

**Lockport Township Park District
Park Board Minutes
February 26, 2024**

Regular meeting of the Board of Commissioners of the Lockport Township Park District was held on Monday, February 26, 2024 at 7:00 p.m. at Dellwood Park Community Center, 1811 Lawrence Avenue, Lockport, IL 60441 followed by the Pledge of Allegiance

Upon calling roll, the following Commissioners were present:

Don Bauer
Max Woods
Paul Nobis

Also, present were:

Bill Riordan, Executive Director
Dave Herman, Director of Recreation
Lisa Bruni, Board Recording Secretary
Nathan Krusinski, Business Manager
Ken Tondini, Director of Park Services
Pete Hall, Director of Facilities, Projects & Planning
John Waxweiler, Director of Public Safety
Ben Ragle, Challenge Fitness Facility Manager
Gina Madden, Attorney
Danielle Jimenez, DPCC Administrative Assistant
Jennifer Williams, Aquatics/Fitness Supervisor
Steve Lunde, Director of Golf Course Operations
RJ Reposh, Park Services

Motion made by Commissioner Don Bauer, second by Commissioner Paul Nobis to approve consent agenda for the following:

- Minutes of January 22, 2024
- Bills & Payrolls

Roll call results were as follows:

Ayes: Don Bauer, Max Woods, Paul Nobis
Nays: None
The Motion Was Duly Carried

Disbursement checks issued and recorded in the accounts payable journal for January 2024 for the following funds:

General Fund	368,725.67
Museum Fund	721.49
Police Fund	50,028.44
Recreation Fund	100,403.83
Chaney Pool Fund	2,118.42
Heritage Falls Water Park Fund	2,016.53
Challenge Fitness	32,367.45
Prairie Bluff Public Golf Club	96,109.10
Special Recreation	13,465.00
Construction	<u>9,182.17</u>
Total	\$675,138.10

Employee payrolls for the month of January 2024 for the following funds:

General Fund	76,595.29
Museum Fund	821.50
Police Fund	21,867.70
Pension Fund	26,022.40
Recreation Fund	117,255.92
Chaney Pool Fund	721.16
Heritage Falls Water Park Fund	721.16
Challenge Fitness	55,835.63
Prairie Bluff Public Golf Club	<u>49,565.24</u>
Total	\$349,406.00

Treasurer's Report

Motion made by Commissioner Paul Nobis, second by Commissioner Don Bauer to approve the Treasurer's Report as follows:

- Fiscal Treasurer's Report January 2024
- Cash & Investment Report January 2024
- PPRT Analysis

- Prairie Bluff January 2024
- Round Analysis
- Challenge Fitness January 2024
- License Agreement Payments

A short discussion ensued regarding PPRT funds.

Roll call results were as follows:

Ayes: Paul Nobis, Don Baucr, Max Woods

Nays: None

The Motion Was Duly Carried

Correspondence

- None

Attorney's Report

- **Oak Creek**
Attorney Madden stated that the final two properties have been conveyed and the closing recently took place. She added that everything has been finalized; there is just some administrative work that needs to be done to define the properties pins.
- **Statement of Economic Interest**
Attorney Madden explained a few of the questions on the statement of economic interest to help staff and the Board to complete their yearly filing.

Director's Report

- **Department Head Meetings**
Bill met frequently with Department Heads.
- **Rotary Weekly Meetings**
Bill attended various Rotary meetings.
- **Safety Meeting**
We continue to hold safety meetings virtually.
- **Special Events**
Attached are the special events in March 2024. Bill asked the Commissioners to let him know if they plan to attend any of the events.
- **Dellwood Foundation Meeting**
Bill attended the Dellwood Foundation meeting on 2/21/24 to discuss fundraising options.
- **Pickleball lights**
Pete met with ComEd and they are done with all the work to energize the lights. They should be ready to go by the 2nd week of March.
- **Challenge Fitness Expansion update**
Bill stated that the bid opening was 2/20/24 and that the approval of the bids and contracts will be discussed under new business. Pete stated that once the bids are approved later in the meeting that the low bidders will be ready to start. It will take a couple of weeks to mobilize and get the rebar ordered. He stated that the concrete work should begin around the first week of April and construction will continue through December with plans to open on January 1, 2025. After the expansion is complete, the demolition and remodel of the current lobby and fitness center will continue until May.
- **Challenge Fitness Summer Pool Repairs**
Pete explained that the HVAC unit was schedule to be delivered in August and that it should take approximately one week to get it installed and running. The pool will need to be closed during that time. He added that there will also be intermittent shut downs for other repairs and that the goal was to limit the shut downs to under 2 weeks.
- **Heritage Falls Water Park update**
Pete explained that staff will continue with leak detection and then button up the pool and set the coping stones. The slide tower will be tested to make sure that it is running properly and the filter replacement should take place in March or April. He added that the liner will need to be completed after the season due to the time it will take to get a permit from IDPH.

