



# Wheaton Park District

**Wheaton Park District Board of Commissioners Meeting  
Wednesday December 14, 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, Schobel, Vires and were present.

## **PRESENTATIONS**

Marketing and Events Coordinator Nicole Kapala gave a recap of the Awards & Accomplishments for 2016 which included the following:

In 2016 the Wheaton Park District received the following awards:

IAPD Best of the Best Intergovernmental Cooperation Award (for partnership with the Winfield Park District), Earth Flag from SCARCE, Certificate of Achievement for Excellence in Financial Reporting from Government Finance Officers Association of the United States and Canada

In 2016 the DuPage County Historical Museum received the following awards:

Award of Merit for Wedding Traditions Unveiled from Illinois Association of Museums, Award of Excellence for Rehousing of Off-Site Storage from Illinois Association of Museums

Some of the accomplishment highlights from this year are:

The anticipated opening of the Central Athletic Complex Ice Rinks – in the next two weeks, Construction beginning on the Cosley Zoo Animal Welcome Center, Our social media pages have hit almost 29,000 followers. This November staff worked to plant over 20,000 tulips and daffodils at various facilities for blooming in the spring. We received a 95% satisfaction rating for our facilities and programs

Based on this year's activity:

We offered over 1,260 early childhood, teen, adult, and senior programs. We hosted 61,000 event attendees and over 1.6 million visitors were welcomed into our facilities. Our events brought an estimated 7 million dollars in spending to the Wheaton economy. This year 80 weddings have been hosted at Arrowhead Golf Club

## **COMMUNITY INPUT**

None

## **CONSENT AGENDA**

- A. Approval of the Wheaton Park District Board of Commissioners Buildings and Grounds Subcommittee Meeting Minutes from November 9, 2016
- B. Approval of the Wheaton Park District Board of Commissioners Finance Subcommittee Meeting Minutes from November 9, 2016

- C. Approval of the November 9, 2016 Minutes from the Continued Public Hearing Concerning the Intent of the Board of Commissioners of the Wheaton Park District, DuPage County, Illinois to Adopt a Budget and Appropriation Ordinance for the Period Beginning January 1, 2017, and Ending December 31, 2017
- D. Approval of the Wheaton Park District Board of Commissioners Meeting Minutes from November 9, 2016
- E. Approval of the Accounts Payable for the Wheaton Park District for the Period Beginning November 9, 2016 and Ending December 6, 2016 in the Amount of \$1,126,121.08

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

Motion passed by roll call vote.

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

Nays: None

Abstain: None

Absent: Kelly

#### **UNFINISHED BUSINESS**

1. Ordinance No. 2016-07 – An Ordinance Making a Combined Annual Budget and Appropriation of Funds for the Wheaton Park District for the Fiscal Year Beginning January 1, 2017 and Ending December 31st 2017

Commissioner Morrill moved to approve Ordinance No. 2016-07 – An Ordinance Making a Combined Annual Budget and Appropriation of Funds for the Wheaton Park District for the Fiscal Year Beginning January 1, 2017 and Ending December 31st 2017 Seconded by Commissioner Vires. No discussion.

Motion passed by roll call vote.

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

Nays: None

Abstain: None

Absent: Kelly

2. Ordinance no. 2016-08 – An Ordinance Levying and Assessing the Taxes of the Wheaton Park District, DuPage County, Illinois For the Tax Year 2016

Commissioner Schobel moved to approve the redacted copy of Ordinance no. 2016-08 – An Ordinance Levying and Assessing the Taxes of the Wheaton Park District, DuPage County, Illinois For the Tax Year 2016. Seconded by Commissioner Vires.

Executive Director Benard stated there is a Scrivener's error on the written number in section one of the ordinance. The correct number is \$17,427.570. It will be corrected before it goes to the county to be filed.

Motion passed by roll call vote.

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

Nays: None  
Abstain: None  
Absent: Kelly

## **NEW BUSINESS**

1. Ordinance No. 2016-09 – An Ordinance Abating the Tax Hereto Levied for the Year 2016 to Pay the Principal of and Interest On \$9,000,000.00 taxable General Obligation Park Bonds (Alternate Revenue Source), Series 2010, of the Wheaton Park District, DuPage County, Illinois

Commissioner Mee moved to approve Ordinance No. 2016-09 – An Ordinance Abating the Tax Hereto Levied for the Year 2016 to Pay the Principal of and Interest On \$9,000,000.00 taxable General Obligation Park Bonds (Alternate Revenue Source), Series 2010, of the Wheaton Park District, DuPage County, Illinois. Seconded by Commissioner Morrill. No discussion.

Motion passed by roll call vote.

