

## **RECREATION, MUSEUM & SWIMMING POOLS COMMITTEE**

Glenview Park District Administration Building

1930 Prairie Street, Glenview, IL 60025

Regular Meeting Minutes

Wednesday, March 16, 2016 @ 8:30 a.m.

### **1. Roll Call**

Chairman Dave Tosh called the meeting to order at 8:31 am and the roll was called.

**Commissioners present:** Commissioners Dave Tosh, Dave Dillon, Charlie Kuhn, Bill Casey

**Official Staff present:** Executive Director Mike McCarty, Superintendent of Leisure Services Elsa Fischer, Director of Recreation Amy Watson, Assistant Director of Recreation Joe Pollina, Director of The Grove Steve Swanson, Recording Secretary Tanya Trapani

**Guests:** None

**Late Arrivals, Early Departure:** Steve Swanson left at 8:37 am

**Commissioners/Official Staff absent:** None

### **2. AGENDA TOPICS**

#### **a) Recommendation regarding The Grove Solar Lighting Project**

Staff requested consideration of approval of a contract for The Grove Solar Lighting Project. Director of The Grove Steve Swanson explained that this was a continuation of a project that was divided up over two years. A majority of the poles were installed in the fall of 2014 and the electric lighting is slowly being removed. All of the bids were based on the exact same product. Specific specifications were provided on the pole, the foundation, type of lighting and the manufacturer.

On February 25, 2016, four bids were received for The Grove Solar Lighting Project. Staff included \$55,000 in The Grove operational budget for this project. The low bid was received from Utility Dynamics in the amount of \$38,700.

Staff recommended that the low bid for The Grove Solar Lighting Project from Utility Dynamics in the amount of \$38,700 be accepted by the committee and moved to the full Board for approval under the consent agenda at the March Board meeting.

Commissioner Dave Dillion suggested for future orders, to do a blanket purchase order to obtain a bigger volume purchase and just bid out the installation. He explained that it could entitle the District to a bigger discount.

Steve Swanson also shared pictures of the progress of the archives building addition.

The committee recommended the acceptance of the bid from Utility Dynamics, of Oswego in the amount of \$38,700 for The Grove Solar Lighting Project for full board approval, as a Consent Agenda item.

**b) Recommendation regarding Proposed Changes to the East Wing Senior Center By-Laws**

Staff requested consideration of proposed changes to the East Wing Senior Center By-Laws. Every two years, The East Wing Senior Center Executive Board reviews their By-Laws. Upon recent review, minor changes were proposed, which required Glenview Park District Board approval. Commissioner Charlie Kuhn requested clarification on the trip procedures for paid members. Superintendent of Special Facilities Elsa Fischer explained that only paid members in good standing would be able to register for a trip. Assistant Director of Recreation Joe Pollina noted that members of the Senior Center that pay for their membership receive priority when registering for a trip. Commissioner Kuhn also suggested adding a third person to elect the nominating committee.

Staff recommend that the proposed changes be approved by the committee and moved to the full board for approval under the consent agenda at the March Board meeting.

The committee recommended the proposed changes to the East Wing Senior Center By-Laws for full board approval, as a Consent Agenda item.

**c) Recommendation regarding the Apparel Bid**

Staff requested consideration of approval for the purchase of District apparel. Items in the bid included staff apparel as well as t-shirts, back packs and uniforms for program participants.

On March 4, 2016, eight bids were received for the District's apparel. The total budget for these items is \$32,816 and funds were included in the operational budgets for FY 16-17. The total cost of the apparel is \$21,330.67, which is a savings of \$11,485.33. The bid for Aquatics apparel was rejected because the samples were not to the satisfaction of the staff. Staff will be seeking samples from additional vendors for the Aquatics t-shirts. Assistant Director Pollina noted that the proposed budget amount does not include the Aquatics t-shirts.

Staff recommended that the Apparel Bid be split up and awarded to five vendors and be moved to the full Board for approval under the consent agenda at the March board meeting.

The committee recommended the acceptance that the Apparel Bid be split up and awarded to five vendors: Roselynn Fashions of Elgin, Sunburst Sportswear of Glendale Heights, Arena Sports USA of Cary, Marathon Sportswear of Blue Island and Sportdecals Inc. of Spring Grove in the amount of \$21,330.67 for full board approval, as a Consent Agenda item.

**3. Matters from the Public**

None

**4. Adjourn**

Commissioner Dave Tosh moved seconded by Commissioner Dave Dillon to adjourn the Open Session at 8:48 am. On Voice Vote: All present voted aye, motion carried.

ATTEST:

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William M. Casey  
Board President

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Michael D. McCarty  
Board Secretary

Approved this 28th day of April 2016