- **Prairie Bluff Banquet bathrooms update**
Pete stated that the repairs have been completed and looks great. He added that staff did a great job on the project and that it was completed within budget.
- **Police Building update**
Pete stated that the building has been gutted and framed and is ready for plumbing, electrical and mechanical. After that, in about a week, the drywall will be completed. Pete added that staff has done all the work in house and is doing a great job.
- **Dellwood Park Bridges**
Bill stated that staff is working with a company we met at the exhibit hall to get updated quotes as the engineering is being completed for the site. He stated that the cost will be coming soon and that he will update the Board at the next meeting. A short discussion took place regarding the permit process.
- **Solar Update**
Staff will continue to research possible solar options.
- **Staffing updates**
Bill stated that he sat in on the second round of Chef interviews for Prairie Bluff and that an offer should go out to the prospective new chef in the next few days. Bill added that a part time marketing position has been offered to an applicant and that they should be starting soon. He also explained that we were down a person on the marketing staff at this time due to medical leave.
- **School – IGA’s**
We will be updating all school IGA’s as part of the Efficiency Committee process.
- **IAPD/IPRA State Conference**
The state conference is another success. Bill congratulated Max Woods for being awarded IAPD’s Chairman’s Citation at the annual business meeting.
- **Efficiency Committee**
Staff is gathering documents for the efficiency committee
- **Legislative Breakfast**
Bill stated that the Legislative Breakfast was Friday, February 16th with all the Commissioners and some staff attending. Three of our local representatives were in attendance.
- **Parks Day and Legislative Conference**
Parks Day in Springfield is May 7th with the Legislative Conference on May 8th. Bill asked the Commissioners to let him know if they plan on attending.
- **Lockport Developments**
Staff continues to work with a development east of Creekside on land contributions.
- **Crest Hill Developments**
Staff continues to work with a developer for an aged targeted community in Crest Hill.
- **Crest Hill Admin Area**
Talks resumed with the City on the IGA with the Park District for the playground area. Bill stated the attached IGA is the latest version and it has a 50/50 agreement on park replacement. He added that the agreement will be presented to the Crest Hill Board at their next meeting and we will get a copy with their changes for review.
- **Crest Hill Land**
Bill was contacted to see if the Park District was interested in purchasing around 20 acres in Crest Hill. Attached is the location.
- **OSLAD Grant**
Bill stated that the Park District is the recipient of the OSLAD Grant for the Crest Hill Memorial Park. The official agreement with the State will take a couple months.
- **Will County Grant**
We received another \$30K from Will County for improvements at FCC.
- **LABP pre-renewal meeting**
We met for our upcoming health insurance renewal with expected final rates in May.

- **PDRMA Claims Committee**
Bill attended a claims committee meeting to authorize a settlement agreement.
- **NWCSRA basketball game**
Bill attended the annual NWCSRA vs Village of Romeoville officials.
- **Lockport Township Supervisor meeting**
Bill stated that he met with Alex to discuss collaborative efforts with the Park District and the Township.
- **All Staff Meeting**
We continue meet with all our FT staff to complete any annual trainings and meet with our Priority Groups.

New Business:

A. Introduce Full Time Park Services Employee

We were able to fill the final current open position in Park Services. RJ Reposh has been working part-time with park services since May 2021. RJ Reposh was hired to fill this position for Park Services. Attached is the job description for this position. RJ has been a stand out part-time employee for Park Services and can operate any piece of equipment that we own. RJ started full time on 2/19/24. Please welcome RJ Reposh to the Park Services department as full-time employee. RJ thanked the Board for the opportunity.

