

STREAMWOOD PARK DISTRICT

Regular Meeting – 7:00 p.m.

Tuesday, April 26, 2022

Hoosier Grove Barn

700 W. Irving Park Road

Streamwood, Illinois

AGENDA

- I. Call to Order/Roll Call
- II. Pledge of Allegiance
- III. Introduction of Guests
- IV. Topics from the Floor
- V. Approval of Agenda
- VI. Employee Service Awards

Employee	Department	Years of Service
Victoria Ventricelli-Talent	Fitness	1
Corey Cook	Aquatics	1
Diane Zavala	Park Place	1
Kristofer Silva	Aquatics	1
George Sanchez	Athletics	5
Joyce Garza	Memberships	10
Sherri Harry	Finance Manager	35

- VII. Finance Report
 - A. Monthly Expenditures/Payroll
 - B. Monthly Financial Reports
 - C. Purchase of 2022 Ford Utility Vehicle Through Suburban Purchasing Cooperative
Based on consensus of the Board at the March 22, 2022 Board meeting, staff has ordered a 2022 Ford Utility Vehicle through the Suburban Purchasing Cooperative at a cost of \$35,207. This vehicle will be purchased with Capital Funds from the 2022-2023 Budget.
 - D. 2022-2023 Tentative Budget & Appropriations Ordinance
The 2022-2023 Budget & Appropriation Ordinance has been prepared in its tentative form and will be placed on review for public inspection prior to its formal adoption in accordance with state statute.

E. Request to Amend Purchasing Policy to Increase Bid Limit Requirements to Match State of Illinois Statute.

SB3050 recently passed out both the House and the Senate and is awaiting the Governor's Signature. The Bill would raise the bid expenditure threshold for park districts to \$30,000 up from the current \$25,000 limit. The current Streamwood Park District bid limit threshold is \$20,000 and has been at that level since 2011. Staff requests amending the Purchasing Policy to reflect the current State of Illinois bid threshold level. The entire Purchasing Policy is scheduled to be reviewed later this year.

F. Request to Declare Miscellaneous Obsolete or Non-Functioning Electronic and Computer Equipment, and Old Hoosier Grove Barn Chairs Surplus and authorize disposal of same.

Staff have prepared a list of obsolete and nonfunctioning electronic and computer related equipment located at Park Place Family Recreation Center in Partnership with Rush Physical Therapy and request that the Board declare the items surplus and authorize their disposal. Staff also request that the Board declare the old Hoosier Grove Banquet chairs as surplus and authorize their disposal.

G. Purchase of Fuel Master Fuel Management system for 360 Schaumburg Road.

Staff request the Board to concur with its planned purchase of a Fuel Master Fuel Management for the new fuel tanks located at the 360 Schaumburg Road property. The Fuel Master system costs \$14,840.00 and is available through the Sourcewell Cooperative Purchasing Program. The price includes hardware, software, and setup fees, and there are no recurring annual fees. This system will allow us to continue to allocate fuel costs to specific vehicles and departments, and effectively monitor our fuel usage in a safe and secure manner. While the total purchase amount is under Board approval threshold of \$20,000, staff want to show progress on the new property development at the Board level.

VIII. Policy and Planning Report

A. Strategic Planning Project Update

Senior staff and Commissioner Piekartz met on March 23rd to discuss the project and create a timeline. Senior staff met again on April 8th to review and discuss the draft surveys and Comprehensive Plan timeline. The surveys are scheduled to be disseminated to staff and Board members in May and a separate Resident survey will be conducted electronically in May as well.

Greg Petry of Greg Petry Consulting will make a presentation to the Board on the project and its status.

B. Request from Village of Streamwood to acquire Kollar Park through either quit claim deed or long-term lease for development of a Gateway to the Municipal Campus on Irving Park Road.

Staff have begun an overview of the property including conditions and improvement needs for the Board to review.

- C. Facilities License Agreement with THE CATHOLIC BISHOP OF CHICAGO to allow use of St. John's Ballfield/Green Space for Streamwood Park District use to provide sporting games, practices, and related activities during non-school hours from March 1, 2022 through October 31, 2022.

Staff has been working with St. John's to utilize the small ball field/greenspace located adjacent to the lower Park Place parking lot. This agreement will provide use of the space during non-school and limited weekend hours in exchange for maintenance of the field area to include mowing, line trimming, and litter picking. The agreement is on hold as the Archdiocese specific insurance requirements are not reasonable and PDRMA will not provide cover to that extent. Several PDRMA agencies are in the same position and I have requested that PDRMA negotiate on our behalf.

- D. Contract with Tow Company to Remove Illegally Parked or Abandoned Cars from Streamwood Park District Property

The District has been having a couple of incidents where persons have left their personal vehicles parked for extended periods of time in park district parking lots or parked in such a way as to interfere with park district operations. The towing contract will provide a legal means to remove the improperly parked vehicles through a direct call to the towing company only. Staff has spoken with the Village and Arties Classic Muscle Car Towing located in Elgin handles Village towing issues. The staff requests that the Board authorize the Administration to contract with a towing company to handle related parking issues.

