

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday January 19, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER

President Morrill called the January 19, 2010 meeting of the Wheaton Park District Board of Commissioners to order at 7:00 pm.

Roll call was taken and the following Commissioners were Present: Barrett, Fieweger, Kelly, Luetkehans, Mee, Schobel and Morrill.

PRESENTATION

Recognition of Eagle Scout Joe Ascenzo (Troop 45). Executive Director Mike Benard presented Eagle Scout Joe Ascenzo with a certificate honoring him for his work designing and constructing a train table for the DuPage County Historical Museum. The Board congratulated and thanked Joe for his accomplishment and his contribution to the County Museum.

At 7:05 pm Commissioner Luetkehans moved to enter closed session for the purpose of discussing Purchase or Lease of Real Property, 5ILCS 120/2 (C)(5). Commissioner Fieweger seconded. A roll call vote was taken and the motion passed 7-0.

At 7:17 pm, the Park Board reconvened open session. Commissioner Luetkehans moved to instruct President Morrill to correspond with School District 200 to formally express interest in purchasing a portion of all of the former Hubble Middle School Property. Commissioner Schobel seconded. A roll call vote was taken and the motion passed 7-0. The letter is attached as part of the record.

COMMUNITY INPUT

There was no community input.

CONSENT AGENDA Commissioner Mee moved to approve the consent agenda as presented. Commissioner Luetkehans seconded. Motion carried unanimously by voice vote.

- A. Approval of the Special Meeting Minutes December 15 , 2010
- B. Acceptance of the Disbursements for the period December 8, 2010 through January 11, 2011.

UNFINISHED BUSINESS

- 1. Wheaton Park District Full Time Personnel Policies

Commissioner Luetkehans moved to approve the Wheaton Park District Full Time Personnel Policies. Commissioner Fieweger seconded. Motion carried unanimously by voice vote.

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2. Wheaton Park District Part Time and Seasonal Personnel Policies
Commissioner Mee moved to approve the Wheaton Park District Part Time and Seasonal Personnel Policies. Commissioner Fieweger seconded. Motion carried unanimously by voice vote.

3. Recommendation to fill vacant full time Assistant Golf Course Superintendent Position
Commissioner Luetkehans moved to approve the recommendation to fill the vacant full time Assistant Golf Course Superintendent Position for Arrowhead Golf Course. Commissioner Kelly seconded. Motion carried unanimously by voice vote.

4. Recommendation to fill vacant full time Recreation Supervisor position
Commissioner Fieweger moved to approve the recommendation to fill vacant full time Recreation Supervisor position. Commissioner Barrett seconded. Motion carried unanimously by voice vote.

NEW BUSINESS

1. Recommendation to conduct Independence Day 2011 activities on behalf of the City of Wheaton.

Commissioner Mee moved that the Wheaton Park District conduct the Independence Day 2011 activities on behalf of the City of Wheaton with the condition that the city pay the park district the \$30,000 typically budgeted by the city to cover related expenses. Commissioner Kelly seconded. Motion carried unanimously by voice vote.

2. Professional Services Agreement with Government Navigators Group.

Commissioner Luetkehans moved to approve the Professional Services Agreement with Government Navigators Group. Commissioner Fieweger seconded.

Discussion: Commissioner Luetkehans asked Executive Director Benard to provide some details concerning the value of this relationship. Benard stated that with the assistance provided by this firm, many hundreds of thousands of dollars in grants have been awarded to the Wheaton Park District. The value in real dollars has far exceeded the cost each year. The firm is also currently assisting the district in navigating the issues related to the route 56 expansion project. Motion carried by roll call vote. 7-0

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REPORTS FROM STAFF

1. 2010 Athletic Division Report

Discussion: Commissioner Fieweger complimented the Athletic Department on a job well done in 2010. Commissioner Mee agreed. President Morrill said that Hubble has been a big asset for the athletics department.

2. Park Speed Zone Survey Report

Discussion: Executive Director Benard along with Planner Rob Sperl said that residents near Kelly Park, Hawthorn Junction, WW Stevens Park, and Triangle Park would like the City of Wheaton to be petitioned to enact park speed zones. The Board determined to decide on a direction on this matter in March.

3. Wheaton Ale Fest June 18, 2011

Discussion: Executive Director Benard said that this will be a summer special event the Fathers Day weekend. It will be run via an agreement with an independent promoter.

4. 2011 Golf Fees

Discussion: Executive Director Benard stated that staff has recommended to not increase fees in 2011. Commissioner Mee stated that he thought the non-resident rates were higher than other golf courses and asked Bruce Stoller if we should consider lowering them. Bruce said no and that he believes the district will do better to make it more affordable for resident and nonresidents during non-peak times through effective discount promotions. Executive Director Benard agreed.

5. 2010-2015 Strategic Plan Update – Business Plans

Discussion: President Morrill commended staff on a job well done on the business plans. He thought that in future business plans staff should report on plans to solve or meet every threat to our business that is reported. He also thought that future trends should be included in business plans. Commissioner Luetkehans asked that the business plans be put back on the February agenda to give the commissioners more time to read them all.

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6. Special Facilities, Recreation, Marketing and Parks Reports - December 2010
Discussion: Commissioner Mee asked Mary Beth Cleary about the Refund Comparison Report and the YTD Increase by 36%. Mary Beth explained that The increase of refunds from Nov "09" to Nov "10" was due in part to patrons registering on the web that paid the entire amount of Camp No Name, Football and Cheerleading fees when only a deposit amount is required. Refunds totaled \$2,180. Travel Basketball refunds accounted for an additional \$1,405. The slight increase in refunds from Dec "09" to Dec "10" was due to supervisors cancelling winter programs scheduled to begin the 1st week of January in late December.
7. Finance Report - December 2010
Discussion: Commissioner Luetkehans inquired as to whether these figures included all of the year's activity or whether there are additional items to be included or taken out of these figures before they are final for the entire year. Staff explained that they are not final and that year-end adjustments still need to be recorded.

BOARD MEMBER INPUT/DISCUSSION

Commissioner: Luetkehans

Topic: Ice Skating at Seven Gables

Summary of Comments: Commissioner Luetkehans commended staff on how well they maintain the ice skating at Seven Gables as well as the other parks.

CLOSED SESSION

At 7:41 pm, Commissioner Luetkehans moved to enter closed session for the purpose of discussing Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees, 5ILCS 120/2 (c) (1) and the Approval, Review and Release of Closed Session Minutes, 5ILCS 120/2 (c) (21). Commissioner Fieweger seconded. Motion carried by roll call vote. 7-0

ADJOURNMENT At 8:10 pm, the Park Board reconvened open session. At that time, Commissioner Luetkehans moved to adjourn the meeting. Commissioner Schobel seconded. Motion carried by voice vote.

Respectfully Submitted

Michael Benard/DS, Secretary



Wheaton Park District

January 19, 2011

Mr. Andrew Johnson
President, Board of Education
School District 200
130 W. Park Avenue
Wheaton, Illinois 60189

Dear President Johnson:

On behalf of the Wheaton Park District Board of Commissioners, the purpose of this letter is to formally express interest in purchasing a portion or all of the former Hubble Middle School property from Wheaton Warrenville Unit District 200.

The Wheaton Park District is requesting the right to purchase a portion or all of the property at fair market value from the School District. If the School District is not interested in selling the property at this time, we are requesting a "first right of refusal" option to purchase a portion or all of the property from the School District at the same value as a bona fide offer from a third party.

As you know, through two intergovernmental agreements, the Park District currently operates much of the site, including approximately 12 acres of undevelopable flood plain and about 50,000 of the 250,000 square-foot building.

The community enjoyed tens of thousands of indoor and outdoor hours of competitive and recreational sports at the school's site in 2010. These facilities are important to sustain the Park District's current level of programs and services for the entire community. Selling the property to the Park District at fair market value would be a "win-win" for both of our organizations, and more importantly for all of our constituents.

We look forward to a dialogue and the opportunity to continue to serve the best interests of the entire community.

Sincerely,

Ray Morrill
President
Wheaton Park District

Copy: City Council and Manager
School Board and Superintendent

Board of Commissioners

William R. Barrett Steve Fieweger John Kelly Phillip A. Luetkehans Terry A. Mee Ray Morrill Mark Schobel

Executive Director
Michael Benard

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday February 16, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER

At 7:00 pm, President Ray Morrill called the February 16, 2010 meeting of the Wheaton Park District Board of Commissioners to order.

Roll call was taken and the following Commissioners were Present: Barrett, Fieweger, Kelly, Luetkehans, Mee, Schobel and Morrill.

COMMUNITY INPUT

Name: Bill Fowee
Address: 806 Gamon
Topic: Kelly Park Risk Assessment

Summary of Comments: Mr. Fowee spoke about the design plan for Kelly Park that was sent to the neighbors on Jan 13 2011. He commented that the restrooms would need safety handrails to be ADA compliant. He also asked that if the east restrooms were rotated 180 degrees it would reduce the noise for Margaret Irvington's home. Mr. Fowee suggested that the park district coordinate construction with the Sanitary District.

Name: Kim Vanderschaaf
Address: 155 W. Elm
Topic: Kelly Park & Hubble

Summary of Comments: Resident's written comments have been attached to the minutes. Ms. Vanderschaaf stressed the importance of working with residents at the beginning of a project like Hubble. She also suggested that the money that is allocated for Kelly Park be used towards the Hubble project instead. Commissioner Schobel disagreed with Ms. Vanderschaaf.

CONSENT AGENDA

Commissioner Kelly moved to approve the consent agenda as presented. Commissioner Fieweger seconded. Motion carried unanimously by voice vote.

- A. Approval of the Regular Meeting Minutes January 19, 2011
- B. Acceptance of the Disbursements for the period January 12, 2011 to February 8, 2011

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Wheaton Park District Board of Commissioners
Wednesday February 16, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

NEW BUSINESS

1. Cheerleading Uniform Bids - Results and Recommendation
Commissioner Fieweger moved to approve the Cheerleading Uniform Bids according to Staff recommendation. Commissioner Luetkehans seconded. Motion carried by roll call vote 7-0
2. Football Uniforms and Athletic Equipment Bids - Results and Recommendation
Commissioner Fieweger moved to approve the Football Uniforms and Athletic Equipment Bids according to Staff recommendation. Commissioner Barrett seconded. Motion carried by roll call vote 7-0
3. Banking RFP - Results and Recommendation
Commissioner Luetkehans moved to accept the Banking proposal from Wheaton Bank and Trust. Commissioner Mee seconded. Commissioner Luetkehans commended staff on doing a great job of lowering costs significantly. Commissioner Schobel said that he likes that we are doing business with a local bank. Motion carried by roll call vote 7-0.
4. Copier Lease Agreement RFP - Results and Recommendation

Executive Director Michael Benard asked to defer this issue to the March 2 Special Meeting. Commissioner Luetkehans made a motion to table the Copier Lease Agreement to the March 2 Special meeting. Commissioner Mee seconded. Motion carried unanimously by voice vote.
5. Natural Gas Contract Renewal
Commissioner Mee moved to approve the Natural Gas Contract Renewal. Commissioner Fieweger seconded. Motion carried by roll call vote 7-0

REPORTS FROM STAFF

1. 2010-2015 Strategic Plan Update – Business Plans
Discussion / Requests for Follow up:
President Morrill said that he will provide feedback to Executive Director Michael Benard about the Reports rather than spend meeting time. President Morrill thanked staff for their work on the business plans. President Morrill reiterated that he would like to see staff identify potential solutions to the operational challenges and threats that are identified in the plans. Commissioner Mee commended staff on the business plans.

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2. Special Facilities, Recreation, Marketing and Parks Reports - December 2010
Discussion / Requests for Follow up:

President Morrill commented that the mixer was exceptional this year.

Executive Director Michael Benard recognized the Parks and Arrowhead Golf Club teams for their outstanding efforts with the snow removal during the snow storm earlier in the month.

3. Finance Report - December 2010
Discussion / Requests for Follow up:

Finance Director Rita Trainor said that the 2010 audit will be ready for approval by the June Board meeting.

4. Annual Reports 2010/Recreation, Varied Interest Programs
Discussion / Requests for Follow up: None

5. Annual Reports 2010/Recreation, Early Childhood Programs
Discussion / Requests for Follow up:
Commissioner Mee told Megan Raitt that she did a great job on her report.

6. Annual Reports 2010/Special Facilities, Parks Plus Fitness
Discussion / Requests for Follow up:
Commissioner Mee asked why Parks Plus Fitness rates are higher than other park districts. Vanessa Peca stated that we haven't raised our rates since 2006. Commissioner Fieweger asked Vanessa to look at other fitness facilities other than park districts to see what rates they are charging. Vanessa Peca (Fitness Manager) said she will provide the Board with a report in March.

7. Annual Reports 2010/Special Facilities, DuPage County Historical Museum
Discussion / Requests for Follow up: None

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BOARD MEMBER INPUT/DISCUSSION

President Morrill called for a Special Meeting of the Board of Park Commissioners on March 2 at the Arrowhead Golf Club at 7:00 p.m.

CLOSED SESSION

At 7:24 p.m. Commissioner Luetkehans moved to enter closed session for the purpose of discussing the Purchase or Lease of Real Property, 5ILCS 120/2 (c) (5), Pending, probable or imminent litigation, 5ILCS 120/ 2 (c) (11) and Approval, Review and Release of Closed Session Minutes, 5ILCS 120/2 (c) (21) Commissioner Mee seconded. Motion carried by roll call vote 7-0.