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

Nays: None

Abstain: None

Absent: Kelly

2. Approval of an Agreement for Consultant Services by and Between the Wheaton Park District and Vision 96, LLC. for Information Technology and Telecommunications Support through December 31, 2017 for no more than 30 hours per month at the following rates:
  - a. Principal Consultant - \$150/hr
  - b. Senior Consultant - \$100/hour
  - c. Consultant - \$85/hr
  - d. Associate Consultant – \$70 per hour
  - e. Data Input – \$25/hr

Commissioner Mee moved to approve an Agreement for Consultant Services by and Between the Wheaton Park District and Vision 96, LLC for Information Technology and Telecommunications Support through December 31, 2017 for no more than 30 hours per month at the following rates:

- f. Principal Consultant - \$150/hr
- g. Senior Consultant - \$100/hour
- h. Consultant - \$85/hr
- i. Associate Consultant – \$70 per hour
- j. Data Input – \$25/hr

Seconded by Commissioner Vires.

Executive Director Benard referred to the year in review report from Vision 96. He stated that the district has seen a significant cost savings in the telephone bills from working with Vision 96.

Motion passed by roll call vote.

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

Nays: None

Abstain: None

Absent: Kelly

3. Approval of a Change Order for the Fence Construction Project at Cosley Zoo with Classic Fence at a Cost not to Exceed \$1,500

Commissioner Vires moved to approve a Change Order for the Fence Construction Project at Cosley Zoo with Classic Fence at a Cost not to exceed \$1,500 Seconded by Commissioner Morrill. No discussion. Motion passed by voice vote.

4. Approval of a Professional Services Agreement with CAGE Engineering for Services Related to the Design and Construction of a "Rec & Roll" Site in an Unused Portion of the Central Athletic Complex on Behalf of the Western DuPage Special Recreation Association not to exceed \$14,400

Commissioner Frey moved to approve Approval of a Professional Services Agreement with CAGE Engineering for Services Related to the Design and Construction of a "Rec & Roll" Site in an Unused Portion of the Central Athletic Complex on Behalf of the Western DuPage Special Recreation Association not to exceed \$14,400. Seconded by Commissioner Morrill.

Motion passed by roll call vote.

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

Nays: None

Abstain: None

Absent: Kelly

5. Bid Results and Recommendation - Golf Course Chemicals and Fertilizer  
*See Attachment to Agenda for Recommended Vendors, Product Names and Costs per Unit*

Commissioner Schobel moved to approve Bid Results for Golf Course Chemicals and Fertilizer as presented on the agenda. Seconded by Commissioner Frey.

Commissioner Mee asked Golf Course Superintendent Kirtland how many changes in vendors we had. Kirtland replied we had two new ones.

Motion passed by roll call vote.

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

Nays: None

Abstain: None

Absent: Kelly

6. Approval to Create a New Full Time Position within the Parks and Planning Department for Agency Special Events Operations and Sign Production and Placement

Commissioner Morrill moved to table a New Full Time Position within the Parks and Planning Department for Agency Special Events Operations and Sign Production and Placement. Seconded by Commissioner Vires. Motion carried by voice vote

President Hodgkinson stated that this and the Outdoor Athletic Areas position will be discussed further at the Finance Subcommittee meeting in January.

7. Approval to Create a New Full Time Position within the Parks and Planning Department for Outdoor Athletic Areas Operations and Maintenance

Commissioner Morrill moved to table a New Full Time Position within the Parks and Planning Department for Outdoor Athletic Areas Operations and Maintenance. Seconded by Commissioner Mee. Motion carried by voice vote.

8. Approval of Amendment to Vehicle Use Policy for the Wheaton Park District

Commissioner Vires moved to approve the amendment to Vehicle Use Policy for the Wheaton Park District as presented. Seconded by Commissioner Morrill. Motion carried by voice vote.

9. Approval of Hours of Operation for the Arrowhead Golf Club Restaurant and Bar

Commissioner Mee moved to approve to close the bar as early as midnight on Friday and Saturday nights beginning January 1, 2017. Seconded by Commissioner Frey.

Commissioner Mee stated he liked that this leaves the option for staff to stay open if they think they should. Motion passed by voice vote.

10. Approval of a Three Month Extension (through March 2017) for a Lease of Real Property for Recreational Purposes – Bestler’s Pond 26W108 Tomahawk Drive Wheaton Illinois at a cost of \$625 per Month

Commissioner Vires moved to approve a three month extension (through March 2017) for a lease of real property for recreational purposes – Bestler’s Pond 26W108 Tomahawk Drive Wheaton Illinois at a cost of \$625 per Month Seconded by Commissioner Morrill.