- E. Resolution 2022-04-02 Safety Policy Statement

The Board is requested to adopt Resolution 2022-04-02 Promoting Work Place Safety.

- F. Resolution 2022-04-03-R Developing a Donation of Land and Cash in Lieu of Land Policy

The Village has notified the District that a 6 acres parcel of land located within Streamwood is planned for annexation and for residential development. The District will also annex the property into the Streamwood Park District. The policy sets land donation requirements or cash donation in lieu of land donation requirements related to the anticipated impact of the residential development on the park district. The Resolution creates/amends a policy to reflect current best practices.

IX. IAPD/NRPA Liaison Report

X. Consent Agenda – Approval of

1. Minutes of the Regular Board meeting on March 22, 2022;
2. March, 2022 Financial Reports;
3. March 6, 2022 – April 8, 2022 expenditures totaling \$399,028.44;
4. P-Card purchases paid in March, 2022 totaling \$12,002.55;
5. March 11, 2022 and March 25, 2022 payroll and payroll taxes totaling \$155,450.66 ;
6. IMRF Payment for March, 2022 totaling \$18,209.42.
7. Executive Session Minutes February 22, 2022

XI. Departments & Director's Report

XII. Commissioners' Report

XIII. President's Report

XIV. Unfinished Business

XV. New Business

A. Discussion and Consideration of Purchase of 2022 Ford Utility Vehicle Through Suburban Purchasing Cooperative

The Board is requested to formally approve the purchase of a 2022 Ford Utility Vehicle through the Suburban Purchasing Cooperative at a cost of \$35,207.

B. Discussion and Consideration of 2022-2023 Tentative Budget & Appropriations Ordinance 2022-04-01-O

The Board is requested to approve the posting of the Tentative 2022-2023 Budget for public review and to allow for payment of expenditures until the final 2022-2023 Budget & Appropriations Ordinance is adopted. The Tentative Budget is subject to modification prior to final adoption.

C. Discussion and Consideration of Resolution 2022-04-01-R, A Resolution Amending the Streamwood Park District Purchasing Policy Manual. The amendment will increase the bid threshold limit from the current \$20,000 value to reflect and mirror the amount as provided for in 70 ILCS 1205/8-1.

The Board is requested to amend the Purchasing Policy Manual and to increase the bid threshold to mirror the State Bid Threshold currently at \$25,000 and scheduled to increase to \$30,000. The current policy bid threshold is more than 10 years old and has been eroded by inflation.

D. Discussion and Consideration of Ordinance 2022-04-01-O, An Ordinance Declaring Surplus Property and Authorizing the Disposal of Surplus Items.

The Board is requested approve Ordinance 2022-04-02-O, declaring certain personal property items surplus that are no longer needed, or useful, and that authorization is granted to dispose of the personal property through donation, sale, or recycling.

E. Discussion and Consideration for Concurrence of Purchase of Fuel Master Fuel Management system for fuel tanks located at 360 Schaumburg Road at a cost of \$14,840.

The Board is requested to concur and approve the planned purchase of a Fuel Master Fuel Management for the new fuel tanks located at the 360 Schaumburg Road property at a cost of \$14,840.00 through the Sourcewell Cooperative Purchasing Program.

F. Discussion and Consideration of Towing Contract with Artie's Classic Muscle Car Sales Corp. located at 150 Woodview Drive Elgin, IL 60120 to remove illegally parked or abandoned vehicles located on Streamwood Park District property.

The Board is requested to authorize the Executive Director to contract with Artie's Classic Muscle Car Sales Corp. 150 Woodview Drive Elgin, IL 60120 to provide towing service related to illegally parked or abandoned vehicles on Streamwood Park District properties. These contracts would provide for towing only on a call-based request from the Executive Director or his designate. There is no cost to the park district.

G. Discussion and Consideration of Resolution 2022-04-02-R Adopting the Annual Safety Statement Promoting Work Place Safety.

H. Discussion and Consideration of Resolution 2022-04-03-R Developing a Donation of Land and Cash in Lieu of Land Policy

The Board is requested to adopt the Resolution. The policy was prepared by attorneys at Ancel Glink.

XVI. Adjournment

RULES FOR PUBLIC COMMENT
STREAMWOOD PARK DISTRICT

The Board of Commissioners welcomes public comments during all meetings. The Board has adopted and approved the following rules for public comment.

1. All speakers may submit public comments via email to the designated park official from the time the agenda is made public up until 15 minutes prior to the scheduled meeting. The email must include the speakers name and address. Public comments will be read aloud by a member of the Park Board or the Executive Director during the scheduled meeting. Emails should be sent to jjanda@spdcare.com.
2. Each person (or representative) is limited to one (1) email submission for public comment, which comment shall not exceed 250 words.
3. All comments from the public will be limited to three (3) minutes per person. The President or presiding officer reserves the right to suspend or limit the length of time available for all public comments to no greater than thirty (30) minutes.
4. All comments must be civil in nature. Email comments will be rejected if the content is slanderous or threatening.
5. All other rules for public comments which have previously been adopted and which are not in conflict with these rules shall still be enforced.