B. Approve Resolution 2024-1 Authority of Executive Director to Approve Agreement with Low Bid Electric Supplier through NIMEC

The Park District has 2 main electric accounts that we have utilized NIMEC (Northern Illinois Municipal Electric Collaborative) to go out to bid with other units of government for many years. Last year we approved a 3 agreement for the Challenge Fitness / DPCC accounts and a 1-year agreement for the Prairie Bluff Accounts. The Prairie Bluff accounts contract ends in May 2024. NIMEC uses the purchasing power of large municipal electric users and bids the combined usage as leverage for better rates. NIMEC monitors the best time to go out to bid and we have typically 24 hours to approve the agreement. The Resolution will give the Executive Director authority to approve the agreement with the low bidder for up to 3 years. NIMEC will bid out 1 year, 2 year and 3-year rates and we choose what best fits the Park District. The agreement will be brought before the Board for "official" approval at the next Board meeting after this bid opening.

In the event the board wishes to install solar panels during the length of the contract, the electric suppliers have verified there is no penalty for any reduction of electrical usage as long as we continue to use that group as our supplier. There is one additional form to be filled out using a non-ComEd supplier.

Staff recommends approving Resolution 2024-1 giving the authority to the Executive Director to approve the electrical supplier agreement up to 3 years with the low bidder through NIMEC.

Motion made by Commissioner Paul Nobis, second by Commissioner Don Bauer to approve Resolution 2024-1 Authority of Executive Director to Approve Agreement with Low Bid Electric Supplier through NIMEC.

Roll call results were as follows:

Ayes: Paul Nobis, Don Bauer, Max Woods

Nays: None

The Motion Was Duly Carried

C. Approve Resolution 2024-2 Approve IGA with the City of Lockport for Vine Street Parcel

The Board agreed to donate the vacant Vine Street parcel to the City of Lockport at the September 25, 2023 Board meeting. Attached is that portion of the minutes for your review. The City of Lockport has agreed to accept the donated parcel. Attached is the IGA to memorialize the agreement. The City will be passing the attached agreement at a future Board meeting. Attorney Madden prepared the IGA.

Staff recommends approving Resolution 2024-2 approving the Intergovernmental Agreement between the Lockport Township Park District and the City of Lockport for the conveyance of property known as vacant Vine Street parcel.

Motion made by Commissioner Don Bauer, second by Commissioner Paul Nobis to approve Resolution 2024-2 Resolution 2024-2 approving the Intergovernmental Agreement between the Lockport Township Park District and the City of Lockport for the conveyance of property known as vacant Vine Street parcel.

Roll call results were as follows:

Ayes: Paul Nobis, Don Bauer, Max Woods

Nays: None

The Motion Was Duly Carried

D. Approve Proposal from Upland Design for Crest Hill Memorial

As mentioned in the Director's Report, we were one of 4 agencies in Will County to receive the OSLAD grant. This grant is a 50/50 match up to \$600,000. This project was submitted last year for Crest Hill Memorial Park. Attached is a copy of the master

plan for this park. The project is estimated to cost just over \$1,200,000 including professional services. Typically, it takes 2-4 months to get the official agreement from the State. We have this project in the 2024 budget that was approved last month. Staff is looking to complete the construction documents simultaneously while awaiting the agreement from the State. The State allows you to enter into an agreement for professional services prior to signing the OSLAD agreement and this cost would be reimbursable as part of the OSLAD agreement. This will allow us to go out to bid this summer and the best chance to complete the project in 2024.

Attached is the proposal from Upland Design for the design developments, construction documents, civil engineering and permitting. Staff will handle the majority of the bidding and construction administration and rely on Upland only when needed at their typical hourly rate for these services.

Staff recommends approving the proposal from Upland Design in the amount of \$83,100.00 for professional services for Crest Hill Memorial Park as presented.

Motion made by Commissioner Paul Nobis, second by Commissioner Don Bauer approving the proposal from Upland Design in the amount of \$83,100.00 for professional services for Crest Hill Memorial Park as presented.

A short discussion ensued with regards to the bid documents and the agreement.

