Recreation Report for Dance, Gymnastics, Theatre, Volunteers, Forever Young and Sponsors and Donations.*

*Highlights include:*

- Bears and flowers were sold at theatre performances.
- Dance Recital, "Lights, Camera, Dance!" - 198 dancers.
- Gymnastics Springers State Wins: 1<sup>st</sup> Place - Compulsory Level 4, 2<sup>nd</sup> place - Compulsory levels 2, 3, 5, tumbling, optional gold, & optional silver.
- Increase in Theatre and Awesome Adventure Camp numbers.
- Forever Young 101 Day Trips including indoor sky diving and Washington DC overnight trip.
- Volunteer hours for special events, administrative tasks, and facility tasks exceeded 850 hours
- Girl Scout Troop, Eagle Scout, Glenbard North students, and community members – 120+ hours
- YMSL (Young Men's Service League) – 730 hours
- 27 NEW sponsors, exhibitors, and advertisers.

*Recreation Manager Waghorne presented the Recreation Report for Rentals, Birthday Parties and Concessions.*

*Highlights include:*

- A total of 180 room rentals took place in both facilities.
- 104 Birthday Parties
- New Church contract at Fountain View Recreation Center. Commissioner Gramman asked what Church. Bartlett Mission Church.
- Keri Adams is now going to be Concessions Coordinator.
- April 1, 2017 Concessions will start at McCaslin.

Recreation Department 2016 Annual Report concluded and Commissioner Gramann praised staff on a great report.

## **B. Weekly Happenings (oral)**

### **Freedom of Information Act (FOIA)**

- Commissioner Bird asked who it was from. Executive Director Reuter shared with Commissioner Bird and the Board that Under FOIA they have the right to ask and the Park District provides information as requested. FOIA request are sometimes used for information such as Bid lists. Under FOIA it is the law that the District provides information if requested.

### **Carol Stream Library Competition**

- Commissioner Gramann shared that in the Carol Stream Library flyer there is competition for cooking, line dancing, writing and publishing. And that there are similar programs offered at the Park District. Commissioner Gramman suggested that the Park District and the Library meet to discuss.
- President Jeffery shared that the library is offering activities to make the library fun.
- Commissioner Gramann shared that it is tax payer's dollars.

### **McCaslin Sound System**

- Commissioner Powers asked about the replacement of the McCaslin sound system.

	<p>Executive Director Reuter clarified that McCaslin didn't have one so this is a new added sound system.</p> <p>Fountain View Fitness Center Leak</p> <ul style="list-style-type: none"> <li>• Commissioner Powers asked about the leak. Director Rosenberg shared that there was a crack in the men's shower grout. The crack has been repaired.</li> </ul> <p><b>9C. Strategic Plan Discussion (Added)</b></p> <p>At 7:47pm the Board and Staff continued to discuss the Strategic Plan.</p> <ul style="list-style-type: none"> <li>• Director Rini continued to discuss Finance and Administration and prioritizing Board suggestions.</li> <li>• Executive Director Reuter asked the Board to prioritize the lists by numbering 5 (high) to 1 (low). The Board used stickers with numbers to prioritize.</li> <li>• This concluded the Strategic Plan discussion.</li> </ul>
<b>Closed Session</b>	Commissioner Powers made a motion to go into closed session at 8:01pm. Seconded by Commissioner Bird. All in favor: Aye Personnel: Employment of an Employee, Section 2(c)(1)
<b>Action Pertaining to Closed Session</b>	None
<b>Adjournment</b>	Commissioner Powers made a motion to adjourn the meeting. Seconded by Commissioner Bird. Voice Vote taken. Motion passed 5-0-2. Meeting adjourned at 8:30 pm.

\_\_\_\_\_  
President  
Jacqueline Jeffery

\_\_\_\_\_  
Secretary  
Jim Reuter

March 13, 2017  
Date



**Park Board President**  
Jacqueline Jeffery  
**Vice President**  
John Jaszka

849 W. Lies Road · Carol Stream, Illinois 60188  
630-784-6100 · fax: 630-372-9622

**Board Members**  
Dan Bird  
Brenda Gramann  
Tim Powers  
Brian Sokolowski  
Wynn Ullman

**Executive Director**  
Jim Reuter

## BOARD SUMMARY

**To:** Board of Commissioners  
**From:** Bill Rosenberg, Director of Parks, Facility and Production  
**Date:** March 13, 2017  
**Subject:** Approval: Award of the Coral Cove Splash Pad Renovation Project

**Agenda Item #: 7A**

---

**ISSUE:** Should the Carol Stream Park District approve the bid submitted by Lindblad Construction Co. of Joliet, 717 E Cass Street, PO Box 899, Joliet IL 60434 in the amount of \$83,333.00 for the replacement of the Coral Cove Splash Pad.

### BACKGROUND/REASONING:

- In the last 10 years staff has replaced the splash pad tiles twice.
- Staff has painted the tiles to increase their longevity.
- The tiles have deteriorated to a point where the material particles fall off of the tiles and are clogging up the filters, creating dark marks on the structure, and turning the water black.
- Wight Engineering was hired to investigate other surfacing, provide a cost estimate, construction drawings and bid documents.
- Bid advertisement was published in the Daily Herald on February 20, 2017 and the bid opening was held on March 3, 2017.
- 16 bid packets were either viewed or distributed and 5 bids were received.
- Wight Engineering interviewed Lindblad representatives and reviewed the scope of work. References were contacted and verified.