ADJOURNMENT

At 8:35 pm, Commissioner Luetkehans moved to adjourn the meeting. Commissioner Schobel seconded. Motion carried unanimously by voice vote.

Respectfully Submitted

Kim VanderSchaaf
Public Comment 2/16/2011

I am here to talk about Kelly Park and the Hubble property.

What I hope can be learned from the events in the last year, is the importance of community involvement, not at the end of a process or project, after decisions have been made and handed down, but at the inception. Working with residents at the beginning is essential and should be a requirement. With this involvement, we can build community support and not end up with a situation like what is happening at Kelly Park. As evidenced by the large numbers of residents who have repeatedly and consistently spoken out against the changes planned by the park district, Kelly Park is lacking in public support. Had community residents been communicated with and involved at the start of the project, this situation may have played out differently.

As the park district proposes to purchase the Hubble property, community input and involvement is even more important. Rather than spending money on projects that lack community support such as Kelly Park, the park district should be saving money and shoring up the capital fund. Currently the capital fund is budgeted to fall to \$5.8MM at the end of 2011- sorely lacking in funds to purchase a property that was just appraised for \$10MM. The money the Park District wants to spend at Kelly Park is not insignificant and would help provide funding for purchase or development of the Hubble property.

At the end of the day, although the Park District claimed in its January letter to residents that it listened to concerns about Kelly Park, residents are not being heard. Robert Denney summed up the situation nicely at the November board mtg: 'just leave the park alone.'

Thank you.

MINUTES – SPECIAL MEETING
Wheaton Park District Board of Commissioners
Wednesday March 2, 2011 7:00 p.m.
Arrowhead Golf Club
26W151 Butterfield Road
Wheaton, Illinois

CALL TO ORDER

At 7:00 pm, President Ray Morrill called the March 2, 2011 Special Meeting of the Wheaton Park District Board of Commissioners to order.

Roll call was taken and the following Commissioners were Present: Barrett, Kelly, Luetkehans, Mee, Schobel and Morrill. Commissioner Fieweger was absent.

COMMUNITY INPUT

There was no community input.

UNFINISHED BUSINESS

1. Copier & Printer Lease and Maintenance Agreement RFP - Results and Contract Recommendation

Commissioner Luetkehans moved to approve a 60 month lease agreement for 9 canon copiers with Martin Whelan Office Solutions Inc. at an annual lease, meter and service cost of \$58,565.00 and an image over plan cost of \$.0055 cents for black and white and \$.055 cents for color. Commissioner Mee seconded. This new lease agreement will save the district \$33,000 annually compared to the 2007-2011 lease. Motion carried by roll call vote 6-0-1.

NEW BUSINESS

1. Northside Park Dredging Bids – Results and Contract Recommendation

Commissioner Luetkehans moved to approve the base bid and voluntary alternate 1 from Earthwerks for a total amount not to exceed of \$1,335,125 and to authorize the Executive Director to execute the related contract. Commissioner Barrett seconded. Commissioner Kelly commended all involved on a job well done. The project will be completed in 6 to 8 weeks with an approximate savings of \$500,000 compared to Engineers estimates. Motion carried by roll call vote 6-0-1.

CLOSED SESSION

- At 7:05, Commissioner Kelly moved to enter closed session for the purpose of discussing Purchase or Lease of Real Property, 5ILCS 120/2 (c) (5). Commissioner Barrett seconded.

MINUTES – SPECIAL MEETING
Wheaton Park District Board of Commissioners
Wednesday March 2, 2011 7:00 p.m.
Arrowhead Golf Club
26W151 Butterfield Road
Wheaton, Illinois

Discussion: Commissioner Mee requested that the closed session discussion also include personnel.

Commissioners Kelly and Barrett moved and seconded to amend their motion to include the include Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees, 5ILCS 120/2 (c) (1)

The motion to amend passed by voice vote. The amended motion passed by roll call vote 5-1-1 with Schobel voting Nay.

ADJOURNMENT

At 7:25, Commissioner Schobel moved to adjourn the meeting. Commissioner Kelly seconded. The motion passed by voice vote.

Respectfully Submitted

Michael Benard, Secretary

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday March 16, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER

President Morrill called the March 16, 2010 meeting of the Wheaton Park District Board of Commissioners to order at 7:00 pm. Roll call was taken and the following Commissioners were Present: Barrett, Fieweger, Kelly, Mee, Schobel and Morrill. Commissioner Luetkehans arrived at 7:15 p.m.

PRESENTATION

The Cosley Zoo team recently achieved National Accreditation from the American Zoological Association (AZA) in 2010. AZA Executive Director Chris Vehres formally recognized the Cosley Staff and the Park District for meeting and exceeding National standards for operations, animal care, education and conservation. Cosley Zoo is in the top 10% of licensed facilities by being AZA accredited. Cosley Zoo joins 212 other zoos out of 2,500 nationwide that meet AZA standards.

President Morrill called for **Community Input** and there was none.

CONSENT AGENDA

- A. Approval of the Regular Meeting Minutes February 16, 2011
- B. Approval of the Special Meeting Minutes March 2, 2011
- C. Acceptance of the Disbursements for the period February 9, 2011 to, March 8, 2011

Commissioner Mee moved to approve the consent agenda as presented. Commissioner Fieweger seconded.

Roll Call Vote: Barrett, Fieweger, Kelly, Mee, Schobel and Morrill. 6-0-1

NEW BUSINESS (Commissioner Luetkehans arrived at this point)

- 1. Professional Services Proposal with Christopher B. Burke Engineering, LTD for Construction Observation for the Northside Park Dredging Project.

Commissioner Kelly moved to approve the Professional Services Proposal with Christopher B. Burke Engineering, LTD for Construction Observation for the Northside Park Dredging Project, Not to exceed \$90,000. Commissioner Fieweger seconded.

Discussion: Commissioner Kelly, Chairman of the Buildings and Grounds Sub Committee, stated that he had reviewed this matter with Staff and it was believed that a full time engineer would not be needed to oversee the project. Commissioner Kelly believes that the engineer would only be needed between 32-40 hours per week rather than the 60 proposed by CBBEL. This will reduce engineering costs by approximately \$30,000.

Roll Call Vote: Barrett, Fieweger, Kelly, Mee, Schobel and Morrill. 7-0

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1. Proposal for the Extension of the Master Agreement with John Drake and Associates to Provide Computer Services, dated April 23, 2009 as well as Attachment A, Statement of Work Professional Services Agreement as well as the Terms and Conditions contained in both for a period of time up to and inclusive of December 31, 2011.

Commissioner Mee moved to approve the Proposal for the Extension of the Master Agreement with John Drake and Associates to Provide Computer Services, dated April 23, 2009 as well as Attachment A, Statement of Work Professional Services Agreement as well as the Terms and Conditions contained in both for a period of time up to and inclusive of December 31, 2011.

Commissioner Luetkehans seconded.

Executive Director Michael Benard reported that an RFP for IT services will be released in September or October, 2011.

Roll Call Vote: Barrett, Fieweger, Kelly, Luetkehans, Mee, Schobel and Morrill. 7-0

REPORTS FROM STAFF

1. Monthly Finance Report – February 2011
No comments
2. Monthly Operations and Service Reports – February 2011
Special Facilities, Recreation, Marketing, Parks and Planning
No Comments
3. Annual Operations Reports – 2010
 - a) Special Facilities – Arrowhead Golf Club
Commissioner Mee and Commissioner Schobel commended Staff on a great report and a great year.

BOARD MEMBER INPUT/DISCUSSION

President Morrill told the board to make sure they read the Access to Recreation report. John McGovern of Recreation Accessibility Consultants will be at the April or May meeting to answer any questions.

Executive Director Michael Benard state that the south course will be opening at Arrowhead tomorrow.

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Wheaton Park District Board of Commissioners
Wednesday March 16, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

CLOSED SESSION

- At 7:26 p.m., Commissioner Luetkehans moved to enter closed session for the purpose of discussing the Purchase or Lease of Real Property, 5ILCS 120/2 (c) (5) and Pending, probable or imminent litigation, 5ILCS 120/ 2 (c) (11)

Commissioner Mee seconded.

Roll Call Vote:

Barrett, Fieweger, Kelly, Luetkehans, Mee, Schobel and Morrill. 7-0

ADJOURNMENT

Upon rising from closed session, Commissioner Kelly moved to adjourn the meeting.
Commissioner Barrett seconded.

Voice vote carried unanimously.

Respectfully Submitted

Michael Benard, Secretary

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday April 20, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER

Vice President Mee called the April 20, 2010 meeting of the Wheaton Park District Board of Commissioners to order at 7:03 pm.

Roll call was taken and the following Commissioners were Present: Barrett, Kelly, Luetkehans, Mee. Commissioners Morrill, Fieweger and Schobel were absent.

PRESENTATION

Executive Director Michael Benard introduced Steve Glass our new Food and Beverage Director and Justin Kirtland our new Assistant Golf Course Superintendent. He welcomed them both to the Wheaton Park District.

COMMUNITY INPUT - NONE

CONSENT AGENDA Commissioner Luetkehans moved to approve the consent agenda as presented. Commissioner Kelly seconded. Motion carried by roll call vote.

Roll Call Vote: Barrett, Kelly, Luetkehans, Mee. 4-0-3

- A. Approval of the Meeting Minutes March 16 , 2011
- B. Acceptance of the Disbursements for the period March 9, 2011 to April 12, 2011

UNFINISHED BUSINESS

1. Amended Professional Services Agreement for Engineering Services (Surveying, Design and Permitting) approved July 21, 2010 - Phase 2 Northside Park Development with Christopher B. Burke Engineering Ltd.

Commissioner Luetkehans moved to authorize Executive Director Benard to execute the Amended Professional Services Agreement for Engineering Services (Surveying, Design, and Permitting) approved July 21, 2010 – Phase 2 Northside Park Development with Christopher B. Burke Engineering Ltd. at an additional cost of \$18,000. Commissioner Kelly seconded. Motion carried by roll call vote.

Roll Call Vote: Barrett, Kelly, Luetkehans, Mee. 4-0-3

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday April 20, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

2. Illinois Clean Energy Community Foundation Photovoltaic (Solar) Grant

The Board gave consensus approval for staff to request a grant extension with the Illinois Clean Energy Community Foundation and issuing an RFP for design and installation of Building Integrated Photovoltaic's at the Community Center.

NEW BUSINESS

1. Golf Course Chemical Bids and Recommendation

Commissioner Luetkehans moved to approve the bid of Chicagoland Turf of Addison Illinois for the purchase of golf course chemicals.

Commissioner Kelly seconded. Motion carried by roll call vote.

Roll Call Vote: Barrett, Kelly, Luetkehans, Mee. 4-0-3

2. Ordinance No. 2011-01 Providing for the Annexation of property located at 2 S 725 Cree Lane

Commissioner Luetkehans moved to approve the Ordinance No. 2011-01 providing for the Annexation of property located at 2 S 725 Cree Lane. Commissioner Kelly seconded.

Commissioner Luetkehans asked if this was a voluntary annexation. Executive Director Michael Benard answered yes. Motion carried by roll call vote.

Roll Call Vote: Barrett, Kelly, Luetkehans, Mee. 4-0-3

3. Bobcat Exhibit Design Proposals Recommendation

Commissioner Kelly moved to authorize staff to approve the proposal from Williams Architects to complete design development and construction documents for the Bobcat Exhibit in the amount of \$9,400 and construction document and bidding services in a not to exceed amount of \$28,850. Commissioner Luetkehans seconded.

Motion carried by roll call vote.

Roll Call Vote: Barrett, Kelly, Luetkehans, Mee. 4-0-3

4. Briar Patch Playground Equipment Bids Recommendation

Commissioner Luetkehans moved to accept the bids from NuToys for 5-12 year old structure and swings in the amount of \$47,474, Parkreation for 2-5 year old structure in

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City of Wheaton Council Chambers
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the amount of \$18,000 and for miscellaneous equipment to fit theme not to exceed \$12,000. Commissioner Kelly seconded. Motion carried by roll call vote.

Roll Call Vote: Barrett, Kelly, Luetkehans, Mee. 4-0-3

Discussion: President Luetkehans asked if the roughly \$82,000 remaining in the project budget will be enough for us to complete the job. Rob Sperl said yes.

REPORTS FROM STAFF

1. Cosley Zoo 2010 Annual Report
Executive Director Michael Benard commended Sue Wahlgren on a job well done in 2010. The Board agreed.
2. 2010-2015 Strategic Plan – Business Plans SWOT analysis update
Executive Director Michael Benard told the board that they were provided with this update in response to President Morrill's request to include potential solutions to identified threats and challenges. Commissioner Luetkehans asked for follow up on the concept of opening a daycare for golfers and diners and stated that it would be a good idea to create a play area for kids in the indoor lesson area adjacent to the locker rooms. Vice President Mee noticed that Arrowhead sales staff listed challenges of spending a lot of time doing administrative work instead of selling. Director of Special Facilities stated that many of the clerical duties have already been assigned to support staff.
3. Special Facilities, Recreation, Marketing and Parks Reports – March 2011
No comments
4. Finance Report – March 2011
Commissioner Luetkehans asked Finance Director Rita Trainor to verify that operating revenue was approximately two million higher than this time last year. The figure was verified.

