



Wheaton Park District

**Wheaton Park District Board of Commissioners Meeting
Wednesday March 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 Mee, Morrill, Vires and were present.

Commissioners Frey, Kelly were absent

PRESENTATIONS

PGA Junior Golf Program at Arrowhead Golf Club

Assistant Golf Professional Andrew Ogata stated that the PGA Junior Golf Program at Arrowhead Golf Club started in 2015 with 12 kids. Last year the program increased to 50 kids. There are four teams and each child plays three hole matches. There are five to six practices with their coach throughout the season. They also get a free individual session with their coach. Registration closes in the middle of April and they are half full already. Ages 8-13 are welcome.

COMMUNITY INPUT

None

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$1,217,127.89 for the period beginning February 8, 2017 and ending March 7, 2017
- B. Approval of the February 15, 2017 Regular Meeting Minutes
- C. Approval of the Buildings and Grounds Subcommittee Meeting Minutes from March 1, 2017
- D. Approval of the Finance Subcommittee Meeting Minutes from March 1, 2017

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

Motion passed by roll call vote.

Ayes: Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey, Kelly

UNFINISHED BUSINESS

- A. Approval of content of closed session minutes from October, 30 2014
Commissioner Morrill moved to approve closed session minutes from October, 30 2014.
Seconded by Commissioner Mee. Motion carried by voice vote.
- B. Approval of content of closed session minutes from August 19, 2015
Commissioner Vires moved to approve closed session minutes from August 19, 2015
Seconded by Commissioner Morrill. Motion carried by voice vote.
- C. Approval of content of closed session minutes from February 15, 2017
Commissioner Vires moved to approve closed session minutes from February 15, 2017.
Seconded by Commissioner Morrill. Motion carried by voice vote.

NEW BUSINESS

1. Bid Results and Recommendation – Football Equipment the Rams Program
Park Board Approval of the Bids from the lowest qualified bidders for the various types of apparel and equipment specified as detailed on pages 5 & 6 of this Agenda

Commissioner Mee moved to approve the Bids from the lowest qualified bidders for the various types of apparel and equipment specified as detailed on pages 5 & 6 of this Agenda. Seconded by Commissioner Morrill.

Executive Director Benard thanked Rick Sparks Wheaton Rams Executive Board President for his time and effort with the Rams Football Program.

Motion passed by roll call vote.

Ayes: Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey, Kelly

2. Park Board Approval to for the Wheaton Park District to Serve Beer and Wine Within the Fenced-in Perimeter of Memorial Park for the Taste of Wheaton June 1-4, 2017 and Wheaton Brew Fest August 5, 2017

Commissioner Morrill moved to approve for the Wheaton Park District to Serve Beer and Wine Within the Fenced-in Perimeter of Memorial Park for the Taste of Wheaton June 1-4, 2017 and Wheaton Brew Fest August 5, 2017. Seconded by Commissioner Vires

Motion passed by roll call vote.

Ayes: Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey, Kelly

3. Park Board Approval of Purchases over \$10,000 but Under the Bidding Limit of \$25,000 – Beer Purchase for the Annual Brew Fest Event from Euclid Beverage upon Invoice at an Amount not to Exceed \$15,000

Commissioner Mee moved to approve the Purchases over \$10,000 but Under the Bidding Limit of \$25,000 – Beer Purchase for the Annual Brew Fest Event from Euclid Beverage upon Invoice at an Amount not to exceed \$15,000.
Seconded by Commissioner Vires.

Commissioner Mee asked if any of the vendors were local. Director of Restaurant and Banquets Brian Whitkanack stated that many were local. Commissioner Vires asked what happens to the left over beer. Whitkanack stated that if it is untapped we get a credit for it. If it's tapped it's thrown away. It cannot be used at Arrowhead because it doesn't stay fresh.

Motion passed by roll call vote.

Ayes: Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey, Kelly

4. Park Board Approval of Purchases over \$10,000 but Under the Bidding Limit of \$25,000 – Purchase of Basketball Jerseys and Shorts for the 2017 season for \$11,186 from Janor Sports

Commissioner Morrill moved to approve the of Purchases over \$10,000 but Under the Bidding Limit of \$25,000 – Purchase of Basketball Jerseys and Shorts for the 2017 season for \$11,186 from Janor Sports. Seconded by Commissioner Vires.
No discussion.

Motion passed by roll call vote.

Ayes: Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey, Kelly

5. Park Board Approval of an Agreement for Temporary Park Maintenance Labor with Minute Men Of Illinois INC. as well as the Terms and Conditions as Amended via Addendum for an amount not to Exceed \$20,000

Commissioner Mee moved to approve of an Agreement for Temporary Park Maintenance Labor with Minute Men Of Illinois INC. as well as the Terms and Conditions as Amended via Addendum for an amount not to exceed \$20,000.
Seconded by Commissioner Morrill.

Commissioner Vires asked how we will supervise that these people are doing only unskilled labor. Benard stated that their supervisors will make sure that they are assigned certain tasks. They can be used on an as needed basis.

Motion passed by roll call vote.

Ayes: Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey, Kelly

6. Park Board Approval of a Professional Services Agreement with Kmiecik Architects Ltd. in the Amount of \$13,500 plus up to \$200 in Reimbursable Expenses for the Design of the Central Athletic Complex Lobby Rehab Project.

