



Wheaton Park District

Wheaton Park District Board of Commissioners Meeting Minutes

Wednesday December 15, 2021 5:00 p.m.

City of Wheaton Council Chambers 303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER –Vice President Kelly called the meeting to order at 5:00 p.m. Barrett, Kelly, Mee, Morrill and Vires were present.

President Frey was absent

PRESENTATIONS

None

COMMUNITY INPUT

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$203,023.27 for the period beginning November 10, 2021 and ending December 7, 2021
- B. Approval of the Disbursements totaling \$544,153.04 for the period beginning November 10, 2021 and ending December 7, 2021
- C. Approval of the Regular Meeting Minutes for November 17, 2021
- D. Approval of the Subcommittee Minutes for December 8, 2021
- E. Approval of the Closed Session Minutes for October 20, 2021
- F. Approval of the Closed Session Minutes for November 3, 2021

Commissioner Mee moved to approve the consent agenda as presented. Seconded by Commissioner Vires. No discussion.

Motion passed by roll call vote.

Ayes: Barrett, Kelly, Mee Morrill, Vires

Nays: None

Abstain: None

Absent: Frey

UNFINISHED BUSINESS

None

NEW BUSINESS

1. Baseball & Softball Uniforms and Equipment Bid Results and Recommendation –
Motion to Approve the Vendors, Quantities and Prices as Recommended by Staff

Listed at the end of this meeting agenda

Commissioner Mee moved to approve the Vendors, Quantities and Prices as Recommended by Staff *Listed at the end of this meeting agenda.* Commissioner Morrill seconded. No discussion

Motion passed by roll call vote.

Ayes: Barrett, Kelly, Mee Morrill, Vires

Nays: None

Abstain: None

Absent: Frey

2. Cosley Zoo Admission Fees – **Motion to Increase** the Non-Resident Adult Admission Fee by \$1.00 Per Guest Beginning January 1, 2022.

Commissioner Barrett moved to approve to Increase the Non-Resident Adult Admission Fee by \$1.00 Per Guest Beginning January 1, 2022. Commissioner Vires seconded.

Commissioner Mee stated that all residents are still free.

Motion passed by voice vote.

3. Vehicle Purchase for Cosley Zoo – **Motion to Approve** the Purchase a 2022 Ford Transit Connect Wagon XLT LWB Through the State of Illinois Purchasing Agreement Contract # 120716-NAF for \$29,730.60 to be Reimbursed by the Cosley Foundation

Commissioner Barrett moved to approve the Purchase a 2022 Ford Transit Connect Wagon XLT LWB Through the State of Illinois Purchasing Agreement Contract # 120716-NAF for \$29,730.60 to be Reimbursed by the Cosley Foundation. Commissioner Morrill seconded. No discussion.

Motion passed by roll call vote.

Ayes: Barrett, Kelly, Mee Morrill, Vires

Nays: None

Abstain: None

Absent: Frey

4. Maintenance and Monitoring Services for Facility Burglar Alarm, Fire Alarm, and Security Camera Systems
 - a. **Motion to Approve** a Contract with S&S Systems of America for Burglar Alarms and Security plus Alternate 2 in the amount of \$25,203.70 year one and the option to renew at \$7,560.00 per year in years two and three.
 - b. **Motion to Approve** a Contract with Reliable Fire and Security for fire alarms throughout the district and Arrowhead as well as burglar alarms and security at Arrowhead Golf Club in the amount of \$24,064.00 for the first year and the option to renew at \$17,376.00 in years two and three.

Commissioner Barrett moved to approve Maintenance and Monitoring Services for Facility Burglar Alarm, Fire Alarm, and Security Camera Systems

- a. Motion to Approve a Contract with S&S Systems of America for Burglar Alarms and Security plus Alternate 2 in the amount of \$25,203.70 year one and the option to renew at \$7,560.00 per year in years two and three.

Commissioner Mee seconded. No discussion.

Commissioner Vires to Approve a Contract with Reliable Fire and Security for fire alarms throughout the district and Arrowhead as well as burglar alarms and security at Arrowhead Golf Club in the amount of \$24,064.00 for the first year and the option to renew at \$17,376.00 in years two and three. Commissioner Morrill seconded. No discussion

Motion passed by roll call vote.

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

Nays: None

Abstain: None

Absent: Frey

5. Arrowhead Chemical Storage Building Project – **Motion to Approve** Change Order #3 from Integral Construction for \$1,332.

Commissioner Mee moved to approve Change Order #3 from Integral Construction for \$1,332. Seconded by Commissioner Barrett. No discussion.

Motion passed by voice vote.

6. **Motion to Approve** Beer and Wine Sales within the perimeter of the Central Athletic Complex Ice Rink Outdoor Area on Saturday, January 29 between 8A and 8P During the Rental by R33M Foundation.