BOARD MEMBER INPUT/DISCUSSION

Commissioner Luetkehans

Topic: Northside Park

Summary of Comments: Commissioner Luetkehans updated the Board about a potential small change order related to soil conditions in the lagoon. The board had

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previously voted to authorize Executive Director Benard to approve change orders up to \$50,000 with Sub Committee concurrence.

CLOSED SESSION

At 7:27 p.m. Commissioner Luetkehans moved to enter closed session for the purpose of discussing Purchase or Lease of Real Property, 5ILCS 120/2 (c) (5) and Pending, probable or imminent litigation, 5ILCS 120/ 2 (c) (11) Commissioner Barrett seconded. Motion carried by roll call vote.

Roll Call Vote: Barrett, Kelly, Luetkehans, Mee. 4-0-3

ADJOURNMENT

At 9:15 p.m., Commissioner Luetkehans moved to adjourn the meeting. Commissioner Kelly seconded. Motion carried by voice vote.

Respectfully Submitted

Michael Benard, Secretary

Wheaton Park District Board of Commissioners
MINUTES SPECIAL MEETING
May 16, 2011 6:30 p.m.
Arrowhead Golf Club – Clock Tower Room 26W151 Butterfield Road
Wheaton, Illinois

CALL TO ORDER – ROLL CALL

President Morrill called the meeting to order at 6:30 p.m. and the following Commissioners were present:

Kelly, Fieweger, Schobel, Morrill and Commissioner-Elect VanderSchaaf

Commissioners Luetkehans, Barrett and Mee were absent.

Although Not on the Agenda, President Morrill allowed those in attendance to provide public comment. Resident Bill Fowee spoke briefly. His comments are attached as part of the record at his request.

NEW BUSINESS

Swearing in of new and re-elected Commissioners

Kim VanderSchaaf and Ray Morrill were sworn in as Park Commissioners by Secretary Benard

CLOSED SESSION

At 6:42 p.m. Commissioner Fieweger moved to enter executive session for the purpose of discussing: the Purchase or Lease of Real Property, 5 ILCS 120/2 (c)(5) and Pending, probable or imminent litigation, 5ILCS 120/ 2 (c)(11). Commissioner Kelly seconded. Motion carried by roll call vote 5-0-2.

RECONVENE IN OPEN SESSION

The Board reconvened in open session at 7:20 p.m.

POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

1. Commissioner Schobel made a motion to adopt Ordinance 2011-03 – An Ordinance declaring it necessary or convenient for the Wheaton Park District to use, occupy or improve certain real property owned by the Board of Education of Wheaton Warrenville Community Unit School District No. 200 for public park and recreation purposes. Commissioner Fieweger seconded.

Under Discussion: Commissioner VanderSchaaf expressed concern that she has not had enough time to review the information.

Wheaton Park District Board of Commissioners
MINUTES SPECIAL MEETING
May 16, 2011 6:30 p.m.
Arrowhead Golf Club – Clock Tower Room 26W151 Butterfield Road
Wheaton, Illinois

VanderSchaaf expressed concern that the district will not have enough money in the future for pool renovations if this expenditure is made now.

Vander Schaaf made a motion to postpone the action on Ordinance 2011-03 until June. The motion failed to receive a second.

The original motion to adopt Ordinance 2011-03 passed via roll call vote.

Ayes: Morrill, Kelly, Fieweger and Schobel

Nay: VanderSchaaf

Absent: Luetkehans and Mee

2. Commissioner Fieweger moved to approve a Letter of Intent between the Wheaton Park District and Bradford Equities LLC. Commissioner Schobel seconded.

Under Discussion: Commissioner VanderSchaff expressed concern that she has not had enough time to review the information.

The motion passed via roll call vote.

Ayes: Morrill, Kelly, Fieweger and Schobel

Nay: VanderSchaaf

Absent: Luetkehans and Mee

ADJOURNMENT

At 7:28 pm, Commissioner Kelly moved to adjourn. Commissioner Schobel seconded. Motion carried by voice vote.

Respectfully Submitted



Michael Benard, Secretary

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday May 18, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER

President Morrill called the May 18, 2011 meeting of the Wheaton Park District Board of Commissioners to order at 7:21 p.m.

Roll call was taken and the following Commissioners were Present: Mee, Schobel, VanderSchaaf and Morrill.

PRESENTATIONS

1. Recognition of the Western DuPage Special Recreation Association Windy City

Warriors Wheelchair Basketball Team – 6th IHSA State Title
The Windy City Warriors won the championship game on March 12 and traveled to Denver, Colorado to compete in the varsity bracket of the national tournament April 7 through 10, where they placed 8th overall out of 32 teams.

2. Taste of Wheaton

Rick Ericson from the Wheaton Chamber of Commerce thanked the Wheaton Park District for all of their hard work in coordinating the Taste of Wheaton. The Taste of Wheaton Committee has scheduled many of Wheaton's Restaurants and businesses to be present at the Taste. Mr. Ericson believes this year will be the best yet.

3. Rice Waterpark and Northside Pool

Tom Grace Northside Park Aquatics Manager stated that the 2011 season will start Memorial Day weekend. The Wheaton Park District staff has been training lifeguards and pool staff for several weeks already. They are looking forward to a wonderful and hopefully hot summer!

COMMUNITY INPUT

William King
1958 Sherwood Place
FOIA on Website

Mr. King stated that the Wheaton Park District can improve the FOIA (Freedom of Information Act) section of the website. He said that the DuPage County Forest Preserve has an excellent site for FOIA requests. Executive Director Benard was asked to follow up with Mr. King.

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday May 18, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

CONSENT AGENDA Commissioner Mee moved to approve the consent agenda as amended to reflect who seconded item number one under new business in the April 20, 2011 minutes. Commissioner Schobel seconded.

Roll Call Vote: Mee, Schobel, VanderSchaaf, Morrill 4-0-3

- A. Approval of the Meeting Minutes April 20, 2011
- B. Acceptance of the Disbursements for the period April 13, 2011 to April 30, 2011
- C. Acceptance of the Disbursements for the period May 1, 2011 to May 10, 2011

UNFINISHED BUSINESS

- 1. Swearing in of New and Re-elected Commissioners

Commissioner Mee was sworn in for another four year term. Executive Director Benard acknowledged that Commissioner VanderSchaaf and President Morrill were both sworn in to a four year term at the Special Meeting on Monday May 16, 2011. Executive Director Benard congratulated all three.

- 2. Recognition of Bill Barrett – Wheaton Park District Commissioner 2007-2011

Commissioner Barrett was not available at the meeting. President Morrill said that we will recognize Bill at a future meeting. He thanked Bill for his four years of service to the park district.

NEW BUSINESS

- 1. Election of Officers

Commissioner Mee moved to postpone the Election of Officers to the June 15, 2011 meeting since Commissioner Luetkehans, Commissioner Fieweger and Commissioner Kelly were not present at this meeting. Commissioner Schobel seconded.

Roll Call Vote: Mee, Schobel, VanderSchaaf, Morrill 4-0-3

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday May 18, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

2. Identity Protection Policy

Commissioner Mee moved to approve the Ordinance No. 2011-02. An Ordinance approving an Identity Protection Policy. Commissioner Schobel seconded.

Legal Counsel from Tressler, Steve Adams gave a brief explanation of the ordinance. Commissioner VanderSchaaf asked what would qualify as an administrative purpose as outlined in section C item number 4 under Prohibited Activities. Mr. Adams said that would be anything other than payroll, or for I-9 compliance. He stated that companies are trying to use other identifiers for staff other than their social security numbers. Mr. Adams said that all employees who handle social security numbers have to be trained and must have access to this Ordinance. Commissioner Schobel expressed concern that the park district should have any files with applicants or staff member's personal information on it in a locked room that only certain people have access to and they must sign in and out. He also wanted to know if the application process is secure to protect applicants. Executive Director Benard said that staff will provide a report on the application process. This report will be available in an upcoming Weekly report to the Commissioners. Commissioner Schobel said that was fine.

Roll Call Vote: Mee, Schobel, VanderSchaaf, Morrill 4-0-3

REPORTS FROM STAFF

1. Executive Director
No Discussion

2. Special Facilities, Recreation, Marketing and Parks Reports – April 2011
Commissioner VanderSchaaf said that she has talked to Andy Bendy Director of Special Facilities about meeting with her to discuss the Cosley Report in detail. Commissioner Mee congratulated Mary Beth Cleary on the increase in Community Center rentals and on the two post prom events. Commissioner Mee also congratulated Andy Bendy on the free golf clinics this spring. He thought they were excellent. Commissioner Mee congratulated Margie on a job well done for the Kite Event and the Green Team for the increase in paper collections

3. Finance Report – April 2011
No discussion.

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday May 18, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

BOARD MEMBER INPUT/DISCUSSION

None

CLOSED SESSION

At 7:46 p.m. Commissioner Mee moved to enter closed session for the purpose of discussing Purchase or Lease of Real Property, 5ILCS 120/2 (c) (5) . Commissioner Schobel seconded. Motion carried by roll call vote.

Roll Call Vote: Mee, Schobel, VanderSchaaf, Morrill 4-0-3

POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

At 8:33 pm, the Board reconvened Open Session. There were no changes in attendance.

Commissioner Mee moved to approve a real estate purchase and sale agreement for the former Hubble Middle School property from Community Unit School District 200 for the sum of \$2,000,000.00 and direct President Morrill and Secretary Benard to execute the agreement following final attorney review. Commissioner Schobel seconded.

Discussion: Commissioner VanderSchaaf stated that she wanted to reiterate that she has concerns about this action. She stated that she has reviewed all information that is available to the public but the Board has had discussions in closed session on this topic that she has not been privy to. She stated that as a new commissioner, she needs to review the closed session audio in order to make an informed decision. She stated that her request for the audio recordings of the closed meetings related to Hubble was denied originally. She stated further that the Board has since agreed to provide the audio for the meetings at which Hubble was discussed but she has not received them yet and therefore cannot support this proposal at this time.

Commissioner Schobel stated that he understands Commissioner VanderSchaaf's dissatisfaction but the Board has the fiduciary responsibility to protect services and that is the action contemplated this evening.

Commissioner Mee stated that his understanding was that the original request made was not denied.

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday May 18, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

President Morrill called the question.

Motion Carried by Roll Call Vote 3-1-3: Ayes – Mee, Schobel and Morrill
 Nays – VanderSchaaf

ADJOURNMENT

At 8:36 p.m., Commissioner Mee moved to adjourn the meeting. Commissioner Schobel seconded. Motion carried.

Respectfully Submitted

Michael Benard, Secretary

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday June 15, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER

President Morrill called the June 15, 2011 meeting of the Wheaton Park District Board of Commissioners to order at 7:03 p.m.

Roll call was taken and the following Commissioners were Present: Fieweger, Kelly, Luetkehans (arrived at 7:08 p.m.), Mee, Schobel (arrived at 8:10 p.m.), VanderSchaaf and Morrill.

PRESENTATIONS

1. Americans With Disabilities Act Transition Plan – Recreation Accessibility Consultants, John N. McGovern, President

John McGovern provided a brief presentation on the Transition Plan and stated that the Wheaton Park District has always been a leader in the industry in advance compliance with ADA requirements. President Morrill asked about follow up. Benard stated that the Parks and Planning Department would establish a 5 year program for addressing the items in the Plan and that schedule would become part of the 2010-2015 Master Plan via Board action and that progress would be reported quarterly.

2. Sensory Garden Playground Development Partnership Concept – Rob Sperl (Wheaton Park District) , Cindy Keck (Wheaton Kiwanis) and Jane Hodgkinson (Western DuPage Special Recreation Association)

Rob Sperl gave a presentation on the Sensory Garden Playground Partnership Concept. The Board was supportive of the concept.

3. Introduction of New Executive Director of the Western DuPage Special Recreation Association, Sandy Gbur.

Jane Hodgkinson introduced Sandy Gbur the new Executive Director of the Western DuPage Special Recreation Association. The Board welcomed Ms. Gbur and wished Jane well in her retirement.

4. Board Recognition of Eagle Scout Kevin Seaman.

For his Eagle Scout service project, Kevin created a native landscape design for the Boy Scout Cabin at Northside Park. He acquired many of the trees and shrubs necessary for the plan and enlisted volunteers to help install the plantings. In addition, he designed and built bird boxes that are located adjacent to the cabin.

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday June 15, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

These improvements will enhance the natural look of the park and benefit the wildlife for many years. The Board thanked Kevin and congratulated him on a job well done and achieving Eagle Scout,

5. Independence Day Parade and Fireworks

Sherry Krajelis from the Special Facilities Department reported on upcoming Independence Day activities. The fireworks and related family activities will be on July 3rd in Graf Park / County Fairgrounds and the parade will begin at 10:00 a.m. on July 4th.

6. Summer Entertainment Series

Linda Dolan from the Park District Leisure Center gave a brief overview of the Summer Entertainment Series which takes place Monday nights at 7:30 p.m. at Memorial Park from June 27 thru August 8.

7. New Staff Introductions

Executive Director Mike Benard introduced Cristin Handlon Recreation Supervisor, Will Thrasher Recreation Department Summer Intern and Alyssa Rovanseck Recreation Department Summer Intern. Mike welcomed all three to the Wheaton Park District.

