

**MINUTES OF THE REGULAR MEETING OF THE STREAMWOOD
PARK DISTRICT BOARD OF COMMISSIONERS HELD VIA
ZOOM ON TUESDAY, MARCH 23, 2021**

The meeting will be conducted by audio or video conference without a physically present quorum of the Streamwood Park District Board of Commissioners because of a disaster declaration related to COVID-19 public health concerns affecting the jurisdiction of the Park District. President Wright has determined that an in-person meeting at the Hoosier Grove Barn, 700 W. Irving Park Road, with all participants, is not practical or prudent because of the disaster. Commissioners, the Executive Director, Staff and chief legal counsel will not all be physically present at the Hoosier Grove Barn, 700 W. Irving Park Road, due to the disaster. Physical public attendance at the Hoosier Grove Barn, 700 W. Irving Park Road, may be limited or not feasible, so alternative arrangements for public access to hear the meeting are available. The meeting will also be audio or video recorded and made available to the public as provided by law.

CALL TO ORDER/ROLL CALL

President Wright called the meeting to order at 7:00 p.m. Present were Commissioners Adriana Armstrong, Rick Brogan, Richard Janiec and Raees Yawer, along with staff members Executive Director Jeff Janda, Superintendent of Parks & Planning Ian Pickett, Superintendent of Recreation Steve Muenz , Executive Assistant Elizabeth Sampson and Finance Manager Sherri Harry.

CONFIRMATION THAT ALL PARTICIPANTS CAN HEAR ONE ANOTHER

President Wright confirmed with everyone that they were all able to hear one another.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

INTRODUCTION OF GUESTS

Resident Cathy Ventricelli-Talent was on the zoom meeting.

TOPICS FROM THE FLOOR

None.

APPROVAL OF AGENDA

Commissioner Janiec moved approval of the agenda as presented and Commissioner Yawer seconded the motion.
Vote on the motion:

Commissioner Armstrong – Aye

Commissioner Janiec – Aye

President Wright – Aye

Commissioner Brogan – Aye

Commissioner Yawer – Aye

Motion carried.

FINANCE REPORT

A. Non-Funding of PARC-Grants for Park Place and Community Center and Impact of Capital Funding Availability

Executive Director Janda explained how we can still do some projects even though we are not receiving any of the grants.

There were no questions or comments.

B. Replacement of Community Center Roof – Authorize Revised Bid Specifications and Bidding of Project

Executive Director Janda stated that even though we will not be receiving the PARC Grants we will still need to replace the leaking Community Center roof. Executive Director Janda is requesting that the Board approve the staff to update the necessary plans and bid documents related to the roof replacement component of the renovation project and let out for sealed public bid.

He said the project will be funded by the Streamwood Park District 2020 G.O. Bond and other Streamwood Park District funds.

There were no questions or comments.

C. Replacement of Park Place Family Recreational Center S-1 Unit – Authorize Creation of Bid Specification and Documents and Bidding of Project

Executive Director Janda requested that the Board approve the staff to create the necessary plans and bid documents for the S-1 component of the renovation project and let out for sealed public bid. He said this project will be funded in part by a minor existing DCEO Grant, the Streamwood Park District 2020 G.O. Bond and other Streamwood Park District funds.

There were no questions or comments.

D. Authorization of Intergovernmental Agreement with Buckingham Woods Homeowners Association for the Provision of Landscaping Contractor Services for Buckingham Woods Park North and Buckingham Woods Park South

Executive Director Janda requested that the Board approve and adopt Resolution 2021-03-01-R Authorizing of Intergovernmental Agreement with Buckingham Woods Homeowners Association for the provision of landscaping contractor services for Buckingham Woods Park North and South. He stated that the agreement transfers responsibility for certain turf, landscape and other general park maintenance activities at the Buckingham Woods North and South Parks to the Buckingham Woods Homeowners Association at their sole cost and expense.

There were no questions or comments.

E. Bid Results of the Custodial Services Bid and Contract Award for the Provision of Contracted Cleaning Services at Various Locations Throughout the District for a One Year Contract with Two (2) One-Year Optional Extensions

Executive Director Janda said that pending updated reference and background checks, staff is recommending that the Board approve the District to enter a contract with Eco Clean

Maintenance, Inc. for a three-year price of \$191,808.00. He said that eighteen custodial contractors picked up specifications for the project of which eleven submitted bids and Eco Clean Maintenance submitted the lowest three-year bid.

There were no questions or comments.

F. Lease Proposal of Park Place Lower Level Physical Therapy Space Vacated by Sherman Advocate Hospital

Executive Director Janda informed the Board that Rush Physical Therapy was the only entity that expressed a real interest in leasing the physical therapy space for on site therapy. He said that the lease agreement has an initial five year term and two (2) three (3) year extension options. He also stated that the lease rate for the initial term is \$40,000 per year with an increase to \$45,000 for the optional extensions. Executive Director Janda said that he is awaiting for the revised draft which he will forward to the Board for review and consideration.

There were no questions or comments.

POLICY AND PLANNING REPORT

A. Renewal of Intergovernmental Agreement for the Use of Land By and Between the Board of Education U-46 and the Streamwood Park District

Executive Director Janda said that he has been meeting with representatives from U-46 related to the Intergovernmental Government Agreement for shared use of facilities.

