



Wheaton Park District

**Wheaton Park District Board of Commissioners Meeting
Wednesday February 15, 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

- DuPage County Historical Museum

Director of Development T.J. Hicks gave an overview of Museum programs and fundraising efforts.

- The Museum will host 11 exhibits and over 35 programs in 2017
- Exhibits include:
 - Currently Running: *From Flame to Fluorescent, Snap! An Evolution of Photography*, *Fun Unplugged: Little Adults*, and the temporary travelling exhibit *Changing America* (runs through March 10)
 - Upcoming: *Adams' Dream* (history of the Museum building) and *Hooked* (historic collection of fishing lures) both open in April, *Fun Unplugged: Outdoor Adventures* opens in mid-July, followed by the *Hooked on History Kid's Art Show* (fishing theme) which will run throughout August and September. Rounding out the year will be *1917: Catalyst of the Modern Era* which opens in late September and *Death in DuPage*, opening in mid-October, which will both run through July 2018.
 - New this Year: The Museum has decided to create the "Dunton Hall Gallery" within the Auditorium to exhibit some of the best art in the permanent collection on an annual basis. The first collection of art on display will be up in early April.
- The Museum's entry way is in the midst of some small updates: in the next several weeks minor restoration will begin on the walls in the foyer area to allow for more permanent placement of recognition plaques. The lobby also now contains a wall-mounted flat-screen TV that displays looping information on the Museum, upcoming exhibits and programs, and donor recognition.

Museum Foundation

- Plans for 2017 look to build on the progress made last year, with the Museum's two major fundraisers and year-end appeal campaign in 2016 all showing strong increases in

net revenue over the previous year. First up on March 11 is the Museum's annual Casino Night.

- Casino Royale, James Bond-themed Casino Night, Saturday, March 11 from 7-10 p.m.
 - In addition to a night of secret agent intrigue and full-scale casino gaming, guests will enjoy \$50 in charity chips, food, martini bar, raffle, silent auction, and the chance to win a huge "instant wine cellar" package). Tickets can be purchased at dupagemuseum.org or at the Museum's front desk. We hope to see you all there!

COMMUNITY INPUT

CUSD 200 Assistant Superintendent Bill Farley thanked the park district board and staff for all their hard work. He also stated that the school district is having meetings at the schools to discuss the Capital Facilities Plan. The school district is trying to get the word out on these meetings and would like as much participation as possible from residents.

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$1,018,574.46 for the period beginning January 11, 2017 and ending February 7, 2017.
- B. Approval of the Regular Meeting Minutes of the Board of Park Commissioners from January 18, 2017
- C. Approval of the Buildings and Grounds Subcommittee Meeting Minutes from January 11, 2017
- D. Approval of the Finance Subcommittee Meeting Minutes from January 11, 2017
- E. Approval of the Buildings and Grounds Subcommittee Meeting Minutes from February 1, 2017
- F. Approval of the Finance Subcommittee Meeting Minutes from February 1, 2017
- G. Approval of the Closed Session Meeting Minutes from January 18, 2017

Commissioner Mee moved to approve the consent agenda as presented. Seconded by Commissioner Morrill. No discussion.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires Hodgkinson

Nays: None

Abstain: None

Absent: Frey

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Resolution 2017-03 Authorizing Appointments to the Board of the DuPage County Historical Museum Foundation Inc. by the Wheaton Park District Board of Commissioners

Commissioner Vires moved to approve Resolution 2017-03 Authorizing Appointments to the Board of the DuPage County Historical Museum Foundation Inc. by the Wheaton Park District Board of Commissioners. Seconded by Commissioner Morrill.

Commissioner Morrill stated that he thought we had a lot of Wheaton residents on the Museum Foundation Board. Executive Director Benard stated that he would like to see all 9 townships represented on this board. He stated that the County still has vacant positions on the board to fill and hopefully they can be filled by people in those townships. Motion passed by voice vote.

2. Resolution 2017-04 Enacting a Policy Statement to Reflect the Wheaton Park District's Compliance with the Americans with Disabilities Act and the Appointment of a Compliance Officer

Commissioner Mee moved to approve Resolution 2017-04 Enacting a Policy Statement to Reflect the Wheaton Park District's Compliance with the Americans with Disabilities Act and the Appointment of a Compliance Officer. Seconded by Commissioner Kelly. No discussion. Motion passed by voice vote.