COMMUNITY INPUT

None

CONSENT AGENDA Executive Director Benard stated that the May 16th Special Meeting Minutes would be pulled from the Consent Agenda and reported an amendment to the May 18th minutes. Commissioner Mee moved to approve the consent agenda as amended. Commissioner Fieweger seconded. The motion was passed by voice vote.

- A. *Approval of the Special Meeting Minutes of May 16, 2011 – Not Acted Upon*
- B. Approval of the Regular Meeting Minutes May 18, 2011
- C. Acceptance of the Disbursements for the period May 11, 2011 through June 7, 2011

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday June 15, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

UNFINISHED BUSINESS

1. Swearing in of Commissioner Phillip A. Luetkehans

Commissioner Luetkehans was sworn in for another four year term by Board Secretary Mike Benard.

2. Election of Officers

Commissioner Fieweger moved that the following Officers be approved: Ray Morrill President, Terry Mee Vice President, Mike Benard Secretary, Rita Trainor Treasurer. Commissioner Luetkehans seconded.

Roll Call Vote: Fieweger, Kelly, Luetkehans, Mee, VanderSchaaf, Morrill 6-0-1

NEW BUSINESS

1. Wheaton Park District Comprehensive Annual Financial Report for the Fiscal Period Ended December 31, 2010.

Commissioner Luetkehans moved to approve the Wheaton Park District Comprehensive Annual Financial Report for the Fiscal Period Ended December 31, 2010
Commissioner Kelly seconded.

Under Discussion: Commissioner VanderSchaaf commented on the District's long term debt amounts.

Roll Call Vote: Fieweger, Kelly, Luetkehans, Mee, VanderSchaaf, Morrill 6-0-1

2. Amendments to Wheaton Park District Policies Governing Financial Operations

Commissioner Luetkehans moved to approve the Amendments to Wheaton Park District Policies Governing Financial Operations Commissioner Kelly seconded.

Under Discussion: Commissioner VanderSchaaf stated that she wanted to postpone the vote on the Finance Policies so she could have more to review them and make suggested amendments. Benard stated that if it pleased the Board, the policies could be approved at this meeting in their current state and amended if need be at a future meeting. The Board agreed.

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday June 15, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

Roll Call Vote: Fieweger, Kelly, Luetkehans, Mee, VanderSchaaf, Morrill 6-0-1

3. Review of Fiscal Year 2012 Budget Development Calendar

Commissioner Luetkehans asked that the December 21, 2011 Regular Board Meeting be moved to December 14, 2011 due to the holidays. Commissioner VanderSchaaf wanted to know if the Budget is put on display for the public to see. Benard reported that state statute dictates a 30 day public inspection prior to Board final action. The budget is typically put on display on the agency website, at the Library and at District Facilities.

There was Board consensus on the December 21 meeting being changed to December 14 and Directed Benard to make the change and re post the annual meeting schedule.

4. Briar Patch Playground Unitary Surface Bids

Commissioner Luetkehans moved to approve that the Wheaton Park District Board of Commissioners accept the bids from Total Surface in the amount of \$65,088 to perform the installation of bonded rubber unitary playground safety surfacing material at Briar Patch playground. Commissioner Kelly seconded.

Roll Call Vote: Fieweger, Kelly, Luetkehans, Mee, VanderSchaaf, Morrill 6-0-1

5. Outdoor Athletic Fields Usage Policy and Fee Schedule Amendments

Commissioner Mee moved to approve the Outdoor Athletic Fields Usage Policy and Fee Schedule Amendments as presented. Commissioner Fieweger seconded.

Under Discussion: Commissioner Kelly stated that he thought \$55 an hour for fields with lights was a little high. Athletic Director Brad Keene reported that the price comparable to other local park districts. Commissioner VanderSchaaf asked if Staff patrols the fields to make sure they are policies are being enforced. Brad said yes. Motion carried by roll call vote.

Roll Call Vote: Fieweger, Kelly, Luetkehans, Mee, VanderSchaaf, Morrill 6-0-1

REPORTS FROM STAFF

1. Northside Park Development Update – Rob Sperl

This update was incorporated into the Strategic Plan update.

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday June 15, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

2. Wheaton Park District Strategic Plan 2010-2015 – Board Update for Second Quarter 2011

After the update was presented by members of the Leadership Team, Commissioner VanderSchaaf asked Rob Sperl to send her the bike path plan. Commissioner VanderSchaaf asked if staff was required to volunteer for certain charitable activities. Executive Director Benard said no. Commissioner Luetkehans asked that the confusing wording related to volunteerism be removed.

3. Summer Camp Report

Commissioner VanderSchaaf complimented Camps and Early Childhood Program Manager Megan Raitt on her report. There was some dialogue on the minimum wage changes over time. Commissioner Mee thought that allowing non campers to go on field trips was a good idea. Commissioner Mee and President Morrill also commended Megan on her report.

4. Executive Director

Commissioner Mee made positive comments on the Fund Raising Report. Executive Director Benard reviewed that fund development success has improved over last year and complimented Director of Marketing and Fund Development Director Margi Wilhelmi and her team.

5. Special Facilities, Recreation, Marketing and Parks Reports – May 2011

There were no questions or comments from the Board.

6. Finance Report – May 2011

Commissioner VanderSchaaf asked about the negative fund balance reported in the target analysis for Cosley Zoo. Executive Director Benard stated that the analysis is a snapshot of five months of a twelve month cycle and that the six month analysis in July will show a decreased fund deficit due largely to property tax receipts arriving in June and nonresident adult fee collection. Benard reported that he expects the zoo to break even in 2011 and eliminate the fund balance deficit by 2014 or 2015.

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday June 15, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

BOARD MEMBER INPUT/DISCUSSION

Commissioner VanderSchaaf

Topic: Informal monthly meetings with Residents.

Commissioner VanderSchaaf stated that she thought it would be appropriate to have informal monthly meetings with Residents similar to the Coffee with Council that the City hosts. President Morrill asked if Commissioner VanderSchaaf if she would like to chair a Community Outreach Board Sub Committee. She agreed. President Morrill asked Commissioner Mee if he would like to Co-Chair. Commissioner Mee agreed and stated that he would talk to Commissioner VanderSchaaf about getting it started.

Topic: Commissioner's use of Park District Email Address, Business Cards and Name Tags
Commissioner VanderSchaaf stated that she believed her use of a park district email address, business cards and a name tag would improve the image, visibility and responsiveness of the Park Board and thanked staff for providing them upon her request.

Commissioner Luetkehans commented that his choice to use contact information for his firm and his home has not impeded the public's access to him or his to the public. He also stated that if a commissioner chooses to use a Wheaton Park District email address they should exercise caution to only use it for park district business and that non park district use of such an address would be contrary to the law. He also stated that the Park Commissioners can also easily be reached at commissioners@wheatonparkdistrict.org which is accessible on the agency web site.

Commissioner Mee

Topic: Taste of Wheaton

Commissioner Mee stated that the Taste of Wheaton was very successful and thanked Staff for their hard work. He enjoyed volunteering at the Run and at the Event in Memorial Park.

President Morrill

Topic: Board Requests of Staff

President Morrill reminded the Board that it is not appropriate for Commissioners to give individual direction to Staff concerning day to day business. Morrill stated further that it is appropriate to seek consensus or majority vote from the entire Board during regularly scheduled park board meetings on matters related to policy development or providing direction to the Executive Director. It was determined that a commissioner request for a change in monthly financial reporting be placed on the July Agenda.

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday June 15, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

ADJOURNMENT

At 8:30 p.m., Commissioner Luetkehans moved to adjourn the meeting. Commissioner Mee seconded. Motion carried by voice vote.

Respectfully Submitted

Michael Benard, Secretary

MINUTES – WORKSHOP MEETING
Wheaton Park District Board of Commissioners
Wednesday July 20, 2011 6:30 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street
Wheaton, Illinois

CALL TO ORDER

President Morrill called the July 20, 2011 Workshop meeting of the Wheaton Park District Board of Commissioners to order at 6:36 pm.

Roll call was taken and the following Commissioners were Present: Fieweger, Kelly, Mee, Morrill and VanderSchaaf.

PRESENTATION

Park District Attorney Steve Adams (SA) of Tressler LLP gave a presentation overview of the Open Meetings Act and provided a handout to all commissioners entitled “Elected Officials guide to the Open Meetings Act.” It was suggested that in the interest of time, additional Board member questions be forwarded to Executive Director Benard who would then pass them on to counsel for response.

Board Member Questions concerning the OMA

1. Morrill - Is it legal for the President to send an email to all Board members (inclusive) to remind them of a date and time of a meeting? SA - Yes
2. Morrill – Is it legal for the President to send an email to all Board members (inclusive) to ask for comments related to the Executive Director’s evaluation if he asks for individual responses? SA – Yes
3. VanderSchaaf – If I forward individual emails from individual Board members to the whole board, is it a violation? SA – Depends on situation and content of email
4. VanderSchaaf – Can staff send an email to all board members? SA – Yes
5. Morrill – Can the Board give consensus direction to staff concerning strategy in closed session? SA – yes

At around this point Commissioners Luetkehans and Schobel arrived within a few minutes of each other – approximate time 6:55 p.m.

6. Morrill – Does an informational park and facility tour for commissioners need to be noticed up as though it were a public meeting? SA – No / Adams suggested that on such a tour, the board take notes and forward them to the Director for discussion at a future meeting of the Board. This answer was outlined in writing previously to the Board by Tressler.
7. VanderSchaaf – Asked if Adams meant that the Board should be silent on a park tour?

MINUTES – WORKSHOP MEETING
Wheaton Park District Board of Commissioners
Wednesday July 20, 2011 6:30 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street
Wheaton, Illinois

8. Luetkehans stated that the intent was for the Board to ask questions during the tour. The intent was not for the members to discuss possible future actions of the Board during such a tour.
SA - agreed

ADJOURNMENT

At 7:05 p.m., Commissioner Luetkehans moved to adjourn the workshop meeting. Commissioner Fieweger seconded. Motion carried by voice vote with VanderSchaaf voicing against

Respectfully Submitted

Michael Benard, Secretary

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday July 20, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER

President Morrill called the July 20, 2011 meeting of the Wheaton Park District Board of Commissioners to order at 7:06 pm.

Roll call was taken and the following Commissioners were Present: Fieweger, Kelly, Luetkehans, Mee, Schobel, Morrill and VanderSchaaf.

PRESENTATION

1. Board Recognition of Eagle Scout Zach Ewoldt

Zach organized several dozen volunteers to plant over 1,000 native plants, trees and shrubs along a nature trail at the Lincoln Marsh. The trail is used to educate many children about the benefits of the natural environment. This project will help to restore the ecology of the area by increasing biodiversity.

2. Staff PSA's - Safety City and Arrowhead Restaurant

Barbara Bach the Safety City/Toohey Park Coordinator announced the Back to School Event at Safety City and Open House at Toohey Park on Saturday August 27 from 10:00 a.m to 12:00 p.m.

Arrowhead Restaurant Manager Bob Flood reported that 26 new Craft Beers are on the menu. Arrowhead is offering entertainment Thursday through Sundays. Commissioner Schobel asked if the heat had an impact on the restaurant. Bob said that the patio has been less crowded due to the heat but that most people have just moved inside.

COMMUNITY INPUT

Name: William King

Address: 1958 Sherwood Place

Topic: Hubble

Summary of Comments: Mr. King asked what the Park District would do with money that it would be saving since the Hubble property was sold to another party.

Commissioner Luetkehans stated that the Park District is working with the Developer that is purchasing Hubble. He stated further that park district operating and capital budgets for 2012 and beyond will be discussed in a public forum as the law requires as part of the budget and appropriation development process.

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday July 20, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

CONSENT AGENDA

Commissioner Luetkehans moved to approve the consent agenda items b and c only.
Commissioner Fieweger seconded. Discussion: Benard reported two corrections to the minutes from June 15, 2011. The Motion and Second was amended accordingly.
Motion carried by voice vote with Schobel abstaining.

- a. Approval of the Special Meeting Minutes of May 16, 2011
- b. Approval of the Regular Meeting Minutes of June 15, 2011
- c. Acceptance of the Disbursements for the period June 8 through July 12, 2011

UNFINISHED BUSINESS

1. Monthly Disbursements Report Format

Commissioner VanderSchaaf moved to approve the Monthly Disbursements Report Format as presented. The motion failed to receive a second.

2. Board Subcommittee Appointments

President Morrill made the following appointments:

Standing Committees

Long Range Planning - Committee of the Whole
Policy Review - Mee and Fieweger
Finance - Luetkehans and Kelly
Buildings and Grounds - Luetkehans and Kelly

Ad Hoc Committees

Community Outreach - VanderSchaaf and Mee
Arrowhead - Schobel and Luetkehans

3. Community Center Photovoltaic (solar energy) Proposals

Commissioner Mee moved to table the proposals until the August 17 Regular Meeting. Commissioner Luetkehans seconded. Motion carried by voice vote.