### SUPPORTING DOCUMENTS SUMMARY:

- Bid Tabulation Sheet
- Wight Engineering letter of recommendation.

### COST:

- \$83,333 will be charged to GL # 42-5-00-00-753.

**PUBLIC/CUSTOMER IMPACT:** The public will be able to enjoy the spray park and maintenance issues caused by the deteriorating tiles will be resolved.

**RECOMMENDATION:** That the Board award the Coral Cove Splash Pad Renovation Project contract to Lindblad Construction Co., Joliet IL in the amount of \$83,333.00.



BID TABULATION SHEET

Wight & Company Project Number: 01-5632-02  
 Project: Carol Stream Park District – Coral Cove Splash Pad Renovation

Date: March 3, 2017  
 Time: 11:00 a.m.

Bidder	Bid Deposit 10%		Certified Check	Addendums issued	Base Bid	Comments
	Bond	Cashier's Check				
Bidder Claus Brothers	X			2 X	\$86,843.49	
Bidder Schaeffes Brothers	Bond	Cashier's Check	Certified Check	Addendums issued	Base Bid	Comments
	X			2 X	\$106,000.00	
Bidder Chicago Land Construction	Bond	Cashier's Check	Certified Check	Addendums issued	Base Bid	Comments
	X			2 X	\$163,800.00	
Bidder Unidbid Construction	Bond	Cashier's Check	Certified Check	Addendums issued	Base Bid	Comments
	X			2 X	\$83,333.00	
Bidder Continental Construction	Bond	Cashier's Check	Certified Check	Addendums issued	Base Bid	Comments
	X			2 X	\$167,000.00	
Bidder	Bond	Cashier's Check	Certified Check	Addendums issued	Base Bid	Comments
				2		
Bidder	Bond	Cashier's Check	Certified Check	Addendums issued	Base Bid	Comments
				2		
Bidder	Bond	Cashier's Check	Certified Check	Addendums issued	Base Bid	Comments
				2		
Bidder	Bond	Cashier's Check	Certified Check	Addendums issued	Base Bid	Comments
				2		





Wight & Company

wightco.com

211 North Clinton Street

Suite 300N

Chicago, IL 60661

P 312.261.5700

F 312.261.5701

March 6, 2017

Mr. Bill Rosenberg  
Director of Parks, Facilities & Production  
Carol Stream Park District  
280 Kuhn Road  
Carol Stream, IL 60188

**CAROL STREAM PARK DISTRICT: CORAL COVE SPLASH PAD RENOVATION  
01-5632-02**

Dear Mr. Rosenberg:

On March 3, 2017, bids were received by Carol Steam Park District, for the Coral Cover Splash Pad Renovation project. A total of five contractors' submitted bids: Please see the attached bid tabulation sheet. The apparent low bidder was Lindblad Construction of Joliet, Illinois, with a bid of \$83,333.00.

Wight & Company has reviewed the project with the Linbdblاد Construction to confirm that they have accounted for all the scope. Wight & Company has also consulted the references provided by them and each has indicated that their projects went well and that they would work with the low bidder again.

Based upon our evaluation of the bids, our scope review, and the references provided; Wight & Company recommends award of the contract to Lindblad Construction in the amount of \$83,333.00.

Please contact me should you have any questions regarding this matters.

Respectfully submitted,

**Wight & Company**

Shawn M. Benson, P.E.  
Project Manager



## Board Memo

**To:** Board of Commissioners

**From:** Dave Haring, Director of Recreation

**Date:** March 13, 2017

**Re:** Discussion: Concessions Vendor/Beverage Update

---

Currently the Park District has a contractual agreement with the Dr. Pepper/Snapple Group to be the sole provider of the district's beverage needs. That agreement expires on March 31, 2017. Rather than do a formal RFP (Request for Proposal) to solicit bids from the various vendors, staff has targeted Pepsi as our preferred vendor. As we have discussed previously, staff wants to be able to capitalize on the ability to sell Gatorade which is one the most requested items at McCaslin Park. Gatorade is only available thru Pepsi.

Staff has had several meetings with the representative from Pepsi and have been presented with a proposal that includes the following items:

- 3 year agreement.
- Pepsi will pay \$7,500 annually for the length of the contract.
- Pepsi will provide a \$1 rebate on each gallon of bag in the box (fountain drink syrup) purchased.
- Pepsi will provide a \$1 rebate on cases of 20 ounce bottles purchased and a \$4 rebate on each case of Gatorade purchased.
- Pepsi will provide 35% commission on the sales of the full service vending machines.
- In addition to providing beverage machines at FVRC, Pepsi will also provide us with a fountain drink dispenser and drink cooler at Coral Cove Water Park (CCWP). By doing this, the district will not have to purchase a dispenser or cooler which were originally included in the new concessions equipment budget. This will save \$3,000.
- Estimated value of agreement is \$48,000 after three years.

It should be noted that the financial terms of this agreement are much higher than what the Dr. Pepper/Snapple agreement previously provided to the District. The only area that was higher under Dr. Pepper/Snapple was that they provided a \$2 rebate on cases of 20 ounce bottles where Pepsi is providing \$1.

It is staff's intention to finalize the agreement with Pepsi and enter into a three year agreement.