Commissioner Mee moved to approve Beer and Wine Sales within the perimeter of the Central Athletic Complex Ice Rink Outdoor Area on Saturday, January 29 between 8A and 8P During the Rental by R33M Foundation. Commissioner Vires seconded.

No discussion. Motion passed by voice vote.

7. Ordinance 2021-07 – **Motion to Approve** Ordinance 2021-07 An Ordinance Approving the Terms and Authorizing the Execution of a Lease Agreement between the Wheaton Park District and Computer System Innovations, Inc. for the Lease of a Portion of the Wheaton Oaks Professional Building Located at 855 W. Prairie Avenue, Wheaton Illinois

Commissioner Barrett moved to approve Ordinance 2021-07 An Ordinance Approving the Terms and Authorizing the Execution of a Lease Agreement between the Wheaton Park District and Computer System Innovations, Inc. for the Lease of a Portion of the Wheaton Oaks Professional Building Located at 855 W. Prairie Avenue, Wheaton Illinois. Seconded by Commissioner Morrill. No discussion.

Motion passed by roll call vote.

Ayes: Barrett, Kelly, Mee Morrill, Vires

Nays: None

Abstain: None

Absent: Frey

8. Grant of Administrative Time Off Related to the COVID-19 Stay at Home Order – **Motion to Grant** up to 15 Days of Paid Administrative Time Off to all Current Full Time Employees that Used Sick, Vacation and Personal Benefit Time During the Shutdown of Operations Due to the COVID-19 Stay at Home Executive Order with the following conditions:
- a. Any unused Administrative Time Off will be forfeited upon departure from Employment with the Park District.
 - b. The Administrative Time Off must be used by December 31, 2023. Administrative Time Off not used by December 31, 2023 will be forfeited.
 - c. Administrative Time Off that is forfeited due to departure or expiration will not be paid to Employees.

Commissioner Mee moved to approve up to 15 Days of Paid Administrative Time Off to all Current Full Time Employees that Used Sick, Vacation and Personal Benefit Time During the Shutdown of Operations Due to the COVID-19 Stay at Home Executive Order with the following conditions:

- a. Any unused Administrative Time Off will be forfeited upon departure from Employment with the Park District.
- b. The Administrative Time Off must be used by December 31, 2023. Administrative Time Off not used by December 31, 2023 will be forfeited.
- c. Administrative Time Off that is forfeited due to departure or expiration will not be paid to Employees.

Seconded by Commissioner Morrill. No discussion.

Motion passed by voice vote.

REPORTS FROM STAFF

Commissioner Vires congratulated staff that received service awards last month. He congratulated Denise Dimpfl for thirty years of service. He wished the board, employees and tax payers Happy Holidays.

Commissioner Morrill stated that the awards ceremony was well done. He appreciates that the district congratulates both part time and full-time staff for their service. Morrill congratulated Athletic Manager Darrell Houston on receiving his CPRP. Morrill was pleased to see that Athletic Manager Mark Dolphin will be speaking at IPRA state conference. He likes that staff gets involved like this. He congratulated the aquatics department receiving the 2021 gold award from Ellis and Associates. He thanked Director of Marketing Wilhelmi for her ongoing work with putting out promotions for the park district.

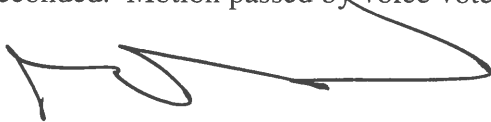
Commissioner Mee thanked the park district residents, staff and supporters and wished everyone a Merry Christmas. He thought the service awards were phenomenal and appreciates all our staff. He was impressed with Cosley's gross revenue increasing 49% over our 2019 numbers. He thanked all the people who supported the zoo over the last year. He was pleased with \$142,000 in tree sales. Blitzen's at Arrowhead was successful and selling more golf rounds in the past 20 years. He thanked Director of Marketing Wilhelmi for making the district look good through her marketing. Mee thanked Director of Recreation Beyer for holding a successful vaccination clinic for 5-11-year-old children. He also commended her on her front desk staff at the Community Center, they always do a great job. He was pleased with the 44% increase in winter registration. Beyer stated that that was in the first 24 hours!

Commissioner Barrett recognized a job well done by our staff. He stated that the service awards showed the loyalty and commitment that our staff has to the district. He continually hears from people how much they love the park district. He wished everyone a Merry Christmas and Happy New Year.

Commissioner Kelly also thanked staff and wished everyone a Merry Christmas.

ADJOURNMENT

At 5:19 p.m., Commissioner Vires moved to adjourn the meeting. Commissioner Morrill seconded. Motion passed by voice vote.

A handwritten signature in black ink, appearing to be a stylized name, possibly 'Morrill', written over the text of the adjournment.