



Wheaton Park District

**Wheaton Park District Board of Commissioners Meeting
Wednesday October 19, 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 7:07 p.m. Commissioners Frey, Kelly, Mee, Morrill, Schobel, Vires and were present.

PRESENTATIONS

Affiliate Updates

Development Director TJ Hicks gave a presentation on the, Cosley Zoo Foundation, DuPage County Historical Museum Foundation and the Play For All Playground and Garden Foundation's. He highlighted the recent accomplishments of each foundation, and encouraged the community and residents to get involved in each of these foundations.

Executive Director Benard gave a presentation on the Employee Relief Fund Foundation stating that we have a Fund Balance of \$24,832, and the amount of assistance we have provided so far this year is \$5,000 plus there is currently there is a pending application. The amount of Assistance we have provided since the inception of the program is \$28,250 and the number of Employees Who Contribute 165 per pay period. The district is extremely proud of this foundation and the employees who contribute to it.

Sandy Gbur, Executive Director of the Western DuPage Special Recreation Association gave a presentation on WDSRA services. She stated that she is proud to work with the Wheaton Park District on establishing a 6th Rec and Roll site for WDSRA participants. She stated that 16% of their registration is from Wheaton residents and 11% of their inclusion services are for Wheaton residents.

COMMUNITY INPUT

None

CONSENT AGENDA

- A. Approval of the Regular Meeting Minutes of the Wheaton Park District Board of Commissioners from September 21, 2016
- B. Approval of the Finance Subcommittee Meeting Minutes of the Wheaton Park District Board of Commissioners from September 7, 2016
- C. Approval of Accounts Payable for the Wheaton Park District for the Period Beginning September 14, 2016 and Ending October 11, 2016 in the Amount of \$1,195,888.46

- D. Appointment of Michael Benard as Wheaton Park District Delegate for the Illinois Association of Park Districts Annual Business Meeting to be held on Saturday, January 21, 2017 at 3:30 pm at the Hilton Hotel, Chicago Illinois Grand Ballroom

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

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

UNFINISHED BUSINESS

1. Resolution 2016-01 Authorizing the Estimate of the Annual Aggregate Levy In Compliance with the Truth In Taxation Law

Commissioner Mee moved to approve Resolution 2016-01 Authorizing the Estimate of the Annual Aggregate Levy In Compliance with the Truth In Taxation Law. Seconded by Commissioner Kelly.

No discussion

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

2. Approval of an Amended Donation Agreement Between the Cosley Foundation Inc. and the Wheaton Park District

Commissioner Kelly moved to approve an Amended Donation Agreement Between the Cosley Foundation Inc. and the Wheaton Park District. Seconded by Commissioner Vires.

Commissioner Mee stated that this was for the Cosley Zoo Welcome Center in the amount of \$561,108.00.

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

NEW BUSINESS

1. Bid Results and Recommendation - Arrowhead Food Products and Supplies for the Period December 1, 2016 through November 30, 2017

Appetizers:	Fortune Fish	\$ 31,944.00	Commodity Pricing
Dairy:	Get Fresh	\$132,365.45	Commodity Pricing
Seafood:	Fortune Fish	\$ 83,526.00	Commodity Pricing
Poultry:	Sysco Chicago	\$121,120.00	Commodity Pricing
General/Froz.	Sysco Chicago	\$130,878.50	Fixed Pricing
Dry Goods:	Sysco Chicago	\$129,103.83	Fixed Pricing
Paper/Disp.:	Sysco Chicago	\$ 81,453.19	Fixed Pricing
Smallwares:	Sysco Chicago	\$ 12,783.82	Fixed Pricing
Produce:	Get Fresh	\$127,026.45	Fixed Pricing
Beverages:	Sysco Chicago	\$ 28,639.40	Fixed Pricing

Commissioner Kelly moved to approve the Arrowhead Food Products and Supplies for the Period December 1, 2016 through November 30, 2017 as listed on the agenda. Seconded by Commissioner Vires.

Commissioner Mee asked if Chef Alan Pirhofer is happy with these vendors. Chef Alan stated he was. Commissioner Morrill thanked staff for all their hard work on this.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey, Schobel

2. Approval of a Purchase over \$10,000 and under the Bid limit of \$25,000 – 275 Banquet Chairs Delivered for use at the Arrowhead Golf Club at a cost not to Exceed \$23,300.

Commissioner Morrill moved to approve placing an order for 275 chairs with The Hode Group who is the sales representative for The Seating Shoppe in New York at a cost not to exceed \$23,300 freight included.

Seconded by Commissioner Mee.

Commissioner Kelly was concerned with the \$10,000 deposit that was required. He asked staff to find out if the deposit is going to the vendor or the distributor.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey, Schobel

3. Approval of an Architectural Services Agreement with Williams Architects for Design and Construction Document Preparation Services related to the Exterior Improvements Project for the Community Center at a cost not to exceed \$92,800.

