

STREAMWOOD PARK DISTRICT

**Hoosier Grove Barn
700 W. Irving Park Road
Streamwood, Illinois 60107
Regular Meeting – 7:00 p.m.
Tuesday, January 24, 2023**

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. Finance Report

A. Monthly Expenditures/Payroll

B. Monthly Financial Reports

C. Asbestos Remediation of Flooring at Community Center

An RFP was sent out to several State of Illinois Asbestos Remediation companies. Four proposals were received from State of Illinois Licensed abatement contractors. Integrity Environmental who oversaw the RFP process has reviewed all of the proposals received and recommends contracting with the low responsive bidder EHC Industries, Inc. (EHC), Wauconda, Illinois at a cost of \$ 14,880. Work is expected to take up to 5 days and must be completed prior to the facility renovations scheduled to start this spring. A copy of the tabulation and recommendation letter are included in the packet.

D. Upgrade of RecTrac Software to Cloud Hosted Platform

Staff recommend upgrading the RecTrac registration software to the cloud hosted version at an annual cost of \$23,280. The upgrade will provide better functionality and back-up provisions. Long-term IT-related costs will be reduced as a local server and related maintenance will no longer be needed.

E. Contract with DLA Architects for Phase I Professional Services Related to the Building Renovation Planning of Buildings 2, 3, & 4 at 360 W. Schaumburg Road at a cost of \$26,000.

The agreement provides planning, engineering, and construction documents for phase 1 building renovations including interior sewer & water, concrete, electrical, and other related items.

VII. Policy and Planning Report

A. Annexation of Property

Staff continue to work on the project and a required legal notice for the next parcel has been printed in a local newspaper. Board action is planned for the February 28th Board meeting.

B. Village of Streamwood Request for Temporary Construction and Permanent Easement for Bike Route along Madison Avenue at Creekside and Hoosier Grove Parks.

The Village has requested temporary and permanent easements at both Creekside Park and Hoosier Grove Park along Madison Avenue for the development and construction of the regional biker route. Staff have reviewed the request and fully support it.

C. Intergovernmental Agreement Between the Streamwood Park District and the Buckingham Woods Home Owners Association for the Provision of Landscape Contractor Services.

Staff are requesting that the Board approve and renew the IGA that has been updated and provides the HOA contractor to maintain the Buckingham Woods park landscape at no cost to the Streamwood Park District. The last IGA has expired but worked effectively.

D. Strategic Planning Update

Staff continue to work with Consultant Greg Petry to develop the Comprehensive Plan portion of the project. Finance and Capital Planning are being addressed.

E. Streamwood Little League Affiliation Agreement

Staff has reviewed and negotiated the affiliate agreement for the 2023 season and requests that the Board approve the agreement. There are minor changes including making it an annual agreement and a reduction in player fees payable to the park district for 2023 and 2024.

VIII. IAPD/NRPA Liaison Report

IX. Consent Agenda – Approval of

- A. November, 2022 Financial Reports;
- B. November 3, 2022 – December 3, 2022 expenditures totaling \$262,594.45;
- C. P-Card purchases paid in November, 2022 totaling \$15,428.15;
- D. IMRF payment for November, 2022 totaling \$19,135.14;
- E. November 30, 2022 – G.O. Series 2019 – Principal and Interest - \$738,536.85;
- F. November 30, 2022 – G.O. Series 2021 – Principal and Interest - \$367,633.50;
- G. November 30, 2022 – G.O. Series 2022 – Principal and Interest - \$521,575.00;
- H. Minutes of the Public Hearing meeting on December 13, 2022;
- I. Minutes of the Board meeting on December 13, 2022;
- J. December, 2022 Financial Reports;
- K. December 4, 2022 – January 10, 2023 expenditures totaling \$110,720.70;
- L. P-Card purchases paid in December, 2022 totaling \$20,668.88;
- M. December 2, 2022, December 16, 2022 and December 30, 2022 payroll and payroll taxes totaling \$246,732.57;
- N. IMRF payment for December, 2022 totaling \$27,468.46.

X. Correspondence

XI. Departments & Director's Report

XII. Commissioners' Report

XIII. President's Report

XIV. Unfinished Business

XV. Closed Session

XVI. New Business

A. **Discussion and Awarding of Contract to EHC Industries, Inc. of Wauconda, Illinois for the Remediation of Asbestos Materials in the Community Center at a cost of \$14,880.**

The Board is requested to award the contract to the lowest, qualified proposal based on the RFP submissions.

B. **Discussion and Consideration of Purchase Upgrade of RecTrac Registration Software at an Annual Cost of \$23,280.**

Staff request that the Board approve the purchase pending final product review by staff.

C. **Discussion and Consideration Contracting with and Accepting DLA Architects Proposal for Professional Services for Buildings 2, 3, & 4 at 360 W. Schaumburg Road at a Cost of \$26,000.**

The Board is requested to approve the contract.

D. **Discussion and Consideration of Temporary Construction and Permanent Easement Agreement with Village of Streamwood at Creekside Park and Hoosier Grove Park along Madison Avenue.**

The Board is requested to approve the easement request related to the development of the regional bike route being constructed.

E. **Discussion and Consideration of An Intergovernmental Agreement Between the Streamwood Park District and the Buckingham Woods Home Owners Association for the Provision of Landscape Contractors Services.**

The Board is requested to approve the IGA as presented.

F. **Discussion and Consideration of Approval of 2023 Streamwood Little League Affiliation Agreement.**

The Board is requested to approve the agreement and authorize the Executive Director to execute the document.

XVII. 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.
6. content is slanderous or threatening.
7. All other rules for public comments which have previously been adopted and which are not in conflict with these temporary rules shall still be enforced.