NEW BUSINESS

1. Prevailing Wage Ordinance No. 2011-03

Commissioner Luetkehans moved to approve the Prevailing Wage Ordinance No. 2011-03. Commissioner Mee seconded. No discussion. Motion carried by roll call vote.
Ayes: Fieweger, Kelly, Luetkehans, Mee, Schobel, VanderSchaaf and Morrill

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday July 20, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

2. First Amendment to Intergovernmental Cooperation Lease Agreement Between Community Unit School District No. 200 and the Wheaton Park District
Commissioner Luetkehans moved to table until the August 17 Regular Meeting.
Commissioner Mee seconded. Motion carried by voice vote.

3. Community Center Gym Floor Replacement Bids/Recommendation
Commissioner Kelly moved to approve the bid from Haldeman Homme in the amount of \$145,300 for the Community Center Gym Floor replacement. Commissioner Schobel seconded.

Under Discussion: Commissioner Kelly recommended approving up to 149,000 so that the option to install the better grade floor could be explored. Rob Sperl reported that the current gym floor was of the same color grade as what is being recommended and there in no difference in performance or longevity.

Commissioner VanderSchaaf asked why the staff originally suggested not putting the floor under the bleachers but that the bid recommendation shows the floor being put under the bleachers. Rob Sperl explained that upon further investigation on the matter, it was found that by not putting the floor under the bleachers it would put more wear and tear on the bleachers and the floor. Over the lifespan of the floor the savings would not prove beneficial.

Motion carried by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Mee, Schobel, VanderSchaaf and Morrill

4. Board Subcommittee for Community Outreach Report/Recommendation

After some dialogue, it was determined that a formal schedule for this subcommittee's activities would be brought to the Board for consideration at the August 17, 2011 regular meeting. Commissioner Luetkehans stated that all subcommittee meetings of this type be noticed in accordance with the Open Meetings Law. Commissioner Luetkehans suggested that a sub-committee meeting should not be scheduled in July, 2012.

5. Proposed Amendments to the Finance Policies of the Wheaton Park District
Commissioner Mee moved to approve the amendments to District Finance Policies per staff recommendation. Commissioner Fieweger seconded.

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday July 20, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

Commissioner VanderSchaaf stated concerns about the section on department heads assignment of signing authority in case of their absence.

After some dialogue, Commissioner Luetkehans summarized by stating that the way the approval structure is currently set up satisfactory to him because at it takes two approvals to make purchases with the second being the Director of Finance.

Motion carried by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Mee, Schobel, VanderSchaaf and Morrill

6. Fairway Suites Proposal & Presentation - Feasibility Exploration Commitment

Staff recommends a motion to approve of a Letter of Commitment between Fairway Suites LLC and the Wheaton Park District for the purpose of jointly exploring the mutual feasibility and desirability of an extended stay hotel at or near Arrowhead Golf Club.

Discussion: The Arrowhead Subcommittee of the Board of Commissioners has met with representatives from Fairway Suites and asked that they make a formal presentation to the Board of Park Commissioners at the July 20, 2011 meeting. Staff has met with the Fairway Suites Team and reviewed the operations at their location in Overland Park Mo. This opportunity represents significant new revenue generation possibilities for the Agency.

Legal Counsel has been asked to provide a legal opinion concerning the District's ability to enter into a relationship of this type.

At this time, Staff is recommending approval of the Letter of Commitment which calls only for exploration and due diligence on both parties parts.

After a brief presentation by Brian Burton of Fairway Suites, Commissioner Luetkehans recommended that the Board discuss the Letter of Commitment between Fairway Suites LLC and the Wheaton Park District for the purpose of jointly exploring the mutual feasibility and desirability of an extended stay hotel at or near Arrowhead Golf Club during Closed Session and vote on it when they reconvene to Open Session.

Mr. Burton was thanked for his interest and time.

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday July 20, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

REPORTS FROM STAFF

1. Executive Director
No discussion

2. Special Facilities, Recreation, Marketing and Parks Reports – June 2011

Commissioner Mee and President Morrill both commended staff on the Third of July event and the Fourth of July Parade. Both also commended Staff on the Red White and Blue Tournament and commented how nice the fields looked.

President Morrill asked for an update on the District's use of the Character Counts program. He would also like an update report on the bike path plan.

3. Finance Report – June 2011
No discussion

BOARD MEMBER INPUT/DISCUSSION

1. Citizens Advocacy Center – Good Government Audit

Commissioner Luetkehans reported that he and President Morrill met with the Citizen Advocacy Center and District Staff and asked them to look at the District's means and methods of communicating public information and to provide feedback on best practices for transparency. The Citizen Advocacy Center provides review services at no cost.

CLOSED SESSION

- At 8:10 a.m., Commissioner Luetkehans moved to convene Closed Session for the purpose of discussing: Setting of Price for Sale or Lease of Property Owned by the Public Body, 5ILCS 120/2 (c) (6), and for the Approval, Review and Release of Closed Session Minutes, 5ILCS 120/2 (c) (21). Commissioner Mee seconded.

Motion carried by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Mee, Schobel, VanderSchaaf and Morrill

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At 8:38 p.m., the Board re-convened to Open Session.

POSSIBLE ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

Commissioner Luetkehans moved to approve the Letter of Commitment between Fairway Suites LLC and the Wheaton Park District for the purpose of jointly exploring the mutual feasibility and desirability of an extended stay hotel at or near Arrowhead Golf Club. Commissioner Fieweger seconded.

Discussion: Commissioner VanderSchaaf stated that she does not believe a hotel would contribute to the mission of the Wheaton Park District.

Motion carried by roll call vote 6 ayes 1 nay

Ayes: Fieweger, Kelly, Luetkehans, Mee, Schobel, and Morrill

Nay: VanderSchaaf

ADJOURNMENT

At 8:40 p.m., Commissioner Luetkehans moved to adjourn the meeting. Commissioner Mee seconded. Motion carried by voice vote.

Respectfully Submitted

Michael Benard, Secretary

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday August 17, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER

President Morrill called the August 17, 2011 meeting of the Wheaton Park District Board of Commissioners to order at 7:00 pm.

Roll call was taken and the following Commissioners were Present: Kelly, Luetkehans, Mee, Schobel, Morrill and VanderSchaaf. Absent: Fieweger

COMMUNITY INPUT

Name: Katherine Rajcan

Address: 416 N. Main Street

Topic: Arrowhead hotel concept

Summary of Comments: Ms. Rajcan provided written comments which are attached. She was not in favor of the concept.

CONSENT AGENDA Commissioner Mee moved to approve the consent agenda as presented. Commissioner Luetkehans seconded.

- a. Approval of the Special Meeting Minutes of May 16, 2011
- b. Approval of the Workshop Meeting Minutes of July 20, 2011
- c. Approval of the Regular Meeting Minutes of July 20, 2011
- d. Acceptance of the Disbursements for the period July 13 through August 9, 2011

Under Discussion: Commissioner VanderSchaaf asked Executive Director Benard if he amended the minutes from the May 16, 2011 Special Meeting and July 20, Regular Meeting minutes as she requested via email. Executive Director Benard stated that he did not but that he did share her request for amendments with the rest of the Board and if it was the will of the Majority of the Board to amend the minutes in accordance with her wishes, he would do so.

President Morrill asked her if she wished to pull items A and C from the Consent Agenda and request that the Board address them as independent motions. Commissioner VanderSchaaf stated that was her wish.

Concerning the original motion now with items A and C removed for individual action, the Board approved B and D by voice vote.

Commissioner Mee made a motion to approve Consent Agenda Item A, the Special Meeting Minutes of May 16, 2011 as presented. Commissioner Luetkehans seconded.

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Under Discussion: Commissioner VanderSchaaf referenced item number 2 in the minutes she stated that instead of reading that “Commissioner VanderSchaaf expressed concern that did not have enough time to review the matter” she actually said that “Hubble had been discussed in closed session to which she had not been privy.” She moved that that this change be made to the minutes. Commissioner Kelly seconded.

Amended Motion failed 3-3 by voice vote

Schobel, Luekehans and Mee were against the amended motion
VanderSchaaf, Morrill and Kelly were for the amended motion

Commissioner Luetkehans asked for the original motion to be called.

President Morrill called the question on the original motion and it passed via voice vote with Commissioner VanderSchaaf against.

Commissioner Mee made a motion to approve Consent Agenda Item C, the Regular Meeting Minutes of the July 20, 2011. Commissioner Luetkehans seconded.

Under Discussion: Commissioner VanderSchaaf stated that under number 6 in the minutes is no record of the discussion in which she said that she had asked questions and made comments about the park districts mission, hotel revenue and potential risk to the park district. She moved that that her amendments be made to the minutes. Commissioner Kelly seconded.

Commissioner Luetkehans commented that every statement we make during a meeting is not in these minutes. He agreed that Commissioner VanderSchaaf made the statements she claimed she made but stated that he made responses that were contrary to her statements and those were not in the minutes either. If we make Commissioner VanderSchaaf’s amendments to the minutes, then he would want his responses transcribed into the minutes as well. That is why he is voting against this amendment.

Commissioner Mee noted that the minutes are not meant to be a narration of what was stated. He stated that he made comments as well that are not in the minutes and he would also want his responses transcribed if her amendments was made.

Commissioner VanderSchaaf stated that the minutes should be more complete and reflect the compete discussion.

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Commissioner Luetkehans stated that the Park District records every regular meeting with a video camera and that the meetings are available on the website word for word verbatim and if an entire topic is missed, he would agree to a change in the written minutes. This discussion included points of contention which had original statements from Commissioner VanderSchaaf and then 3 or 4 comments opposing those statements. He asked for the question to be called.

President Morrill called the question on the amended motion. The amended motion failed with Commissioner Commissioners Morrill, Mee, Luetkehans and Schobel against.

President Morrill called the original question to approve Consent Agenda Item C, the Regular Meeting Minutes of the July 20, 2011. The motion passed with Commissioner VanderSchaaf against.

UNFINISHED BUSINESS

1. Community Center Photovoltaic (solar energy) Proposals and Recommendation.

Commissioner Mee moved to approve the proposal from Phoenix Solar in the amount of \$221,000. Commissioner Kelly seconded.

Under Discussion: Commissioner Kelly asked that the proposal be accepted as long as it is contingent on the Park District receiving the 60 percent grant from the Illinois Community Foundation. Executive Director Benard reported that the grant is paid as a reimbursement after the project is completed. Commissioner Luetkehans stated that the reimbursement program is common. Director Planning and Capital Projects Sperl reported further about the nature of the grant. Commissioner Kelly stated that he was for the project and just wanted to be assured that the company would complete the project in the manner that would generate the grant reimbursement. There was further dialogue about the performance expectations called out in the contract which was part of the RFP used for the project. Benard stated that he has completed several projects with this foundation and has never had a problem getting the reimbursement.

Motion passed by roll call vote.

Ayes: Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill. 6-0-1

2. Resolution No. 2011-01 First Amendment to Intergovernmental Cooperation Lease Agreement Between Community Unit School District No. 200 and the Wheaton Park District.

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Commissioner Kelly moved to approve Resolution 2011-01 authorizing the first amendment to the Intergovernmental Cooperation Lease Agreement between Community Unit School District No. 200 and the Wheaton Park District. Commissioner Schobel seconded. Commissioner Luetkehans asked that in the future Legal Counsel provides an Executive Summary or memo for all action under their review with line outs where appropriate to indicate changes. He stated that he has asked for this from Legal Counsel via the Executive Director in the past and it does not happen 100% of the time.

Executive Director Benard said that he would follow up accordingly and reiterate the wishes of the Board to Legal Counsel.

Commissioner Luetkehans move to amend the motion to strike language from the Resolution paragraph number two last sentence – “hereby all respects approved.” and strike the rest. Commissioner Kelly agreed to amend his original motion accordingly. Commissioner Schobel agreed to amend his second.

Amended Motion passed by roll call vote.

Ayes: Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill. 6-0-1

3. Board Subcommittee for Community Outreach – Meeting Calendar.

Commissioner VanderSchaaf moved to approve the Conversations with the Commissioners meeting schedule as presented. Commissioner Mee seconded.

Under Discussion: Commissioner Luetkehans moved to amend to strike the July 14, 2012 date. There was no second for the amendment.

Under Discussion: Commissioner Luetkehans urged a no vote because with this action the Board is now in essence requiring board members to attend these meetings and given the format of these meetings, people will be expecting the Board to come. The July month could be problematic for some due to vacation schedules. He cautioned that the public may think a commissioner is avoiding them. He stated that many board do not meet in July for this reason and it is unnecessary to have a July meeting. Commissioner VanderSchaaf said that all Commissioners are not required to be at every meeting.

Commissioner Luetkehans disagreed with Commissioner VanderSchaafs assertion that the meetings would be optional.

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President Morrill called the original question.

Motion carried by roll call vote.

Ayes: Kelly, Mee, VanderSchaaf, Morrill.

Nay: Luetkehans, Schobel

4-2-1

NEW BUSINESS

1. Resolution No. 2011-02 Approving the Illinois Metropolitan Investment Fund as an Authorized Depository for the Wheaton Park District.

Executive Director Benard explained that there was a need according to legal counsel to add Resolution 2011-02 B as a separate action concerning this item and re name 2011-02 to 2011-02 A and apologized for the confusion.

Commissioner Mee moved to approve Resolution 2011-02 A
Commissioner Kelly seconded.

Under Discussion: Commissioner VanderSchaaf confirmed with staff that the Convenience fund would be used and verified the need.

Motion carried by roll call vote.