Commissioner Kelly moved to approve the agreement with Williams Architects for Architectural Services for the proposed Exterior Improvements to the Community Center an amount not to exceed \$92,800. Seconded by Commissioner Morrill.

Commissioner Kelly stated the project is for the exterior of the Community Center. We are taking care of a 25 year old building and this will be a \$1, 000, 000, 0000 project over a period of time.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey, Schobel

4. Approval of a Professional Services Agreement with CAGE Engineering for Civil Engineering Services Related to the Proposed Addition of a Seven Gables Park Parking Lot near Winners' Cup Circle at a cost not to exceed \$19,900.

Commissioner Kelly moved to approve Approval of a Professional Services Agreement with CAGE Engineering for Civil Engineering Services Related to the Proposed Addition of a Seven Gables Park Parking Lot near Winners' Cup Circle at a cost not to exceed \$19,900. Seconded by Commissioner Vires.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey, Schobel

5. Approval of a Professional Services Agreement with Government Navigation Group for the Period Beginning November 1, 2016 and to Remain in Effect through the end of the Month that the Spring 2017 Illinois Legislative Session Formally is Concluded for an amount not to exceed \$3,000 per month.

Commissioner Mee moved to approve Approval of a Professional Services Agreement with Government Navigation Group for the Period Beginning November 1, 2016 and to remain in Effect through the end of the Month that the spring 2017 Illinois Legislative Session Formally is Concluded for an amount not to exceed \$3,000 per month. Seconded by Commissioner Vires.

Commissioner Mee stated that Government Navigations Group gave a presentation at the October Finance Meeting, and that he thought it was time to resign our contract with them, he also noted that it there is a 25% reduction on our previous cost. Commissioner Kelly agreed with Mee but was concerned with them working while we don't have a state budget. Executive Director Benard stated that our professional services agreements allow for the board to withdraw with adequate notice.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey, Schobel

6. Approval of Facility Use Contract with The Naperville Yard (William Gust) for Use by the Wheaton Wings Soccer Club - a Program of the Wheaton Park District at a cost not to Exceed \$32,400

Commissioner Mee moved to approve the Facility Use Contract with The Naperville Yard (William Gust) for Use by the Wheaton Wings Soccer Club - a Program of the Wheaton Park District at a cost not to exceed \$32,400. Seconded by Commissioner Kelly.

No discussion.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Morrill, Vires, Hodgkinson

Nays: None

Abstain: None

Absent: Frey, Schobel

7. Approval of Amendments to the Travel Policy of the Wheaton Park District to Become Compliant with Recent Legislative Action

Commissioner Vires moved to approve the Amendments to the Travel Policy of the Wheaton Park District to Become Compliant with Recent Legislative Action Seconded by Commissioner Morrill.

Commissioner Mee stated that this was reviewed by legal counsel and is compliant with the law. President Hodgkinson asked Director of Finance Trainor to write a summary report with the policies next time.

Motion passed by voice vote.

8. Approval of an Illinois Municipal Retirement Fund Benefit Protection Leave Request for an Employee of the Wheaton Park District

Commissioner Kelly moved to approve The Illinois Municipal Retirement Fund Benefit Protection Leave Request for an Employee of the Wheaton Park District. Seconded by Commissioner Mee.

No discussion.

Motion passed by voice vote.

REPORTS FROM STAFF

Executive Director Benard commended Aquatics Manager Wendy Russell on a job well done this summer and on her annual report.

Commissioner Morrill stated that the pools are an excellent opportunity for summer jobs for high school and college kids. He thinks that marketing does a great job, and that we need to promote the value of the pools to the community. Executive Director Benard stated that we will be redefining extended families in future promotions.

Commissioner Mee asked Russell when the last time we raised fees was. Russell stated three years ago. Mee asked why we weren't recommending raising fees. Benard stated that he didn't believe the market will bear an increase. He thought this was something that needed to be discussed at a subcommittee level.

President Hodgkinson asked Russell if we are offering aquatic group fitness classes during swim lesson times. Russell stated that yes we are two days a week. Hodgkinson asked if we could look at adding more. Russell stated she would.

Commissioner Vires congratulated the zoo on receiving the AZA Disney Nature Play Grant. He also congratulated Chuck Lindquist on his upcoming retirement from the zoo. Vires congratulated staff on raising \$14,000 for the museum with the On Par golf outing. Vires asked Director of Special Facilities Andy Bendy why Arrowhead's gross revenue was down. Bendy stated that September had a lot of rain on Friday and Saturday's and we were down 1,800 rounds. Vires asked why the expenses went up for Shakespeare in the Park. Superintendent of Special Facilities Dan Novak replied it was for security.

Commissioner Morrill congratulated the zoo on the Jr. Zookeeper program and the chicken program with Wheaton College. He was pleased to see that the annual revenue for the zoo increased. He congratulated Director of Marketing Margie Wilhelmi on her marketing of the zoo, and the partnership with Kilwins.

ADJOURNMENT

At 8:03 p.m., Commissioner Kelly moved to adjourn the meeting. Commissioner Mee seconded. Motion passed by voice vote.