Commissioner Vires moved to approve the Professional Services Agreement with Kmiecik Architects Ltd. in the Amount of \$13,500 plus up to \$200 in Reimbursable Expenses for the Design of the Central Athletic Complex Lobby Rehab Project. Seconded by Commissioner Morrill.

Benard stated that Larry Kmiecik has provided options and has been working closely with staff. President Hodgkinson stated that the park district has had decades of good experience with this architect. Commissioner Mee asked what the target date was to finish the project. Kmiecik stated that they will fill in with staffs work load so there isn't a set date yet. Motion passed by voice vote.

7. Park Board Approval of a Professional Services Agreement with Kmiecik Architects Ltd. in the Amount of \$7,500 plus up to \$200 in Reimbursable Expenses for the Design of the Central Athletic Complex Restroom Rehab Project.

Commissioner Morrill moved to approve of a Professional Services Agreement with Kmiecik Architects Ltd. in the Amount of \$7,500 plus up to \$200 in Reimbursable Expenses for the Design of the Central Athletic Complex Restroom Rehab Project. Seconded by Commissioner Mee.

Commissioner Mee asked for a time frame on this project. Kmiecik said the work will have to be done during the down time at the facility. Director of Parks and Planning Sperl stated that we still need to come up with a design and permitting and since these are the only bathrooms in the building he anticipates it will be completed in the next year and a half to two years. Motion passed by voice vote.

8. Park Board Approval of a \$600 per month Taxable Vehicle Allowance for the Executive Director of the Wheaton Park District Beginning January 1, 2017

Commissioner Morrill moved to approve of a \$600 per month Taxable Vehicle Allowance for the Executive Director of the Wheaton Park District Beginning January 1, 2017. Seconded by Commissioner Vires.

Ayes: Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey, Kelly

9. Park Board Approval of an Agreement with Golf Now LLC for the Provision of Services to the Arrowhead Golf Club in Exchange for Golf Tee Times

Commissioner Mee moved to approve an Agreement with Golf Now LLC for the Provision of Services to the Arrowhead Golf Club in Exchange for Golf Tee Times. Seconded by Commissioner Vires.

Director of Golf Bruce Stoller explained that we will give Golf Now a 9 hole foursome every day in exchange for using their digital Tee sheet. We will have more access to available Tee times. 20% of our rounds come through them now. We will have access to their call center so we can make Tee Times after hours. Current software used does not meet the needs of a golf course as busy as ours. Motion carried by voice vote.

10. Park Board Approval of Resolution 2017-05 Enacting a Policy Statement to Reflect the Wheaton Park District's Compliance with the Abused and Neglected Child Reporting Law – 325 ILCS 5/1 et seq.

Commissioner Vires moved to approve Resolution 2017-05 Enacting a Policy Statement to Reflect the Wheaton Park District's Compliance with the Abused and Neglected Child Reporting Law – 325 ILCS 5/1 et seq. Seconded by Commissioner Morrill. No discussion. Motion passed by voice vote.

11. Park Board Approval of Resolution 2017-06 Enacting a Policy Statement to Reflect the Wheaton Park District's Compliance with the Criminal Background Investigations of Employees Law – 70 ILCS 1205/8-23

Commissioner Vires moved to approve Resolution 2017-06 Enacting a Policy Statement to Reflect the Wheaton Park District's Compliance with the Criminal Background Investigations of Employees Law – 70 ILCS 1205/8-23. Seconded by Commissioner Morrill. No discussion. Motion passed by voice vote.

REPORTS FROM STAFF

Commissioner Vires commended staff on the Early Childhood Annual Report and that the classes increased 17% and that there were more cooking classes as well. He then asked Director of Special Facilities Andy Bendy How Pelican Golf was doing at Arrowhead. Bendy stated that their first year was pretty good, but not as good as they had projected.

Commissioner Morrill stated that both the Early Childhood and Arrowhead Annual Reports were excellent. He asked Director of Recreation Vicki Beyer about the Toohey Tasting. He said he would like to see how this works. Beyer stated she will provide him with this.

Commissioner Mee enjoyed the Early Childhood Annual report. He also commended staff on increased revenue and program numbers. Mee asked Director of Special Facilities Bendy asked why the total net revenue was down in 2016. Bendy replied that the front entrance remodeling added costs as well as the new board approved full time employees. Mee asked Director of Banquets Danielle Salerno if there was a trend in fewer participants per wedding. Salerno stated they are seeing a decrease in people attending weddings. Executive Director Benard stated that due to the ACA we had to reduce part time employee's hours to 28 per week and had to add full

time positions to compensate. He stated that although we need to be more aggressive and creative in how we increase our business he is still proud of the nearly \$800,000 net revenue that was earned in 2016.

BOARD DISCUSSION / SUBCOMMITTEE REPORTS

1. Creation of a Temporary Task Force by President Hodgkinson for Nominations for the Election of Officers for the Wheaton Park District to be Voted on at the May, 2017 Park Board Meeting

After some discussion it was decided that Commissioner Mee and Commissioner Morrill will be on the task force.

ADJOURNMENT

At 7:52 p.m., Commissioner Mee moved to adjourn the meeting. Commissioner Morrill seconded. Motion passed by voice vote.

A handwritten signature in dark ink, appearing to be 'M. Mee', is written over the text of the adjournment section.