Commissioner Hodgkinson asked if we are extending the lease to keep ice skating open on this pond. Executive Director Benard stated yes and to also give he and Karl Bestler time to negotiate a longer term lease. He and Karl also agreed on this so that if they can’t come to an agreement it will give the public time to adjust to the park district not maintaining the pond anymore. Motion passed by voice vote.

11. Approval of Expenses / Purchases over \$10,000 and Under \$25,000

- a. Crane Mats - Ice Resurfacing Machine Access at Central Athletic Complex at a cost of \$10,094.08
- b. Comforts of Home – Restroom Trailer for Central Athletic Complex at a cost of \$24,900

- c. Court Appointed Special Advocates – Partner Share of Net Proceeds for 2016 Brewfest Event at a cost of \$17,638.65

Commissioner Frey moved to approve the Expenses / Purchases over \$10,000 and under \$25,000. Seconded by Commissioner Mee.

- a. Crane Mats - Ice Resurfacing Machine Access at Central Athletic Complex at a cost of \$10,094.08
- b. Comforts of Home – Restroom Trailer for Central Athletic Complex at a cost of \$24,900
- c. Court Appointed Special Advocates – Partner Share of Net Proceeds for 2016 Brewfest Event at a cost of \$17,638.65

Motion passed by roll call vote.

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

Nays: None

Abstain: None

Absent: Kelly

- 12. Approval of Executive Director Vehicle Stipend of \$600 per month beginning January 1, 2017 Non-Contributory to Pension Calculations

Commissioner Morrill moved to approve of Executive Director Vehicle Stipend of \$600 per month beginning January 1, 2017 Non-Contributory to Pension Calculations. Seconded by Commissioner Vires. No discussion.

Motion passed by roll call vote.

Ayes: Vires, Morrill, Mee, Frey, Hodgkinson

Nays: Schobel

Abstain: None

### **REPORTS FROM STAFF**

Commissioner Vires commended staff on the Reindeer Run. Superintendent of Marketing Nemetz stated that they received \$36,000 in sponsorship and had 1154 runners.

President Hodgkinson asked what the Special Events team does to keep the Taste of Wheaton new and different each year. Nemetz replied that they hold a wrap up and opening meeting each year. They look at the sponsors, what went well, and conduct a cost analysis. They spent more money on entertainment this year because of past years feedback. The entertainment was a big success this year because of it.

Commissioner Frey commended staff on a great Special Events annual report. He was amazed at the total estimated economic impact to the community. Commissioner Mee asked if there are any events that we are not doing in 2017. Nemetz stated we are sticking to the same schedule. Nemetz stated that since they have changed Music Mondays to an adult theme instead of family entertainment we have seen an increase in participation. She also stated that although Shakespeare in the Park is not a large revenue builder because theatre is expensive to put on, we touch a lot of residents we wouldn't

normally touch. Mee commended staff on all of their hard work and effort that goes into these events. President Hodgkinson thought the Go Fund Me for Shakespeare in the Park was a good idea to raise additional revenue for the event.

Executive Director Benard stated The Wheaton Rams Cheerleading and Football programs concluded their 2016 season with tremendous success this year. The Cheerleading program, led by cheer board president Tracy Osborne and amazing group of board members, coaches and volunteer staff, lead their squads to qualify for the IRCA state championship competitions in early December. All squads that performed in the competition achieved their best performance ratings with the 4<sup>th</sup> grade squad lead by Jessica Mead and staff, winning runner-up in the competition.

The football program equally achieved incredible success this season against 29 programs from the Chicagoland area; all teams qualifying for the playoffs, eight teams making the semifinal round in the playoffs and our 8<sup>th</sup> grade gold team, led by Kyle Walker, and staff, winning the championship.

Benard thanked our players, parents and coaches for a fantastic season.

City of Wheaton Land/Cash Donation Ordinance for new residential Development: Benard stated he did an informal polling of the board on whether they want him to ask for land or cash from Pulte Builders for the Loretto property. He stated the board prefers him to ask for cash.

Commissioner Mee stated that he attended the holiday parties hosted by the baseball and softball boards. They asked him to extend to the staff and park board their gratitude for all that they do.

Commissioner Morrill welcomed Jamie Martinson to the district, and congratulated Rick Napier on his promotion. He also congratulated Karen Donisch on her upcoming retirement. He also stated that he is happy that Wheaton North and Wheaton Warrenville South will be hosting their post proms at the Community Center again this year. He commended staff on planting daffodils at Cosley Zoo.

## **ADJOURNMENT**

At 7:41 p.m., Commissioner Mee moved to adjourn the meeting. Commissioner Morrill seconded. Motion passed by voice vote.