



Wheaton Park District

**Wheaton Park District Board of Commissioners Meeting
Wednesday September 9, 2015 7:00 p.m.
Wheaton Park District Community Center
1777 S. Blanchard 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 Schobel arrived at 7:15 p.m.
Absent: Commissioner Frey

PRESENTATIONS

None

COMMUNITY INPUT

None

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$ 989,381.28
for the period beginning, August 12, 2015 and ending, September 1, 2015.
- B. Approval of the August 19, 2015 Regular Meeting Minutes
- ~~C. Approval of the August 26, 2015 Finance Subcommittee Meeting Minutes~~
- ~~D. Approval of the September 2, 2015 Buildings and Grounds Subcommittee Meeting
Minutes~~

Commissioner Mee moved to approve the Consent Agenda item number A and B and striking items C & D. Commissioner Morrill seconded.

Commissioner Kelly asked for a correction to be made to the New Business #4 change order No. 1 Atten Park Tennis Court Reconstruction. It should read “He recommended replacing the posts before we put the unitary surface down.”

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

UNFINISHED BUSINESS

1. A. The approval of the lowest responsible bid for the General Obligation Refunding Park Bonds, Series 2015A from Robert W. Baird from Milwaukee, Wisc at a final interest rate of 1.9112645%.

Commissioner Vires moved to approve the lowest responsible bid for the General Obligation Refunding Park Bonds, Series 2015A from Robert W. Baird from Milwaukee, Wisc at a final interest rate of 1.9112645%. Seconded by Commissioner Mee.

Motion passed by roll call vote

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Absent: Frey, Schobel

- B. The approval of the lowest responsible bid for the Taxable General Obligation Refunding Park Bonds, Series 2015B from Hutchinson Shockey & Erley from Chicago, IL at a final interest rate of 2.2695362%

Commissioner Vires moved to approve the lowest responsible bid for the Taxable General Obligation Refunding Park Bonds, Series 2015B from Hutchinson Shockey & Erley from Chicago, IL at a final interest rate of 2.2695362% Seconded by Commissioner Mee.

Motion passed by roll call vote

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Absent: Frey, Schobel

1. Ordinance 2015-04 An Ordinance providing for the issue of exactly \$3,660,000 General Obligation Refunding Park Bonds, Series 2015A, and exactly \$14,925,000 Taxable General Obligation Refunding Park Bonds, Series 2015B, for the purpose of refunding certain outstanding bonds, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchasers thereof.

Commissioner Vires moved to approve Ordinance 2015-04 An Ordinance providing for the issue of approximately \$4,000,000 General Obligation Refunding Park Bonds, Series 2015A, and approximately \$16,000,000 Taxable General Obligation Refunding Park Bonds, Series 2015B, for the purpose of refunding certain outstanding bonds, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchasers thereof. Seconded by Commissioner Morrill.

Dave Philips stated that the district will save \$1.85 million dollars from both sales. There were 4 bidders to Series 2015 A bonds and 7 bidders for the Series 2015B bonds. He stated that the district received a AA2 rating. Executive Director Benard and Finance Director Trainor went through this process and the rating is a great representation of this district. Commissioner Kelly asked Philips to clarify that this was not new debt and just a re-finance. Philips stated that was the case. Instead of raising the tax rate there was an effort towards savings through the years. Commissioner Mee thanked Dave Philips from Speer Financial and Anajli Vij from Chapman and Cutler for their help.

Motion passed by roll call vote

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Absent: Frey, Schobel

2. Ordinance 2015-03 Adopting Amendments to the Investment Policy of the Wheaton Park District.

Commissioner Vires moved to table Ordinance 2015-03 Adopting Amendments to the Investment Policy of the Wheaton Park District. Seconded by Commissioner Kelly

Commissioner Mee asked why we were tabling this. Commissioner Vires said that legal counsel had some additional input that was not yet reviewed by the finance subcommittee.

