



# Wheaton Park District

**Wheaton Park District Board of Commissioners Meeting  
Wednesday August 17, 2016 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 Frey, Kelly, Mee, Morrill, Vires and were present.

Commissioner Schobel was absent

## **PRESENTATIONS**

Early Childhood/Teen Programs

Recreation Supervisor Cristin Hanlon stated that Wide Horizons Preschool begins on August 29, and there are a few spots available. Holiday Break Teen Travel Fall Trips will begin November 21st through November 23, Winter Break begin December 21 and 22<sup>nd</sup>. The Teen Service Series starting in September was designed for teens to give back and earn service hours for their school or clubs. Some of the service projects available are for the West Suburban Humane Society, Ronald McDonald House, Boo Bash, Halloween Happenings and Northern IL Food Bank all are in cooperation with the Glen Ellyn Park District.

## **COMMUNITY INPUT**

None

## **CONSENT AGENDA**

- A. Approval of the Disbursements totaling \$1,529.569.67 for the period beginning July 13, 2016 and ending August 9, 2016.
- B. Approval of Meeting Minutes from July 20, 2016
- C. Approval of Finance Subcommittee Minutes from August 4, 2016
- D. Approval of Buildings and Grounds Subcommittee Minutes from August 4, 2016
- E. Approval to Issue Check for \$11,270 for Wheaton Police Department for service at Taste of Wheaton

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

Commissioner Mee asked that the August 4<sup>th</sup> Finance minutes reflect that he entered that meeting at 5:05 p.m.

Motion passed by roll call vote.

Ayes: Vires, Morrill, Mee, Kelly, Frey, Hodgkinson

Nays: None

Abstain: None

Absent: Schobel

## UNFINISHED BUSINESS

None

## NEW BUSINESS

### 1. Bid Results and Recommendation for 2017 Program Guide Printing Services

It is recommended that the Wheaton Park District Board of Commissioner's approve a contract with The Strathmore Company for the printing services of the 2017 program guides in the amount of \$40,836 for lowest page count and \$72,020 for highest page count.

Commissioner Kelly moved to approve a contract with The Strathmore Company for the printing services of the 2017 program guides in the amount of \$40,836 for lowest page count and \$72,020 for highest page count. Seconded by Commissioner Mee.

Motion passed by roll call vote.

Ayes: Vires, Morrill, Mee, Kelly, Frey, Hodgkinson

Nays: None

Abstain: None

Absent: Schobel

### 2. Bid Results and Recommendation for 2017 Program Guide Delivery

It is recommended that the Wheaton Park District Board of Commissioner's approve mail delivery of all four 2017 program guides (winter, spring, summer, and fall) with AMZO Zip Mailing Services, Inc. in the amount of \$51,528.

Commissioner Frey moved to approve mail delivery of all four 2017 program guides (winter, spring, summer, and fall) with AMZO Zip Mailing Services, Inc. in the amount of \$51,528. Seconded by Commissioner Kelly.

Commissioner Mee asked Executive Director Benard that since they were the sole bidder in the process was there any reason to rebid this, He also asked if they were the only bidder last time. Executive Director Benard stated that yes they were the sole bidder both times. Staff has been very happy with AMZO and that they are within budget between both printing and delivery. Commissioner Kelly asked if we used to just mail the program guides. Benard stated we did at a bulk rate and we had many problems with it. He explained that AMZO is a hybrid service between mail and delivery.

Motion passed by roll call vote.

Ayes: Vires, Morrill, Mee, Kelly, Frey, Hodgkinson

Nays: None

Abstain: None

Absent: Schobel

3. Bid Results and Recommendation for 2016 Fencing Bid

It is recommended that the Wheaton Park District Board of Commissioner's approve the following:

Northern Illinois Fence	Item 1 Seven Gables Backstops Item 2 Atten Backstops Item 3 Graf Dugout	\$156,525
Arena Fence	Alt 4A Central Ornamental Steel Along Illinois St. Alt4C Central Ornamental Steel Along Mariano's Dr.	\$64,220
Classic Fence	Item 5 Cosley Keibler Barn Fence Alt 6A Arrowhead Parking PVC Privacy Fence	\$73,820
Total		\$294,565

Commissioner Kelly moved to approve the bid from Northern Illinois Fence for Item 1 Seven Gables Backstops, Item 2 Atten Backstops and Item 3 Graf Dugout in the amount of \$156,525. Seconded by Commissioner Mee.

Motion passed by roll call vote.

Ayes: Vires, Morrill, Mee, Kelly, Frey, Hodgkinson

Nays: None

Abstain: None

Absent: Schobel

Commissioner Kelly moved to approve the bid from Arena Fence for Alt4C Central Ornamental Steel along Illinois Street, Alt 4C Central Ornamental Steel along Mariano's Drive. In the amount of \$64,220. Seconded by Commissioner Frey.

Motion passed by roll call vote.