3. Recommendation to Purchase a 2017 Ford Transit 150 Cargo Van for \$20,412 from from Landmark Ford Inc. through the Illinois Cooperative Purchasing Program

Commissioner Morrill moved to approve the purchase a 2017 Ford Transit 150 Cargo Van for \$20,412 from Landmark Ford Inc. through the Illinois Cooperative Purchasing Program. Seconded by Commissioner Mee.

Commissioner Mee asked if the Chevy van was being replaced. Director of Parks and Planning stated that yes there was a typo. We were originally requesting to replace two vehicle but need to pull one of the trucks from the statement of the issue. That truck will be brought back on the March agenda.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires Hodgkinson

Nays: None

Abstain: None

Absent: Frey

4. Recommendation to Approve Change Order #1 with Kandu Construction for the Cosley Zoo Quarantine Facility in the Amount of \$5,573.04

Commissioner Kelly moved to approve Change Order #1 with Kandu Construction for the Cosley Zoo Quarantine Facility in the Amount not to exceed \$5,573.04 Seconded by Commissioner Mee.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires Hodgkinson

Nays: None

Abstain: None

Absent: Frey

5. Recommendation to Approve an Amendment to Personnel Policy 5.3.5 "Sick Leave" to comply with State Law.

Commissioner Vires moved to approve an Amendment to Personnel Policy 5.3.5 "Sick Leave" to comply with State Law. Seconded by Commissioner Kelly.
Motion passed by voice vote.

6. Recommendation to Accept the Base Bid and Alternate 3 from Desitter Flooring in the Amount of \$127,367.37 for Carpeting at Arrowhead Golf Club

Commissioner Kelly recused himself from this vote and left the meeting chambers at 7:24 p.m.

Commissioner Mee moved to approve the Base Bid and Alternate 3 from Desitter Flooring in the Amount of \$127,367.37 for Carpeting at Arrowhead Golf Club.
Seconded by Commissioner Vires.

Commissioner Mee stated that this was previously discussed at the Buildings and Grounds Subcommittee meeting. This carpet is ten years old and needs to be replaced.

Motion passed by roll call vote.

Ayes: Mee, Morrill, Vires Hodgkinson

Nays: None

Abstain: Kelly

Absent: Frey

Commissioner Kelly returned to the meeting at 7:27 p.m.

7. Recommendation to Approve a Proposal from Art By Joseph for the "Art Along the Way" Project as Part of the Sensory Playground Initiative for \$50,000

Commissioner Morrill moved to approve a Proposal from Art By Joseph for the "Art Along the Way" Project as Part of the Sensory Playground Initiative for \$50,000.
Seconded by Commissioner Kelly.

Commissioner Kelly asked if the Play For All Foundation thinks they should do this before completion of the playground. Executive Director Benard stated that the playground is done in phases, and this was part of phase one. This is an interactive piece and part of the overall design of the park. President Hodgkinson stated that this is being paid for by the park district and reimbursed by the Play For All Foundation. Commissioner Mee asked how the Lisle Rotary's \$2,500 donation fit into this piece. Benard stated that although the foundation sees a lot of unrestricted donations the Lisle Rotary wanted their donation to go towards the art.

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

8. Recommendation to Approve the Quote from Advantage Trailers for the Purchase of a Trolley for Use as Half Way House Concession Stand at Arrowhead Golf Club in the Amount of \$22,811.00

Commissioner Kelly moved to approve the Quote from Advantage Trailers for the Purchase of a Trolley for Use as Half Way House Concession Stand at Arrowhead Golf Club in the Amount of \$22,811.00. Seconded by Commissioner Vires.

Commissioner Mee stated that this trolley is to replace the current one that was bought in 2010. Executive Director Benard stated yes and that the old one may be rehabbed and used at other locations if possible.

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

9. Recommendation to Approve Terminating a Contract with Cage Engineering for the Seven Gables Parking Project and to Approve Opening a New Contract with Cage Engineering for the Seven Gables Pathway Project in the Amount of \$21,000

Commissioner Kelly moved to approve Terminating a Contract with Cage Engineering for the Seven Gables Parking Project and to Approve Opening a New Contract with Cage Engineering for the Seven Gables Pathway Project in the Amount of \$21,000. Seconded by Commissioner Morrill.

Commissioner Mee asked when the project will begin. Benard stated in 2017. Commissioner Kelly stated that this completes connecting all the paths at Seven Gables and will keep pedestrians off the roads.

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

10. Recommendation to Approve the Purchase of four Golf Skate Caddies for \$19,980 plus Shipping Costs (estimated \$1,000)

Commissioner Mee moved to approve the Purchase of four Golf Skate Caddies for \$19,980 plus Shipping Costs (estimated \$1,000). Seconded by Commissioner Vires.

