



# Wheaton Park District

**Wheaton Park District Board of Commissioners Meeting  
Wednesday January 18, 2017 7:00 p.m.  
City of Wheaton Council Chambers  
303 W. Wesley Street Wheaton, Illinois**

**CALL TO ORDER** –President Hodgkinson called the meeting to order at 7:00 p.m. Commissioners Kelly, Mee, Morrill, Vires and were present.

Commissioner Frey was absent

## **PRESENTATIONS**

- 2016-2020 Strategic Plan Year 1 Progress Report

The following charters gave a progress report on their first year and their year two objectives:

Measurement, Survey and Analysis  
Board, Partnership, and Community Engagement  
Internal Communication Excellence  
Program and Recreation Services  
Facility Programing for Profit and Sustainability  
Greening Your Park District  
Parks and Open Space

## **COMMUNITY INPUT**

None

## **CONSENT AGENDA**

- A. Approval of the Disbursements totaling \$2,472,919.62 (two million, four hundred seventy-two thousand, nine hundred nineteen dollars and sixty-two cents) for the period beginning December 7, 2016 and ending January 10, 2017.
- B. Approval of the Regular Meeting Minutes of the Board of Park Commissioners from December 14, 2016
- C. Acceptance of Mark Schobel's Resignation from the Board of Park Commissioners Effective January 1, 2017

Commissioner Mee moved to approve the consent agenda as presented. Seconded by Commissioner Vires.

Commissioner Morrill thanked Mark Schobel for being on the board for 28 years.

Motion passed by roll call vote.  
Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson  
Nays: None  
Abstain: None

Absent: Frey

## **UNFINISHED BUSINESS**

None

## **NEW BUSINESS**

1. Ordinance 2017-01 – Approving the Disposal and Sale of Personal Property Owned by the Wheaton Park District

Commissioner Vires moved to approve Ordinance 2017-01 – Approving the Disposal and Sale of Personal Property Owned by the Wheaton Park District. Seconded by Commissioner Kelly.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

2. Approval of a License Agreement for Temporary Access and Work Activities Within the Lincoln Marsh Forest Preserve By and Between the Forest Preserve of DuPage County, the Wheaton Park District and the Sanitary District

Commissioner Mee moved to approve the License Agreement for Temporary Access and Work Activities within the Lincoln Marsh Forest Preserve By and Between the Forest Preserve of DuPage County, the Wheaton Park District and the Sanitary District. Seconded by Commissioner Kelly.

Executive Director Benard stated that this is a large replacement project in 2017-2018. He thanked Director of Parks and Planning Sperl and his team for all their hard work on this project.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

3. Approval of a Change Order for Additional Civil Engineering By V3 Companies for an Additional \$9,500 for the Central Athletic Center Ice Rinks Project

Commissioner Mee moved to approve a Change Order for Additional Civil Engineering By V3 Companies for an Additional \$9,500 for the Central Athletic Center Ice Rinks Project. Seconded by Commissioner Kelly.

Motion passed by voice vote.

4. Approval of the Quote from Hart Erectors for the Replacement of the Central Athletic Center Main Gym Divider Curtain in the Balcony in the amount of \$9,995

Commissioner Kelly moved to approve the Quote from Hart Erectors for the Replacement of the Central Athletic Center Main Gym Divider Curtain in the Balcony in the amount not to exceed \$9,995. Seconded by Commissioner Morrill.

Commissioner Kelly asked to see the specifications. Director of Parks and Planning Sperl stated he would provide them.

Motion passed by voice vote.

5. Advance Approval for the Purchase of Arrowhead Pro-Shop Resale Merchandise from Titleist for an Amount not to Exceed \$15,000 – PGA Merchandise Show January 24-27 Related Purchase

Commissioner Mee moved to approve for the purchase of over \$10,000 and not to exceed \$15,000 from Titleist during the pre-order period of January/February 2017 in order to stock the pro shop with merchandise for the 2017 season. Seconded by Commissioner Morrill.

Commissioner Kelly asked if staff can buy material for resale without getting board approval. Finance Director Trainor said she will look into this.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

6. Advance Approval for the Purchase of Arrowhead Pro-Shop Resale Merchandise from Under Armor for an Amount not to Exceed \$15,000 – PGA Merchandise Show January 24-27 Related Purchase

Commissioner Kelly moved to approve the Purchase of Arrowhead Pro-Shop Resale Merchandise from Under Armor for an Amount not to Exceed \$15,000 – PGA Merchandise Show January 24-27 Related Purchase. Seconded by Commissioner Mee.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

7. Approval of a Software License Agreement and Related Start Up Costs with TMA Systems for a Computerized Maintenance Management System at a cost not to exceed \$33,000 for 2017

Commissioner Kelly moved to a Software License Agreement and Related Start Up Costs with TMA Systems for a Computerized Maintenance Management System at a cost not to exceed \$33,000 for 2017. Seconded by Commissioner Vires.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