Ayes: Vires, Morrill, Mee, Kelly, Frey, Hodgkinson

Nays: None

Abstain: None

Absent: Schobel

Commissioner Kelly moved to approve the bid from Classic Fence for Item 5 Cosley Keibler Barn Fence and Alt 6A Arrowhead Parking PVC Privacy Fence. In the amount of \$73,820. Seconded by Commissioner Morrill.

Motion passed by roll call vote.

Ayes: Vires, Morrill, Mee, Kelly, Frey, Hodgkinson

Nays: None

Abstain: None

Absent: Schobel

4. Action Item -- Recommendation to engage Lauterbach and Amen for professional Audit services for the Wheaton Park District

Commissioner Mee moved to approve engaging Lauterbach and Amen for professional Audit services for the Wheaton Park District for a three year period. Seconded by Commissioner Morrill.

Commissioner Mee stated that these were discussed at the Finance subcommittee meeting, and that the lowest bidder didn't have experience with park districts and was also higher on their price for the foundations.

Executive Director Benard read the following prices:

Wheaton Park District

Year One: \$17,300

Year Two: \$17,700

Year Three: \$18,100

Cosley Zoo Foundation

Year One: \$4,500

Year Two: \$4,600

Year Three: \$4,700

Dupage County Historical Museum Foundation

Year One: \$2,500

Year Two: \$2,575

Year Three: \$2,650

Play For All Foundation

Year One: \$2,300

Year Two: \$2,255

Year Three: \$2,410

Total Audit Fees:

Year One: \$26,600

Year Two: \$27,230

Year Three: \$27,860

President Hodgkinson asked Finance Director Trainor to clarify that this is for the years 2017 through 2019. Trainor stated that was correct.

Motion passed by roll call vote.

Ayes: Vires, Morrill, Mee, Kelly, Frey, Hodgkinson

Nays: None

Abstain: None

Absent: Schobel

## 5. Review of Health Insurance Programs

Executive Director Benard stated we are not seeking action at this time. We are in middle of year one of a three year contract with PDRMA. However, as health insurance costs are a significant portion of the park district's budget, it is responsible to continue to seek alternatives that may save money without affecting employees in an adverse manner. There has been recent legislative relief to allow a member of a pool like ours to give 120 days' notice to withdraw. We can leave PDRMA if we wish according to our legal counsel with no penalty if we give one year's notice; however if we use the 120 days' notice PDRMA's bylaws state that we would owe them one year of premiums which will equal the \$1.4 Million that we pay them yearly. Benard doesn't think this would be a good route for us to take. We are also members of property casualty with PDRMA. We would be expelled from property casualty as well if we didn't pay our bill for the health portion of the contract. We have no reason to believe that we can do better in the property casualty portion. We are very happy with both property casualty and health; we just know that a larger pool could save the district money. If we went with IPBC that has a larger pool of larger municipalities than us we could do better cost wise for the tax payers and our employees. Benard recommends we stay the course with PDRMA for now and possibly bring before the finance meeting in September to put a year notice for withdrawal from PDRMA if IPBC would be interested in honoring the quotes for stabilized rate for 18 months.

### **REPORTS FROM STAFF**

Executive Director Benard thanked Rob Sheridan and the Wheaton Warrenville High School Coach Muhich and teams for their workday painting the retaining wall and picking up rocks at Central Athletic Complex.

Commissioner Morrill thanked Community Center Director Vicki Beyer for a very good annual report. He especially liked page 11 and 12 regarding customer service standards.

Commissioner Mee likes the Community Center mission statement, and that he believes the Community Center staff does all that the statement says. Mee asked Vicki what was the cause for revenue decrease. Beyer stated that it was from less open gym time. Mee thought the national customer service week was excellent. Beyer stated it was well received Mee asked about the message centers. Beyer stated she is working with Superintendent of Marketing Kristina Nemetz who found a contact that will work on signage at the Community Center.

President Hodgkinson congratulated Beyer on a good report.

Commissioner Vires congratulated staff on the Cosley Classic. He also congratulated superintendent of Special Facilities Dan Novak and Superintendent of Marketing Kristina Nemetz on a great job with Brewfest. He noticed that the restaurants in downtown Wheaton were packed afterwards and commented that it was great for the economics of downtown and for CASA and the Dupage County Historical Museum. Commissioner Mee also congratulated staff on these events; he knows there is a lot to putting these events together, he also recognized CASA with their involvement with this event. Mee commended staff on the auction of obsolete equipment which earned approximately \$24,000.

President Hodgkinson stated that this Saturday there will be a Play Day at the Sensory Playground off of Navistar Lane. Shakespeare in the park is the following week and the park district has a Go Fund Me account set up for this.

Commissioner Morrill congratulated staff on the Com Ed Grant received for the Nature Play area at Lincoln Marsh. He also congratulated Aquatics and Safety Manager Wendy Russell on the Ellis and Association Lifeguard Audit.

## **BOARD DISCUSSION / SUBCOMMITTEE REPORTS**

### **ADJOURNMENT**

At 7:36 p.m., Commissioner Kelly moved to adjourn the meeting. Commissioner Frey seconded. Motion passed by voice vote.