Roll call results were as follows:

Ayes: Paul Nobis, Don Bauer, Max Woods

Nays: None

The Motion Was Duly Carried

E. Approve Proposal for Pond Treatment

There are 7 ponds the Park District owns that are treated annually through McCloud Aquatics. McCloud Aquatics visits the ponds bi-weekly from April to October. They have been treating our ponds for 20 years. McCloud Aquatics is offering a 5% pre-payment discount for their standard treatments. Staff is looking for approval from the Board for the treatment of 7 ponds in the amount of \$18,305. This is the net amount less the 5% prepayment if paid by March 31st.

Staff recommends approving the proposal from McCloud Aquatics in the amount of \$18,305 for the treatment of 7 ponds for the 2024 season.

Motion made by Commissioner Paul Nobis, second by Commissioner Don Bauer to approve the proposal from McCloud Aquatics in the amount of \$18,305 for the treatment of 7 ponds for the 2024 season.

Roll call results were as follows:

Ayes: Paul Nobis, Don Bauer, Max Woods

Nays: None

The Motion Was Duly Carried

F. Approve International Trip to Italy with Mayflower Cruises and Tours

In the past the Board has requested to approve International trips. Katie has had many requests through surveys for a trip to Italy. Staff is looking for approval to offer the 10-night trip to Italy through Mayflower Cruises and Tours. Attached is the itinerary and additional information about the trip.

Staff recommends offering the International trip to Italy through Mayflower Cruises and Tours.

Motion was made by Commissioner Paul Nobis, second by Commissioner Don Bauer to approve the international trip to Italy with Mayflower Cruises and Tours.

Roll call results were as follows:

Ayes: Paul Nobis, Don Bauer, Max Woods

Nays: None

The Motion Was Duly Carried

G. Accept and Approve Low Responsible Bid and Approve Contract for Excavation, Site Utilities, Paving and Site Work, Building Concrete, Masonry, Structural Steel, Carpentry and General Trades, Aluminum and Glass, Roofing, Flooring, Painting, Fire Protection and Plumbing package for Challenge Fitness Expansion pending Attorney review.

The Challenge Fitness Expansion project went out to bid on January 31st. There were 15 separate bid packages for this project. Bids were publicly opened on February 20th at 10:00am at DPCC. Attached is the Notice of Bidding. Also attached is the bid opening results by bid package and the apparent low bidder summary for each package.

The total of the bid opening was \$3,506,883.50. Not included in the bid opening are some owner provided items and contingency on top of this. We estimate these items not to exceed \$960,000 plus remaining professional services. Pete did a great job on the clarity of the scope of what was bid and the outreach to get bidders. We have more "owner items" than most. By doing this ourselves, we save at the very least the contractors markup which is typically 10%. The major non-bid "owner

items”, are the installation of all the low voltage and the items related to the outdoor fitness area including a shelter near the outdoor tennis courts. The low voltage and outside fitness area is roughly 65% of the owner items. In addition, part of the \$960,000 is a healthy contingency of \$400,684 (10% of bid opening +\$50K for owner items). With any renovation project, unforeseen issues will arise.

There will be 15 bid packages that we will need to accept the low responsible bidder and approve the contract with the low responsible bidder for each bid package. Attorney Madden will allow a single motion to approve action items G through U on the agenda under New Business if the Board desires. If the Board goes this direction, discussion would take place after the motion for all bid packages before taking roll call.

Staff recommends accepting the low responsible bid and approving the contract with the low responsible bidder for each bid package as presented for action items G through U on the agenda under New Business.

Motion was made by Commissioner Don Bauer, second by Commissioner Paul Nobis to accept the low responsible bid and approving the contract with the low responsible bidder for each bid package as presented for action items G through U on the agenda under New Business pending attorney review.

Roll call results were as follows:

Ayes: Paul Nobis, Don Bauer, Max Woods


Nays: None

The Motion Was Duly Carried

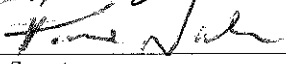
There being no further business to come before the Board, a motion made by Commissioner Don Bauer, second by Commissioner Paul Nobis to adjourn at 7:51 p.m.

All Commissioners Present Voted “AYE”.

The Motion Was Duly Carried.



Jeff Rigoni, President



Paul Nobis, Secretary