Ayes: Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill. 6-0-1

Commissioner Luetkehans moved to approve the Resolution No. 2011-02-B Approving and Executing the First Amended and Restated Declaration of Trust. Commissioner Mee seconded. Motion passed by roll call vote.

Ayes: Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill. 6-0-1

2. Illinois Movable Soccer Goal Safety Act/Soccer Goal Safety and Education Policy of the Wheaton Park District.

Commissioner Schobel moved to adopt a Soccer Goal Safety and Education Policy.
Commissioner Kelly seconded. No discussion. Motion passed by roll call vote.

Ayes: Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill. 6-0-1

3. Cosley Zoo Non-Resident Adult Admission Fees.

Commissioner Mee moved to approve the Adult Non-Resident Fees for Cosley Zoo attendance of \$4 for adults 18-54 and \$3 for adults 55 and older effective January 1,

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2012. Commissioner Schobel seconded. Commissioner VanderSchaaf supports this increase but was concerned with attendance decreasing as a result. Commissioner Luetkehans agreed with Commissioner VanderSchaaf's concern about attendance being adversely affected and thought it was premature to be asking for an increase after only a year and a half of operating with the current non-resident fee structure. He thought it would be better to wait until after the Bobcat Exhibit is open. .

President Morrill called the question.

Motion failed by roll call vote.

Ayes: VanderSchaaf

Nays: Kelly, Luetkehans, Mee, Schobel, Morrill

1-5-1

4. Recommendation to Fill Full Time Vacancy "Interpretive Naturalist/Environmental Education Supervisor"

Commissioner Luetkehans moved to approve hiring a full time Environmental Education Supervisor. Commissioner Kelly seconded.

Commissioner VanderSchaaf asked Larry Bower Director of Parks and Planning if it was possible for this position to be split between either the existing Lincoln Marsh Staff of Cosley Zoo Staff. Larry said no that wouldn't be possible. Bower stated further that in 2010, 378 environmental education and nature programs and camps were presented for 5,606 participants. Commissioner Luetkehans asked that in the future to put in the memo what date the employee left or will be leaving the position

President Morrill called the question

Motion passed by roll call vote.

Ayes: Kelly, Luetkehans, Mee, Schobel, Morrill

Nay: VanderSchaaf

5-1-1

5. Recommendation to Fill Full Time Vacancy "Pool Technician"

Commissioner Mee moved to fill Full Time Vacancy "Pool Technician". Commissioner Kelly seconded. Commissioner VanderSchaaf asked if this was a change in title only. President Morrill responded yes. Larry Bower Director of Parks and Planning stated that this position is going from a salary to hourly position. It will save the District approximately \$10,000 a year by doing this. Motion passed by roll call vote.

Ayes: Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill 6-0-1

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6. Proposed Amendment to the Board General Practice Manual of the Wheaton Park District.

Commissioner Mee moved to approve amendment to the Board General Practice Manual as presented. Commissioner Luetkehans seconded.

Commissioner Luetkehans moved to table this motion. Commissioner Luetkehans explained that several changes and clarifications should be made to several sections. Commissioner Morrill and VanderSchaaf agreed. Seconded by Commissioner Mee. Benard stated that he would revise the document accordingly and bring it back to the board.

Motion to table passed by voice vote.

7. National Recreation and Parks Association – Educational Conference and Exposition Attendance by President Morrill and Commissioner Mee October 31-November 3, 2011. Commissioner Kelly moved to approve the National Recreation and Parks Association – Educational Conference and Exposition Attendance by President Morrill and Commissioner Mee October 31-November 3, 2011. Commissioner Schobel seconded. Commissioner VanderSchaaf asked how much it cost for each Commissioner to go to the conference. Executive Director Benard said \$1,800 all inclusive. Commissioner VanderSchaaf asked how many commissioners typically attend the conference. President Morrill responded that it varies. In 2010 no commissioners attended. The last time the District was up for a National Gold Medal as we are this year, all seven attended. Motion passed by roll call vote.

Ayes: Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill 6-0-1

REPORTS FROM STAFF

1. Executive Director

President Morrill asked the Board for advice on the Weekly update from the Executive Director and Department Heads. He wanted to gauge whether the report was too lengthy and time consuming.

After discussion, it was decided that the report sections from the Department Heads can be abbreviated each and on the week that the board packet goes out, only a report from the Executive Director and the Special facilities weekly financial and attendance reports would be required.

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2. Special Facilities, Recreation, Marketing and Parks Reports – June 2011

Commissioner Luetkehans asked what the bottom line was from Ale Fest. Benard reported that the event grossed approximately \$71,000 of which approximately \$25,000 was profit to be split between the district, the promoter and our Not For Profit Partner that provided event volunteers. The district will net around \$8,000.

Commissioner Mee inquired about after action reports and financial bottom lines for the Taste of Wheaton and the Fourth of July. Staff reported that the reports would be forwarded.

Commissioner Mee made positive comments about the Alefest, Cosley Classic, the Leisureship financial assistance program and Atten Park Garden Plot service. Mee thanked staff for their hard work.

Commissioner Schobel thanked Jerry Douglass and Ray Morrill for their efforts as volunteers for the Cosley Classic. He also asked Director of Special Facilities Bendy about golf course signage and some other related issues that he felt were cheapening the experience. Bendy stated that he would ask Bruce Stoller and Mike Mumper for a follow up report. There was follow up requested on the status of the East number 4 green. Commissioner Schobel asked about the Groupon coupons that were sold for Arrowhead. Bendy said that they participated in Groupon to attract people that wouldn't normally go to Arrowhead and on days that are typically not as busy. It was successful in that we sold 400 tickets in 4 hours. Andy will get the demographics from Groupon and put it in the weekly report.

Commissioner Mee complimented the Staff and the Rams Board on the Wheaton Bowl season opener.

Commissioner Kelly stated that after 18 years of coaching, he recently coached his last baseball game and wanted to thank Ray and Marybeth for what he has found to be the best baseball and softball program around. John also was the Commissioner of Baseball for 11 years prior to being elected to the Park Board.

Commissioner VanderSchaaf asked Rob Sperl if there was a plan for the bike routes to have a bike lane established in current parking lanes similar to the City of Chicago. Sperl stated that he had not heard of the Chicago plan she was referring to but would investigate.

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3. Finance Report – June 2011
No discussion

PRESENTATIONS

Sara Arnas. – Fall Music and Lecture Series hosted by the DuPage County Historical Museum Foundation. Sara said that the first in the series will be held on September 17 from 6:30-8:30 p.m. Tickets are \$33.00 for Museum members and \$38.00 for non-members.

ADJOURNMENT

At 8:15 p.m., Commissioner Mee moved to adjourn the meeting. Commissioner Schobel seconded. Motion passed by voice vote.

Respectfully Submitted

Michael Benard, Secretary

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday September 21, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER

President Morrill called the Sept 21, 2011 meeting of the Wheaton Park District Board of Commissioners to order at 7:00 pm.

Roll call was taken and the following Commissioners were Present: Fieweger, Kelly, Luetkehans, Schobel, Morrill and VanderSchaaf.

Absent: Commissioner Mee

PRESENTATIONS

Director of Marketing and Fund Development, Margie Wilhelmi invited everyone to attend the Fourth Annual Walk for Awareness on Saturday Oct 1 at the Lincoln Marsh Natural Area.

COMMUNITY INPUT - None

UNFINISHED BUSINESS - None

NEW BUSINESS

1. Series 2011 Limited Tax General Obligation Bonds Acceptance of Low Bid

Commissioner Luetkehans moved to accept the low bid from Wheaton Bank and Trust, Wheaton Illinois, and that the Bonds be awarded to that bidder at a price of \$1,317,905 being at a net interest rate of 0.80%. Commissioner Fieweger seconded.

Discussion: Commissioner VanderSchaaf asked for and received clarification that there were two items being voted on related to the Bonds.

Motion passed by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Schobel, VanderSchaaf, Morrill. 6-0-1

2. Ordinance 2011-05 Providing for the Issue of General Obligation Limited Park Tax Bonds, Series 2011 for Park Improvement and the Payment of Alternate Bonds.

Commissioner Luetkehans moved to adopt Ordinance 2011-05 An Ordinance providing for the issue of \$1,317,905 General Obligation Limited Tax Park Bonds, Series 2011, of the Wheaton Park District, DuPage County, Illinois, and for the levy of a direct annual tax to pay the principal and interest on said bonds. Commissioner Fieweger seconded.

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Discussion: Commissioner VanderSchaaf asked what the balance of the bond proceeds would be used for. Executive Director Benard directed her attention to the list of proposed capital project expenditures in the 2012 budget proposal. Commissioner VanderSchaaf verified with Benard that these bonds were issued for one year.

Motion passed by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Schobel, Morrill. 5-1-1

Nay: VanderSchaaf

3. Non Exclusive Temporary Easement Agreement with the Wheaton Oaks Townhouse Owners Association Related to the Cosley Zoo Storage Water Detention Master Plan

Commissioner Kelly moved to approve the non-exclusive Temporary Easement Agreement with the Wheaton Oaks Townhouse Owners Association related to the Cosley Zoo Storage Water Detention Master Plan. Commissioner Schobel seconded.

Commissioner Luetkehans asked who is doing the work. Benard stated that the district is contracting the work and the Cosley Foundation is paying for it. Commissioner Luetkehans asked if the corresponding contract will have an indemnification relating to this. Benard stated it will.

Motion passed by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Schobel, VanderSchaaf, Morrill. 6-0-1

4. Temporary Access and Construction Easement Agreement with IDOT.

Commissioner Schobel moved to approve the Temporary Access and Construction Easement Agreement with the Illinois Department of Transportation for the Illinois Route 56 Roadway improvements. Commissioner Kelly seconded.

Discussion: Commissioner Luetkehans stated that there was not an indemnification agreement in the agreement and he assumed that was because IDOT would not provide one so therefore we're requiring that we get insured instead. Legal Counsel Steve Adams said that was correct. Commissioner Luetkehans verified with Adams that a restoration provision was in the agreement. Commissioner Luetkehans asked Adams to make sure that, in the future, legal counsel provides a summary of major terms in the cover memo on all agreements.

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Commissioner Schobel verified with Benard that the temporary entrance would be used for only a matter of weeks.

Motion passed by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Schobel, VanderSchaaf, Morrill. 6-0-1

5. 2012 Quarterly Program Guide Printing - Bid Results and Recommendation.
Commissioner Kelly moved to accept the bid from the Strathmore Company for the printing of the 2012 program guides and Camps and Aquatics program guide in the amount of \$124,948. Commissioner Fieweger seconded.

Discussion: Commissioner VanderSchaaf verified with Benard that the low bid is approximately \$5,000 less than the 2011 low bid.

Motion passed by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Schobel, VanderSchaaf, Morrill. 6-0-1

6. Kelly Park Improvement Project Bids for Construction Results and Recommendation.

Commissioner Luetkehans moved to table the Kelly Park Improvement Project Bids for Construction Results and Recommendation. Commissioner Fieweger seconded. Motion passed via voice vote.

7. 2012 Food Bids for Arrowhead Golf Club. Results and Recommendation.
Commissioner Kelly moved to accept the fixed bids for food purchases at Arrowhead Golf Club for the period beginning November 1, 2011 and ending October 31, 2012. Commissioner Schobel seconded.

Discussion: Commissioner VanderSchaaf wanted verification of the built in CPI figures that the vendors used for each bid amount. Benard stated that there was no way for him to know that information from the bid results.

President Morrill asked for an explanation of the difference between this year and last year's bid process. Benard said the last year the park district accepted both fixed and commodity based pricing and decided to alter the process this year to fixed pricing only to see which vendors and for which products would lock in pricing for a 12 month period. The district will re-bid accepting both fixed and commodity pricing the items where vendors were non-compliant. Benard reported that Staff is working with legal counsel to establish caps and percentage increases and other methods to strike the best

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balance and provide the best product at the best fixed and commodity price for subsequent bids.

After additional questions from the Board were responded to by Staff, Commissioner Luetkehans requested a report on food cost savings over the last 3 years and the question was called.

Motion passed by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Schobel, VanderSchaaf, Morrill. 6-0-1

Commissioner Luetkehans moved to reject all commodity priced bids for food purchases at Arrowhead Golf Club for the period beginning November 1, 2011 and ending October 31, 2012. Commissioner Fieweger seconded.

Motion passed by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Schobel, VanderSchaaf, Morrill. 6-0-1

Commissioner Luetkehans moved to reject all appetizer bids. Commissioner Kelly seconded.

Motion passed by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Schobel, VanderSchaaf, Morrill. 6-0-1

8. 2012 Budget Proposal Draft Placement on 30 Day Public Inspection.

Commissioner Luetkehans moved to place the preliminary budget proposal for the Wheaton Park District Fiscal Year 2012 on 30 day public display in accord with State Statute. Commissioner Kelly seconded.

President Morrill asked the board to give questions pertaining to the budget to Mike for Staff to address.

Motion passed by voice vote. All Ayes.

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9. Setting Date for Public Hearing for the 2012 Budget and Appropriation Ordinance.

Commissioner Luetkehans moved to schedule the opening of the Budget Hearing for the Wheaton Park District Fiscal Year 2012 budget for October 19, 2011 at 7:00 p.m. at City Hall. Commissioner Schobel seconded. No Discussion.