APPROVAL OF THE CONSENT AGENDA

- A.** Minutes of the Regular Board meeting on February 23, 2021;
- B.** February, 2021 Financial Reports;
- C.** February 9, 2021 – March 9, 2021 expenditures totaling \$98,868.42;
- D.** IMRF payment totaling \$18,235.82;
- E.** P-card purchases paid in February, 2021 totaling \$6,587.07;
- F.** February 12, 2021 and February 26, 2021 payroll and payroll taxes totaling \$120,393.80.

Commissioner Janiec moved approval of the consent agenda and the motion was seconded by Commissioner Yawer. Vote on the motion:

Commissioner Armstrong – Aye
Commissioner Janiec – Aye
President Wright – Aye

Commissioner Brogan – Aye
Commissioner Yawer – Aye

Motion carried.

CORRESPONDENCE

Commissioner Armstrong said that she received an e-mail from a young lady who noticed a lot of trash on our paths and wondered if we had an organized clean-up day. She said that if we do we should reach out to her as she would be willing to help.

Executive Director Janda informed the Board that Fitness & Membership Manager Kyle Saros's brother had passed away and was sending our thoughts and prayers to him and his family.

DEPARTMENTS & DIRECTOR'S REPORT

Executive Director Janda presented a monthly report of activities for the District and a copy of it is incorporated into the minutes.

COMMISSIONERS' REPORT

Commissioner Brogan stated that the walking paths are highly used and he feels that maybe we could temporary fix them until we have more funds.

PRESIDENT'S REPORT

- A. President Wright informed the Board that at the April Board meeting they will discuss Executive Director Janda's evaluation. He also said that the meeting will be at Hoosier Grove Barn as he feels we would be able to social distance and take all the precautions necessary.
- B. President Wright sends his condolences to Fitness & Membership Manager Saros and his family.

UNFINISHED BUSINESS

None.

NEW BUSINESS

- A. **Discussion and Consideration to Authorize DLA Ltd. Architects Under Master Contract Approved November 17, 2020 to Revise Bid Specifications for the Replacement of the Community Center Roof and to Let Out The Project for Public Sealed Bid**

There were no questions or comments.

Commissioner Janiec moved approval the request to update the necessary plans and bid documents related to the Community Center roof replacement component of the renovation project and let out the sealed public bid. Commissioner Yawer seconded the motion.

Vote on the motion:

Commissioner Armstrong – Aye
Commissioner Janiec – Aye
President Wright – Aye

Commissioner Brogan – Aye
Commissioner Yawer – Aye

Motion carried.

- B. **Discussion and Consideration to Authorize DLA, Ltd. Architects Under Master Contract Approved November 17, 2020 to Create Bid Specifications for the Replacement of the Park Place Family Recreational Center S-1 Unit and to Let Out for Public Sealed Bid**

There were no questions or comments.

Commissioner Janiec moved approval of the request to create the necessary plans and bid documents

for the replacement of the Park Place Family Recreational Center S-1 component of the renovation project and let out for sealed public bid. Commissioner Yawer seconded the motion.

Vote on the motion:

Commissioner Armstrong – Aye
Commissioner Janiec – Aye
President Wright – Aye

Commissioner Brogan – Aye
Commissioner Yawer – Aye

Motion carried.

- C. Discussion and Consideration of Resolution 2021-03-01-R: Authorizing an Intergovernmental Agreement with Buckingham Woods Homeowners Association for the Provision of Landscaping Contractor Services for Buckingham Woods Park North and Buckingham Woods Park South**
There were no questions or problems.

Commissioner Janiec moved approval of Resolution 2021-03-01-R which authorizes the District to enter into an agreement with the Buckingham Woods Homeowners allowing the HOA to provide general landscaping contractor services for both Buckingham Woods North and South Parks as part of the HOA's overall neighborhood landscaping maintenance program. Commissioner Yawer seconded the motion.

Vote on the motion:

Commissioner Armstrong – Aye
Commissioner Janiec – Aye
President Wright – Aye

Commissioner Brogan – Aye
Commissioner Yawer – Aye

Motion carried.

- D. Discussion and Consideration of Bid Results Acceptance and Contract Award for the Provision of Contracted Cleaning Services at Various Locations Throughout the District To the Lowest Qualified bidder, Eco Clean Maintenance, Inc. as Recommended by Staff for a (1) One Year contract with Two (2)- Optional One (1) Year Extensions at a cost of \$63,936 for Year One, Two and Three Pending Successful Reference and Background Checks**
There were no questions or comments.

Commissioner Janiec moved approval of the District to enter a contract with Eco Clean Maintenance Inc. for a three year bid price not to exceed \$191,808.00 and the motion was seconded by Commissioner Yawer. Vote on the motion:

Commissioner Armstrong – Aye
Commissioner Janiec – Aye
President Wright – Aye

Commissioner Brogan – Aye
Commissioner Yawer – Aye

Motion carried.

ADJOURNMENT

At 7:37 p.m., Commissioner Janiec moved to adjourn and the motion was seconded by Commissioner Yawer. A voice vote was unanimous for approval; motion carried.

Approved: April 27, 2021

Sign: Sherri Harry
Sherri Harry, Secretary

Attest: William H. Wright
William H. Wright, President