Motion passed by roll call vote

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Absent: Frey, Schobel

3. Request to Promote 3 Part Time Park Operations Employees to Full Time Status to meet Increased Operation Demand.

Commissioner Mee moved to approve promoting 3 part time park operations employees to full time status to meet increased operation demand. Seconded by Commissioner Morrill.

Commissioner Morrill asked if this was in the budget. Benard stated it was. Commissioner Mee asked if the 3 part time positions that will be vacated will be replaced. Benard stated that they would.

Motion passed by roll call vote

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

Nays: None

Absent: Frey

4. Approval of Amendments to the Purchasing and Disposal Sections of the Wheaton Park District Finance Policy Document.

Commissioner Mee moved to approve the Amendments to the Purchasing and Disposal Sections of the Wheaton Park District Finance Policy Document. Seconded by Commissioner Vires.

No discussion

Motion passed by roll call vote

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

Nays: None

Absent: Frey

NEW BUSINESS

1. Request approval to engage Abbott Tree Care Professionals in the amount of \$18,800 for the removal of dying cotton wood trees at Northside Park.

Commissioner Kelly moved to approve engaging Abbott Tree Care Professionals in the amount of \$18,800 for the removal of dying cotton wood trees at Northside Park. Seconded by Commissioner Schobel

Commissioner Kelly asked if the residents in that area were notified. Director of Parks and Planning Rob Sperl said they were. The President of the Home Owners Association sent an email to all of them about the project. Executive Director Benard complimented Director of Parks and Planning Sperl, Superintendent of Horticulture Deb Seymour and Conservation Manager Kevin Flynn for their work on this project.

Motion passed by roll call vote

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

Nays: None

Absent: Frey

2. Request approval to engage Kmiecik Architects Ltd. for design services related to Cosley Zoo improvements in an amount not to exceed \$30,000.

Commissioner Morrill moved to approve engaging Kmiecik Architects Ltd. for design services related to Cosley Zoo improvements in an amount not to exceed \$30,000 subject to legal counsel assessing conflict of interest. Seconded by Commissioner Mee.

Executive Director Benard explained to the board that Kmiecik is on the Cosley Foundation Board. Commissioner Mee stated that since he is the liason on the Cosley board he can see that Larry has a good handle on what's going on at the zoo. Commissioner Morrill stated that he knows Larry and has all the confidence in the world that Larry would do a good job. He would like to get legal counsel's opinion on if there is a conflict of interest. He just wants to protect the park district and Larry.

Motion passed by roll call vote

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

Nays: None

Absent: Frey

3. Bid Results and Recommendation – Request authorization to engage Play Illinois for the Brighton Playground equipment replacement project in the amount of \$51,188.00.

Commissioner Kelly moved to approve to engaging Play Illinois for the Brighton Playground equipment replacement project in the amount of \$51,188.00. Seconded by Commissioner Morrill.

No discussion

Motion passed by roll call vote

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

Nays: None

Absent: Frey

4. Request approval of amendment to park rental fee schedule beginning January 2016.

Commissioner Mee moved to approve an amendment to park rental fee schedule beginning January 2016. Seconded by Commissioner Vires.

Commissioner Mee asked why we were increasing fees. Director of Parks and Planning Sperl stated the increase will cover our costs. Commissioner Kelly was concerned that the playgrounds are included in the facility rentals. Executive Director Benard stated that the permit language will clarify that facility rentals only include reserving the shelters and not the whole park.

Motion passed by voice vote.

5. Request approval for Executive Director to execute change order no. 1 with Jasco Electric in the amount of \$10,274.

Commissioner Kelly moved to approve the Executive Director to execute change order no. 1 with Jasco Electric in the amount of \$10,274. Seconded by Commissioner Vires.

Commissioner Kelly stated that this project is still \$60,000 under budget.

Motion passed by roll call vote

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

Nays: None

Absent: Frey

6. Request approval for Executive Director to execute change order no. 1 with Northern Illinois Fence in the amount of \$3,492.