Motion passed by voice vote. All Ayes.

REPORTS FROM STAFF

1. Executive Director

Executive Director Benard stated that he has met with and is moving forward with the Citizens Advocacy Group Good Government Audit and will keep the Board updated. Executive Director Benard thanked the aquatics department for a great job this summer. The District's excellent safety ratings led to a \$2,200 refund on our liability insurance premiums.

2. Special Facilities, Recreation, Marketing and Parks Reports – June 2011

Commissioner Luetkehans and Schobel commended Staff on the financial performance at Arrowhead and the upkeep of the course.

Commissioner VanderSchaaf received verification from Director of Recreation Mary Beth Cleary on a program cancellation.

President Morrill congratulated the Museum Staff on the Music and Lecture Series. He said it was a great event. President Morrill wanted to know why there was a decrease in pool attendance and swim lessons; and wants staff to think of ways to get people to buy more passes and lessons.

Commissioner Schobel asked if we are able to expand the parking lot at Seven Gables due to parking congestion. Executive Director Benard said that Staff will look into it. President Morrill recommended staggering the games and practice times; this might help with the parking situation.

Commissioner Fieweger commended the Leisure Center on an excellent annual report and for turning an \$18,000 deficit in 2009 into a \$3,300 profit this year.

Commissioner VanderSchaaf said that the first Conversations with Commissioners went well. There were four residents in attendance and it lasted approximately 90 minutes. She thanked Commissioner Mee and President Morrill for attending.

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3. Finance Report – June 2011
No Discussion

CLOSED SESSION

At 7:45 p.m., Commissioner Luetkehans moved to enter closed session for the purpose of discussing Purchase or Lease of Real Property, 5ILCS 120/2 (c) (5) and Approval, Review and Release of Closed Session Minutes, 5ILCS 120/2 (c) (21). Commissioner Schobel seconded.

Motion passed by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Schobel, VanderSchaaf, Morrill. 6-0-1

ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

Commissioner Lutekehans moved to approve Resolution 2011-03, providing for the destruction of particular verbatim recordings of Closed Session Meetings. Commissioner Kelly Seconded. Motion passed via voice vote.

Commissioner Lutekehans moved to approve Resolution 2011-04, providing for the Release of Certain Closed Session Minutes. Commissioner Kelly Seconded. Motion passed via voice vote.

ADJOURNMENT

At 8:13 p.m. Commissioner Luetkehans moved to adjourn the meeting. Commissioner Kelly seconded. Motion passed via voice vote.

Respectfully Submitted

Michael Benard, Secretary

MINUTES – BUDGET AND APPROPRIATION HEARING

Wheaton Park District Board of Commissioners

Wednesday, October 19, 2011 7:00 p.m.

City of Wheaton Council Chambers

303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER

At 7:03 p.m., President Morrill called the Public Hearing on the 2012 Budget and Appropriation Ordinance of the Wheaton Park District to order

Roll call was taken and the following Commissioners were present: Fieweger, Kelly, Luetkehans, Mee, Morrill and VanderSchaaf.

SUMMARY OF 2012 BUDGET PROPOSAL – EXECUTIVE DIRECTOR

Executive Director Michael Benard provided a brief summary of the 2012 Budget which has been on public display at all park facilities, the park district website and the library. Highlights include:

- Balanced Aggregate Operating Budget
- Revenue Sources approximately 60% fees and charges for services and 40% property taxes
- 90 full time employees
- Approximately 400 part time employees
- Approximately 500 seasonal employees
- Aggregate Fund Balance Reserves are healthy
- Cosley Zoo Operating budget should break even in 2011 and is balanced for 2012 but is carrying a \$200,000 fund deficit.
- Park Improvements as well as capital projects, purchases and repairs are funded by general obligation bond proceeds, General and Recreation fund operating fund reserves above policy retention levels, and operating proceeds. A capital projects schedule can be found on page 59 of the budget document.
- Tax burden on property owners is approximately 9 cents of every dollar
- 2012 budget includes a 3% wage increase pool across all divisions for Board consideration
- Arrowhead Golf Club will achieve an operating net of approximately 1 million dollars in 2012 before asset depreciation and capital projects expenditures.

Staff has responded to Commissioners questions and requests. Executive Director Benard thanked the Finance Department and Department Heads for their hard work on the budget.

President Morrill thanked the Executive Director and the Finance Department for their hard work. He thanked the Finance Sub Committee of the Park Board (Commissioner Kelly and Commissioner Luetkehans) for their efforts in bringing the budget forward.

MINUTES – BUDGET AND APPROPRIATION HEARING
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COMMUNITY INPUT

President Morrill called for public input. There was none.

BOARD OF COMMISSIONERS INPUT / DISCUSSION / QUESTIONS OF STAFF

Commissioner Mee stated that in this economic climate a 3% salary increase pool is beyond what the District should be considering and stated that 2% would be more appropriate. Commissioner Luetkehans and Commissioner VanderSchaaf agreed. Executive Director Benard stated that the salary increase pool will be reduced to 2%. The Board agreed. President Morrill stated that Staff has recommendations to create new positions that they will bring to the Board. Executive Director Benard said that he will not make any recommendations that would alter the budget beyond currently proposed appropriation levels and that those recommendations will be finalized and submitted to the Board for their consideration prior to the continuation of the Public Hearing in November.

ADJOURNMENT OR RECESS OF PUBLIC HEARING

At 7:08 p.m. Commissioner Luetkehans moved to recess the Public Hearing for the 2012 Budget and Appropriation Ordinance. Commissioner Mee seconded.

Motion passed by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Mee, VanderSchaaf, Morrill. 6-0-1

Respectfully Submitted

Michael Benard, Secretary

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday, November 30, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER

President Morrill called the November 30, 2011 meeting of the Wheaton Park District Board of Commissioners to order at 7:02 p.m.

Roll call was taken and the following Commissioners were Present: Fieweger, Kelly, Luetkehans (arrived at 7:12 p.m.), Mee, Schobel, Morrill and VanderSchaaf.

PRESENTATIONS

Executive Director Benard presented Al Zamsky with a plaque recognizing his achievements in the aquatics industry and on behalf of the Residents of the Wheaton Park District.

COMMUNITY INPUT

Jason Christensen (provided written comment – did not speak)

160 W. Elm Street

Topic: Kelly Park

Opposed to some aspects of the development plan

Mr. Christensen's comments are attached to these minutes.

Bill Fowee

804 Gamon Road

Topic: Kelly Park

Mr. Fowee commended the Board on the mobile refrigeration unit for the ice and utilizing the bathrooms at Edison. He questioned whether the proposed multi-sport center is large enough for basketball games and suggested putting the ice sheet on top of it.

Mr. Fowee's comments are attached to these minutes.

Bob Bendinelli

113 W. Beverly Street

Topic: Kelly Park

Mr. Bendinelli spoke on behalf of the baseball/softball board. He said that the baseball/softball board fully supports all projects at Kelly Park.

Joe Cortesi

1620 Mayo Ave

Topic: Marian Park

Mr. Joe Cortesi and Mr. Tim Callahan, Principal of Madison Elementary, thanked the Park District for hosting day programs on the days that school is not in session for the residents of Marian Park. They also thanked the Park District for providing use of four soccer goals for the school.

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children. With the use of these soccer goals the Park District has transformed recess time to structured play time that creates discipline among the children.

Sue Kerby
1204 Gamon Road
Topic: Kelly Park

Ms. Kerby is opposed to spending any tax dollars on the Kelly Park project. She suggested that the Park District turn down the grant money and leave the park as it is.

Bill Mackey
903 S. Main St.
Topic: Kelly Park

Mr. Mackey agreed with Ms. Kerby. He stated that he was disappointed in the Park District for the lack of transparency during this project related to meeting scheduling. He thinks the park is fine as it is and thinks the money should be used elsewhere.

CONSENT AGENDA

Commissioner Mee moved to approve the consent agenda for items A and C. Item B will be moved to the December 14th Regular Meeting. Approval of the Minutes for the Public Hearing on the 2012 Budget and Appropriation Ordinance

- a. ~~Approval of Minutes for the Regular Meeting October 19, 2011~~ push to Dec 14
- b. Approval of the Disbursements for the period beginning October 12, 2011 and ending November 8, 2011.

Commissioner Schobel seconded. Motion passed by voice vote.

UNFINISHED BUSINESS

1. Ordinance 2011-04 – Making a Combined Annual Budget and Appropriation of Funds for the Wheaton Park District for the Fiscal Year Beginning January 1, 2012 and Ending December 31, 2012

Commissioner Luetkehans moved to adopt Ordinance 2011-04 – Making a Combined Annual Budget and Appropriation of Funds for the Wheaton Park District for the Fiscal Year Beginning January 1, 2012 and Ending December 31, 2012. Commissioner Fieweger seconded.

Motion passed by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill.

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2. Kelly Park Development Bid Results and Recommendations

- a) Commissioner Mee moved to approve building and grounds subcommittee option 2 for the Kelly Park development cost reduction plan as outlined in report dated November 17, 2011. Commissioner Luetkehans seconded.

Commissioner VanderSchaaf stated that since this motion was tabled two months ago and since it was not tabled at the last meeting that the motion had expired per Roberts Rules of Order. Commissioner Mee said that this is a new motion. Commissioner VanderSchaaf said that it should have been listed under New Business then. Legal Counsel Steve Adams said that it was not his understanding of Roberts Rules of Order that if an item that is tabled that it is permanently removed from the table if it is not recalled at the next meeting. He also said that since it appeared on the agenda it is an appropriate subject of action, and can still be moved to a different section of the agenda and acted on. If the board chooses to suspend the rule and move forward they can do so. Commissioner VanderSchaaf said that she would like the Board to take into consideration all of the letters and public comments from not only the residents surrounding Kelly Park but residents from the South and North sides of town. Commissioner VanderSchaaf said that she would personally like to know what the life expectancy of the ice rink is. According to her estimation the ice rink would have to last 72 years for it to be cost effective. She does not think that the board should move forward with these plans. Motion passed by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Mee, Schobel, Morrill.

Nay: VanderSchaaf

- b) Commissioner Mee moved to reject the following bids for improvements at Kelly Park: Earthwork, Site Plumbing, Site Electric, Masonry, Concrete, Carpentry/Drywall/Acoustic Ceiling, Roofing, Painting, Building Plumbing, Building HVAC and Building Electric.

Commissioner Fieweger seconded.

Motion passed by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill.

- c) Commissioner Mee moved to approve the following bids for improvements at Kelly Park: Hargrave Builders, Inc. at \$89,900.00 for shelters and FBG Corporation at \$217,000.00 for the ice rink. Commissioner Fieweger seconded. Commissioner Kelly was concerned with awarding partial bids now before seeing a total cost. Executive Director Benard said that we can reject these bids and put the bids back out as a package. Commissioner Luetkehans moved to table the motion. Commissioner Kelly seconded. Motion passed by voice vote.

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3. Fairway Suites – Re Authorization of Letter of Intent

Commissioner Luetkehans moved to approve the re-authorization of the letter of intent between the Wheaton Park District and Fairway Suites LLC. Commissioner Mee seconded. Commissioner VanderSchaaf said that she will vote against this again because she feels it's a risky deal. Commissioner Luetkehans said that this is only a letter of commitment to research and explore this possibility and does not obligate us to anything. He will not be agreeing to this project until the terms of the contract are set and he is comfortable that the Park District is protected. This is just due diligence and does not obligate us to anything. Commissioner Kelly agreed with Commissioner VanderSchaaf's concerns, but he will vote yes to the letter of intent since it does not obligate us to anything but further research on the project.

Motion passed by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Mee, Schobel, Morrill.

Nay: VanderSchaaf

4. Agreements between Bradford Equities LLC and the Wheaton Park District

Executive Director Benard said that this will be closed session discussion and that no action would be taken today on this item.

NEW BUSINESS

1. Full Time Vacancy - Evening Custodial Supervisor at Community Center

Commissioner Fieweger moved to approve the replacement of the Evening Custodial Supervisor. Commissioner Kelly seconded.

Commissioner VanderSchaaf asked if this position was going to be replacing any part time people or if it is in addition to the part time staff. Larry Bower said that this will be in addition to the part time staff. Commissioner VanderSchaaf asked if this was a position that the current staff can handle. Larry Bower said no we need a full time employee there that is committed to this position and. They need to have a full time person there in the evenings as there are limited supervisory staff therein the evenings. Commissioner Fieweger noticed that Larry was approximately 100 hours over on staffing this time last year. He asked if this position was going to alleviate some of those hours. Larry said that it will help with some but not all.

Motion passed by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill.

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REPORTS FROM STAFF

Executive Director Benard said that in the packet there were written follow up reports regarding the lighting at the Community Center, December golf expenses and Elliott Lake.

Concerning Elliot Lake, Benard stated that with Board agreement, staff will be seeking Engineering proposals for the erosion problem there.

Benard reported that, at the National Recreation and Parks Association Conference in early November, The Wheaton Park District Received a Finalist Medal for being named one of the top four agencies in the Nation for Excellence in Parks and Recreation Management for communities with 50,000 to 100,000 population. No other Illinois Park District was so honored in this population category.