Commissioner Mee asked Director of Golf Bruce Stoller about the Golf Skate Caddies. Stoller replied that this is a new product with a life expectancy of 4-5 years. The will pay for themselves in approximately 1.5 years. Mee asked if this is a current trend. Stoller replied it is and that only a couple of courses have them. Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires Hodgkinson

Nays: None

Abstain: None

Absent: Frey

11. Recommendation to Approve a Safety Policy and Procedures Manual and a Crises Management Plan for the Wheaton Park District

Commissioner Morrill moved to approve a Safety Policy and Procedures Manual and a Crises Management Plan for the Wheaton Park District. Seconded by Commissioner Vires.

Executive Director Benard stated that this was approved in 2011 and 2014. Staff periodically reviews this to check for staff that is no longer employed at the district. Motion passed by voice vote.

12. Recommendation to Approve the Replacement of two Computer “Switches” (which recently failed causing an operational problems) from Meridian IT Inc for \$10,318.75 and an Annual Maintenance Cost of \$1,467.18

Commissioner Kelly moved to approve the Replacement of two Computers “Switches” (which recently failed causing an operational problems) from Meridian IT Inc for \$10,318.75 and an Annual Maintenance Cost of \$1,467.18. Seconded by Commissioner Mee. Motion passed by voice vote.

REPORTS FROM STAFF

Executive Director Benard stated that there was heavy use of the ice rinks at CAC this winter, with only 6 days of nonuse because of the weather. He has received many compliments about the rinks. The Ross McNeil Foundation raised \$15,000 for their fundraiser at the ice rinks. The park district made concessions and rental fees during the event.

Benard also stated that former City Councilman and Retired Air Force Officer Tom Mouhelis recently passed away. Tom was a good friend of the park district and will be missed.

Commissioner Vires congratulated Director of Food and Beverage Brian Whitkanack and his staff on a job well done on the Straight from the Tap Event which was attended by 330 people.

Commissioner Morrill stated that all the board reports were excellent. Morrill asked Parks Plus Fitness Manager Ryan Miller if the 38% of our members being senior citizens was high. Miller stated that it was not. We cater to all demographics, but that the Silver Sneakers brings a lot of people. Morrill asked if Superintendent of Special Facilities Dan Novak can look into working with Wendy to market to this group for pool passes.

Commissioner Mee commended the Lincoln Marsh staff on the increase in program numbers and participation for the challenge courses. He also commended the Lincoln Marsh staff on increased revenues for the environmental programs. He liked their 2017 goals. Commissioner Mee stated that in the Varied Interest report it was helpful to know who many services we have, and congratulated staff on increased revenue. Mee asked why the revenue was down at Parks Plus Fitness Center. Parks Plus Fitness Center Manager Ryan Miller stated that they purchased new equipment, new flooring and water fountains. Mee was pleased to see the increase in memberships.

President Hodgkinson stated that she was impressed with the program for people with Parkinson's disease, and our partnership with Northwestern.

CLOSED SESSION February 15, 2017

At 7:56 p.m. Commissioner Mee moved to enter closed session for the purpose of discussing the:

- a. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees, 5ILCS 120/2 (c) (1)
- b. Approval, Review and Release of Closed Session Minutes, 5ILCS 120/2 (c) (21)

Commissioner Kelly seconded.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires Hodgkinson

Nays: None

Abstain: None

Absent: Frey

At 8:52 pm the Board returned to Open Session.

POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

1. Resolution 2017-02 Authorizing Release of Certain Closed Session Minutes

Commissioner Vires moved and Commissioner Mee seconded to approve Resolution 2017-02 Authorizing Release of Certain Closed Session Minutes

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires Hodgkinson

Nays: None

Abstain: None

Absent : Frey

2. Executive Director Compensation

Commissioner Mee moved and Commissioner Vires seconded to approve a 1% increase in the Executive Director's Base Compensation.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires Hodgkinson

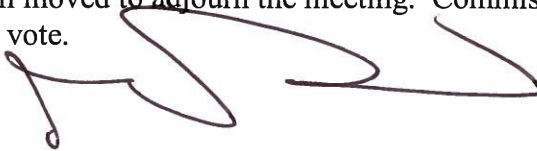
Nays: None

Abstain: None

Absent: Frey

ADJOURNMENT

At 8:54 p.m., Commissioner Morrill moved to adjourn the meeting. Commissioner Vires seconded. Motion passed by voice vote.

A handwritten signature in dark ink, appearing to be 'Morrill', is written over the text of the adjournment. The signature is stylized and cursive.