Commissioner Kelly moved to approve for the Executive Director to execute change order no. 1 with Northern Illinois Fence in the amount of \$3,492.
Seconded by Commissioner Vires. Motion passed by voice vote.

No discussion.

7. Request approval to hire an additional full time Athletic Program Manager to meet increased operational and program demand.

Commissioner Mee moved to approve hiring an additional full time Athletic Program Manager to meet increased operational and program demand.
Commissioner Morrill.

Commissioner Mee stated he attends many athletic events and he thinks that help is needed here.

Motion passed by roll call vote

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

Nays: None

Absent: Frey

8. Request Approval for Executive Director to Execute a Professional Services Agreement with Advanced Intelligence Engineering (AIE) for a Three Year Engagement beginning January 1, 2016 for Managed Services of Information Technology Operations for the Wheaton Park District at a cost of \$143,400 per year and a one-time \$10,000 initial start-up cost for a three year total of \$440,200.

Commissioner Morrill moved to approve for the Executive Director to Execute a Professional Services Agreement with Advanced Intelligence Engineering (AIE) for a Three Year Engagement beginning January 1, 2016 for Managed Services of Information Technology Operations for the Wheaton Park District at a cost of \$143,400 per year and a one-time \$10,000 initial start-up cost for a three year total of \$440,200.
Seconded by Commissioner Vires.

Executive Director Benard commended the finance department and the outside consulting service we used for this process.

Motion passed by roll call vote

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

Nays: None

Absent: Frey

9. Request Approval for Executive Director to Execute a Five Year Professional Services Agreement and a Five Year Lease Agreement with Martin Whalen Office Solutions for the Acquisition of 10 Xerox Multi-Function Devices, the Buyout of Current Lease of 9 Canon Multi-Function Devices and a Service Plan at a cost of \$5,123.50 per month for 60 Months. Total Cost of Machine Lease, Buyout and Service Plan - \$307,410.

Commissioner Mee moved to table a Five Year Professional Services Agreement and a Five Year Lease Agreement with Martin Whalen Office Solutions for the Acquisition of 10 Xerox Multi-Function Devices, the Buyout of Current Lease of 9 Canon Multi-Function Devices and a Service Plan at a cost of \$5,123.50 per month for 60 Months. Total Cost of Machine Lease, Buyout and Service Plan - \$307,410. Seconded by Commissioner Kelly. Motion passed by voice vote.

REPORTS FROM STAFF

Commissioner Schobel and Mee commended the Leisure Center on a great annual report.

Commissioner Morrill stated that we talked about doing an RFP for attorney services. He thought it was time for us to start thinking about this. Commissioner Morrill requested a report from staff on options for the house Benard moved out of. It was decided that this will go to the Buildings and Grounds Subcommittee in November and the Regular meeting in December.

Commissioner Mee asked Director of Marketing Wilhelmi how many people attended the Sensory Garden play day. She stated approximately 100. He asked how many people are out there on a daily basis. Director of Parks and Planning Sperls said that every time his crews are out there working there are kids on the playground. Mee commended the golf staff. He thought the Combo Tee's were a good idea.

Commissioner Vires congratulated staff on Shakespeare in the Park and was very impressed with the attendance.

President Hodgkinson asked Director of Marketing Wilhelmi how we advertise facility rentals. Wilhelmi stated online and through Tri-Fold Brochures.

President Hodgkinson reminded the board about the Park Tour on September 26th from 9:00-3:00. This tour will be noticed as a public meeting.

CLOSED SESSION

At 7:47 p.m. Commissioner Morrill moved to enter closed session for the purpose of discussing the:

- a. Purchase or Lease of Real Property, 5ILCS 120/2 (c) (5)
- b. Pending, probable or imminent litigation, 5ILCS 120/ 2 (c) (11)

Commissioner Vires seconded.

Motion passed by roll call vote

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

Nays: None

Absent: Frey

ADJOURNMENT

At 8:11p.m., Commissioner Mee moved to adjourn the meeting. Commissioner Kelly seconded.
Motion passed by voice vote.