8. Approval to Create a New Full Time Position within the Parks and Planning Department for Agency Special Events Operations and Sign Production and Placement with a Starting Wage Range of \$17.50 to \$20.00 per hour plus benefits

Commissioner Vires moved to approve a new Full Time Position within the Parks and Planning Department for Agency Special Events Operations and Sign Production and Placement with a Starting Wage Range of \$17.50 to \$20.00 per hour plus benefits. Seconded by Commissioner Morrill. No discussion.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

9. Approval to Create a New Full Time Position within the Parks and Planning Department for Outdoor Athletic Areas Operations and Maintenance with a Starting Wage Range of \$17.50 to \$20.00 per hour plus benefits

Commissioner Morrill moved to approve a new Full Time Position within the Parks and Planning Department for Outdoor Athletic Areas Operations and Maintenance with a Starting Wage Range of \$17.50 to \$20.00 per hour plus benefits. Seconded by Commissioner Vires. No discussion.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

10. Approval for the Wheaton Park District to Sell Beer and Wine Within the Perimeter of the Central Athletic Complex Athletic Fields & Ice Rink Areas between 8:00 am and 10:00 pm on February 4, 2017 as part of the Winter Tough Hockey Tournament put on by the R33M Foundation - Ross K. MacNeill Foundation to End Pediatric Brain Cancer

Commissioner Mee moved to approve to serve beer and wine within the perimeter of the Central Athletic Complex outdoor area between 8A and 10P for the special event rental by R33M Foundation February 4, 2017. Seconded by Commissioner Morrill.

Executive Director Benard asked that the motion be amended to reflect serving form 11:00 am to 9:00 p.m.

Commissioner Vires asked what staff members will be there. Benard stated that Arrowhead will do the concessions; Parks staff as well as Senior Management will be there. Commissioner Mee asked how many teams will play. Benard stated they are hoping to have 24.

Commissioner Mee moved to amend his motion to serve beer and wine within the perimeter of the Central Athletic Complex outdoor area between 11A and 9P for the special event rental by R33M Foundation February 4, 2017. Seconded by Commissioner Morrill.

Motion passed by voice vote.

11. Approval of an Agreement for Consultant Services by and Between the Wheaton Park District and the Corporate Learning Institute for Leadership Training Consulting through December 31, 2017 at a cost not to exceed \$68,738

Commissioner Morrill moved to approve an agreement for Consultant Services by and Between the Wheaton Park District and the Corporate Learning Institute for Leadership Training Consulting through December 31, 2017 at a cost not to exceed \$68,738. Seconded by Commissioner Mee.

Dr. Tim Buividas from Corporate Learning Institute gave a short presentation on how staff and the district will benefit from the Leadership Academy. Commissioner Morrill thought this was a great opportunity for a lot of staff to receive high level training. He asked if there is a staff member who isn't identified on the list if they can request to do the training. Benard stated yes they can. Commissioner Mee asked for periodic reports as the training goes along and Morrill stated he would like a final report of how staff and the district benefits from this. Dr. Buividas stated he would provide reports during and at the end of the training.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

## REPORTS FROM STAFF

Commissioner Morrill enjoyed the Adult Education annual report and stated he likes that we partner with other park districts. He also liked the Looking Ahead page; he thought it shows staff is thinking outside of the box. Commissioner Mee thought the Executive Summary was helpful and liked the cooperation between the park district and school district.

Commissioner Vires and Mee congratulated Zoo Director Sue Wahlgren and her staff on record tree sales. He also commended staff on the ribbon cutting at CAC for the ice rink. Commissioner Morrill thanked Director of Athletics Mary Beth Cleary, and Director of Parks and Planning Rob Sperl for all their hard work on the ice rinks. Commissioner Mee also thanked all staff for their collaboration on the ice rink. He thought the ribbon cutting was fantastic. Commissioner Mee was impressed that the zoo received 220 applications for the zoo keeper position. He also congratulated Arrowhead staff for the increase in weddings this year, and congratulated Safety and Aquatics Manager Wendy Russell on pool pass sales increasing this year.

## CLOSED SESSION

At 8:23 p.m. Commissioner Mee moved to enter closed session for the purpose of discussing the:

Approval, Review and Release of Closed Session Minutes, 5ILCS 120/2 (c) (21)

Commissioner Vires seconded.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

## RECONVENE TO OPEN SESSION

At 8:42 the board reconvened to open session.

Commissioner Mee moved to approve Resolution 2017-01 A Resolution Providing for the Destruction of Particular Verbatim Recordings of Closed Session Meetings excluding the October 30, 2014 minutes. Seconded by Commissioner Kelly.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey

## ADJOURNMENT

At 8:43 p.m., Commissioner Kelly moved to adjourn the meeting. Commissioner Morrill seconded. Motion passed by voice vote.