Commissioner VanderSchaaf asked what will be done with the results of the Leisureship survey. Executive Director Benard said that this Leisureship program falls under the Strategic Plan Charter called Access to Recreation for All. The results of the survey will be used to improve the program. Quarterly reports are given to the Board on Strategic Plan Progress

Commissioner Luetkehans requested follow up reports on the Community Center Lighting and the December Golf deficit. He is looking for a report on if costs can be reduced in December or if that is not an option. He didn't think this memo addressed this. When he requests a memo from staff he expects to see an answer or a suggestion from staff. He wants to know if part time staff can be eliminated during December and full time staff do the work of the part time staff.

Commissioner Mee said that the painting at Parks Plus Fitness looks good. He also spoke positively about the Employee Relief Fund. He thought that the Rec Departments report on the items that the Park District Staff collected and donated to Marian Park Residents was commendable. He also commended the zoo staff on entry fees collected.

President Morrill also commended Staff on their work with Marian Park. He asked if the 2011 accomplishments were on the website. Executive Director Benard said that briefer version will be posted on the website.

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At 7:40, Commissioner Luetkehans moved to enter closed session for the purpose of discussing. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees, 5ILCS 120/2 (c) (1) and Purchase or Lease of Real Property, 5ILCS 120/2 (c) (5) Commissioner Fieweger seconded.

Motion passed by roll call vote.

Ayes: Fieweger, Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill.

At 8:45 p.m. the Board reconvened open session.

Commissioner Schobel made a motion to adjourn and Commissioner Kelly seconded. Motion carried by voice vote.

Respectfully Submitted

Michael Benard, Secretary

MINUTES – BUDGET AND APPROPRIATION HEARING

Wheaton Park District Board of Commissioners

Wednesday, November 30, 2011 7:00 p.m.

City of Wheaton Council Chambers

303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER

President Morrill called the November 30, 2011 Budget and Appropriation meeting of the Wheaton Park District Board of Commissioners to order at 7:00 p.m.

Roll call was taken and the following Commissioners were present: Fieweger, Kelly, Mee, Morrill, Schobel and VanderSchaaf. Absent: Luetkehans

SUMMARY OF 2012 BUDGET PROPOSAL – EXECUTIVE DIRECTOR

Executive Director Benard stated that the Board was provided with a summary in October, that the summary appears in the October Minutes and that there were no new additions since then. President Morrill verified that the Budget reflected a 2% merit wage increase pool.

COMMUNITY INPUT

None

BOARD OF COMMISSIONERS INPUT / DISCUSSION / QUESTIONS OF STAFF

None

ADJOURNMENT OR RECESS OF PUBLIC HEARING

At 7:02 p.m. Commissioner Mee moved to adjourn the Public Hearing of the Budget and Appropriation Hearing. Commissioner Fieweger seconded.

Motion passed by roll call vote.

Fieweger, Kelly, Mee, Schobel, VanderSchaaf, Morrill. 6-0-1

Respectfully Submitted

Michael Benard, Secretary

MINUTES – REGULAR MEETING
Wheaton Park District Board of Commissioners
Wednesday, December 14, 2011 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER

President Morrill called the December 14, 2011 meeting of the Wheaton Park District Board of Commissioners to order at 7:00 pm.

Roll call was taken and the following Commissioners were Present: Kelly, Luetkehans, Mee, Schobel, Morrill and VanderSchaaf.

Absent: Fieweger

PRESENTATIONS

None

COMMUNITY INPUT

None

CONSENT AGENDA

Commissioner Mee moved to approve the consent agenda items A, B, and D.

- a. Approval of Minutes for the Regular Meeting October 19, 2011
- b. Approval of the Minutes for the Public Hearing on the 2012 Budget and Appropriation Ordinance November 30, 2011
- c. ~~Approval of Minutes for the Regular Meeting November 30, 2011~~
- d. Approval of the Disbursements for the period beginning November 9, 2011 and ending December 6, 2011

Commissioner Luetkehans seconded. Commissioner Schobel asked that the November 30th Budget and Appropriation minutes reflect that he was present for that meeting. He also asked that the Regular Meeting Minutes for November 30th be brought back at the January 18th meeting so that the reconvene to open session time can be added to them. Motion passed by voice vote.

NEW BUSINESS

1. Ordinance 2011-06 Levying and Assessing the Taxes of the Wheaton Park District, DuPage County, Illinois for the Tax Year 2011

Commissioner Luetkehans moved to adopt Ordinance 2011-06 Levying and Assessing the Taxes of the Wheaton Park District, DuPage County, Illinois for the Tax Year 2011
Commissioner Kelly seconded. No discussion.

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Motion passed by roll call vote.

Ayes: Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill. 6-0-1

2. Ordinance 2011-07 Abating Taxes Levied for the Year 2011 to Pay Principal and Interest on \$9,000,000 Taxable General Obligation Park Bonds (Alternate Revenue Source), Series 2010, of the Wheaton Park District, DuPage County, Illinois

Commissioner Kelly moved to adopt Ordinance 2011-07 Abating Taxes Levied for the Year 2011 to Pay Principal and Interest on \$9,000,000 Taxable General Obligation Park Bonds (Alternate Revenue Source), Series 2010, of the Wheaton Park District, DuPage County, Illinois Commissioner Mee seconded. No discussion.

Motion passed by roll call vote.

Ayes: Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill. 6-0-1

3. Resolution 2011-06

Commissioner Mee moved to approve Resolution 2011-06 A Resolution Approving the Retention of PMA Financial Network, Inc. and PMA Securities, Inc. to Provide Certain Investment and Brokerage Services of the Wheaton Park District and Authorizing the Entry into Certain Agreements and the Execution of Certain Documents in Connection Therewith. Commissioner Schobel seconded.

Commissioner VanderSchaaf asked how we are monitoring the management fees and operating expenses and when would we see the results. Executive Director Benard stated that staff will monitor the fees. Legal Counsel Steve Adams said that PMA is a private firm that the district has been engaged with for a number of years for the management of certain investments. It was determined that it was appropriate to update the investment agreement as a matter of housekeeping.

Commissioner Kelly verified with Finance Director Rita Trainor that this is a housekeeping issue, and if the board votes yes on this motion everything will stay the same.

Motion passed by roll call vote.

Ayes: Kelly, Mee, Schobel, VanderSchaaf, Morrill. 5-0-1

Abstain: Luetkehans

4. Resolution 2011-07

Commissioner Luetkehans moved to approve Resolution 2011-07 approving the Declaration of Trust of the Illinois Institutional Investors Trust and Authorizing Certain Officials to Act on Behalf of the Wheaton Park District. Commissioner Mee seconded.

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Commissioner VanderSchaaf asked how we will know what the savings will be. Rita said there was no way of her knowing exactly what the savings will be because the CD rate today is different than what the CD rate will be six months from now.

Motion passed by roll call vote.

Ayes: Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill. 6-0-1

5. Community Center Generator Replacement Bid Results and Recommendation
Commissioner Luetkehans moved to reject the bid from Cusumano Electrical Services for the Community Center Generator Replacement. Commissioner Kelly seconded.

Commissioner VanderSchaaf asked why staff was recommending breaking the project into pieces. Executive Director Benard reported that only one bid was received when the project was let as a single package. Staff will solicit individual quotes for the distinct components of this project. Commissioner Kelly reported as a member of the buildings and grounds committee and verified that there were distinct aspects of the project. He stated that the District could buy the generator to avoid the markup that would come from having a contractor purchase it on our behalf. He stated further that the District could then get bids from electrical companies to install the generator. Commissioner Schobel was concerned with who will service the generator if something goes wrong with it. Commissioner Kelly said that we will ask for a quote for different warranties on the generator when it goes out to bid and the Board will be able to see the different pricing on the warranties and how many years the warranty is good for. Commissioner VanderSchaaf asked where the money will come for since this is not budgeted in the 2012 budget. Commissioner Luetkehans said that it will be a cash carry over from 2011 since the funds weren't spent on this project in 2011.

Motion passed by roll call vote.

Ayes: Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill. 6-0-1

6. Vendor Agreement with Pepsi Beverages Company.
Commissioner Schobel moved to approve the Vendor Agreement with Pepsi Beverages Company as presented. Commissioner Kelly seconded. No discussion.

Motion passed by roll call vote.

Ayes: Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill. 6-0-1

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7. 2012 Golf Rates Report and Recommendation

Commissioner Luetkehans moved to table the 2012 Golf Rates. Commissioner Schobel seconded. No discussion.

Motion passed by voice vote.

8. Golf Course Chemicals Bid Results and Recommendation

Commissioner Mee moved to approve the Golf Course Chemicals Bid as presented.

Commissioner Luetkehans seconded.

Commissioner VanderSchaaf asked if we could package the bids with Chicagoland Turf in the future to extract more savings. Executive Director Benard stated that the specifications were not written to accommodate that possibility and that staff will explore that approach for the future purchasing bids.

Motion passed by roll call vote.

Ayes: Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill. 6-0-1

9. Baseball and Softball Uniform / Equipment Bid Results and Recommendation

Commissioner Kelly moved to approve the Baseball and Softball Uniform/Equipment Bid recommendation as presented. Commissioner Schobel seconded. No discussion.

Motion passed by roll call vote.

Ayes: Kelly, Luetkehans, Mee, Schobel, VanderSchaaf, Morrill. 6-0-1

10. 2012 Board Meeting Schedule

Commissioner Schobel moved to approve the 2012 Board Meeting Schedule as presented.

Commissioner Mee seconded. No discussion. Motion passed by voice vote.

11. IAPD Credentials Certificate

Commissioner Schobel moved to appoint Michael Benard as Delegate to the Annual Meeting of the Illinois Association of Park Districts. Commissioner Mee seconded. No discussion.

Motion passed by voice vote.

12. Proposal - Development Director Position to be jointly funded by the Wheaton Park District, The Cosley Foundation INC. and the DuPage County Historical Museum Foundation INC.

This material was presented for advance informational purposes only at this time with no action contemplated.

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Benard stated that after he has reviewed the 2012 Museum Foundation and the Cosley Zoo Foundation budget capacities, he will provide the board with a final recommendation. The Development Director would be expected to generate their salary and benefits in new income within 1 to 2 years and triple it in within 4 to 5 years. Both Foundation Boards are in favor of this direction. Commissioner Schobel verified that the board will receive a job description for this position. Commissioner Mee asked if it would be more cost effective to hire an independent contractor to fulfill the needs outlined. Commissioner Schobel agreed that this route should be explored. Benard stated that staff will look into it and report back

REPORTS FROM STAFF

- **Executive Director** – Follow up Report on Golf division off season deficit
Verbal Report from Benard

In December of 2010 the Golf Division posted a net loss of approximately \$103,000. Staff has been asked if the district will experience a similar deficit in 2011 and if so, can anything be done to reduce it. Staff has previously reported that a significant amount of expenses are fixed in December and that Revenue is unpredictable due to weather. More detail was requested and if possible, suggestions for deficit reduction.

Projection December 2011

- The December 2011 Golf Division deficit will be larger than the December 2010 Golf Division deficit.
- December 2010 deficit approximately (\$103,000)
- December 2011 deficit projection approximately (\$119,000)
- 16,000 approximate increase in December deficit in 2011

Primary reasons include:

- 1) We will earn approximately \$17,182 less in Dec. 2011 versus Dec. 2010.
 - a) Dec. 2010 was a great XC skiing month and we netted \$10,582
 - b) We received a \$6,600 insurance payment on a damaged cart in Dec. 2010
This income generation will not be repeated in Dec 2011
- 2) We will spend approximately \$7,800 less in Dec. 2011 versus Dec. 2010.
 - a) \$11,900 less in Supplies and fuel
 - b) \$5,361 more Assistant Greens Supt Salary (vacant in Dec 2010)

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- 3) Part time Pro Shop Staff expenses in December 2011 will be approximately \$2,000 which is similar to last years' experience. Primarily PT asst golf pro coverage for FT staff vacation days.

Staff sees no way to make a major dent in the December 2011 deficit under our current operating structure.

BOARD MEMBER INPUT/DISCUSSION

- Commissioner VanderSchaaf asked Director of Recreation, Mary Beth Cleary if we were making progress on the Rec Trac issue conversion issue. Mary Beth said yes.
- Commissioner Schobel asked what type of vandalism is most common. Director of Parks and Planning Larry Bower said it is mostly tagging on the overpass at Graf Park.
- Commissioner Mee congratulated the Green Team on their efforts
- President Morrill was glad to see that the Rec Department is looking at changing program descriptions, and looking at where they can do some discounting. He hopes this helps with the cancellations. He said that the cancellation and refund report is confusing.

CLOSED SESSION

At 7:40 p.m. Commissioner Luetkehans moved to recess to closed session for the purpose of discussing

- a. Purchase or Lease of Real Property, 5ILCS 120/2 (c) (5)
- b. Setting of Price for Sale or Lease of Property Owned by the Public Body, 5ILCS 120/2 (c) (6)
- c. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees, 5ILCS 120/2 (c) (1)

Commissioner Kelly seconded.

Roll Call Vote:

Fieweger, Kelly, Luetkehans, Mee, Schobel, VanderSchaaf and Morrill.

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RECONVENE the Board of Park Commissioners re convened open session at 10:00 p.m.

ADJOURNMENT

At 10:00 p.m., Commissioner Kelly moved to adjourn the meeting. Commissioner Mee seconded.

Motion carried unanimously.

Respectfully Submitted

Michael Benard, Secretary