



Wheaton Park District

**Wheaton Park District Board of Commissioners Meeting
Wednesday January 16, 2013 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois**

CALL TO ORDER – President Kelly called the meeting to order at 7:05 pm. Commissioners Fieweger, Luetkehans, Mee, Morrill, VanderSchaaf were present.

Commissioner Schobel was absent.

PRESENTATIONS

1. Good Government Audit Citizens Advocacy Center – Terry Pastika

Terry referred to the Illinois Policy Institute Chicago who did a survey of government websites. She encouraged Staff to look at the report for ideas on how to display items on our website. Terry stated that after reviewing our website she thought it looked good. She suggested that we create a FOIA reading room on the website, where we can post information that is requested by FOIA's we receive, and TIF information. She thought that we should have an email retention policy. She also stated that it was important that we review closed session minutes every 6 months. She thought that we should either list our Ethics Officer or our Ethics Policy on the website.

Commissioner Luetkehans stated that the District needs to create policies concerning emails. He suggested that the policy subcommittee meet to discuss. He also agreed that reviewing the closed session minutes should occur twice a year.

COMMUNITY INPUT

None

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$ 2,496,100.13 for the period beginning, December 5, 2012 and ending January 8, 2013.
- B. Minutes from the Regular Park Board Meeting Wednesday December 12, 2012
- C. Minutes from the Special Park Board Meeting Wednesday November 28, 2012
- D. Minutes from the Special Park Board Meeting Wednesday November 14, 2012
- E. Minutes Regular Park Board Meeting Wednesday October 24, 2012

Commissioner Luetkehans moved to approve the Consent Agenda as presented.
Commissioner Mee seconded.

Executive Director Benard stated that Commissioner VanderSchaaf noticed that on the November 14th Minutes Unfinished Business item number 2 should be a roll call vote, not a voice vote. Benard made the changes on the signed hard copy.

Motion passed by roll call vote.

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

Nays: None

UNFINISHED BUSINESS

1. Project Update and Possible Action on Change Orders 2 & 3: Central Athletic Center Rehabilitation Project – Buildings and Grounds Subcommittee

Commissioner Morrill moved to ratify change order 2 in the amount of \$980 and change order 3 in the amount of \$44,108 as presented by the Buildings and Grounds Subcommittee. Commissioner Luetkehans seconded. Motion passed by roll call vote.

President Kelly brought to the boards attention that the change orders had already been signed by him. He and Commissioner Luetkehans thought that the full board should see this even though the subcommittee had the authority to approve the change orders.

Motion passed by roll call vote.

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

Nays: None

NEW BUSINESS

1. Approval of a Professional Services Agreement - Government Navigation Group Inc. Commissioner Mee motioned to ratify, confirm and approve the terms and provisions of the Government Relations Service Agreement between the Wheaton Park District and Government Navigation Group, Inc. as presented to the Park Board at this meeting, and to authorize the Executive Director of the Park District to execute the agreement in the name and on behalf of the Park District and to deliver a copy thereof to Government Navigations Group, Inc. Commissioner Luetkehans seconded.

Commissioner VanderSchaaf stated she wasn't clear what this company does for us. She wanted to know what the value to the district is. Commissioner Luetkehans stated that we can apply for grants but unless we have someone presenting them to legislators we have a harder time getting them. They play a valuable role to the district and they have done a wonderful job. They have even gotten us grants that we didn't apply for like the DCEO grant worth \$50,000. Commissioner Mee asked the board if they thought we should be looking at different groups that do this same thing. Commissioner Luetkehans thought an RFP for this could be a good idea. Executive Director Benard stated he was hesitant to interrupt the relationship we have with Government Navigation Group. Staff has been very pleased with them. He didn't think this service should be based on price alone. Commissioner Mee agreed with him.

Motion passed by roll call vote.

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

Nays: None

2. Approval of Expenses Related to Computer Server Co-location
Commissioner Mee moved to table expenses related to computer server co-location. Commissioner Luetkehans seconded. Motion passed by voice vote.
3. Schedule Item - Bond Issuance Workshop
President Kelly asked the board if they were interested in a bond workshop. Most said they were. He said he would email a few different days that Speer Financial would be available to do the workshop. He thought it might be a good idea to have the meeting at Central Athletic Center so everyone could see the work that has been done.
4. Approval of Program Guide Home Delivery Bid
Commissioner Morrill moved to approve the bid from Chicago Tribune for the delivery of spring 2013, Camps & Aquatics 2013, summer 2013, fall 2013 and winter 2013 program guides for the sum of \$31,350.00. Commissioner Mee seconded. Motion passed by roll call vote

Commissioner Luetkehans asked how the brochures will be delivered. Executive Director Benard said they will be hand delivered and hung on doorknobs. Commissioner VanderSchaaf asked why our current vendor didn't bid this year. Benard stated that he thought there were a few specifications they wouldn't be able to accommodate us on. Director of Marketing, Margie Wilhelmi thought that the bid bond was a concern as well as the insurance qualifications.

Motion passed by roll call vote.

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

Nays: None

5. Ordinance 2013-01 Disposal of Equipment No Longer Useful to the District
Commissioner Mee moved to approve Ordinance 2013-01 Disposal of Equipment no longer useful to the District. Commissioner Morrill seconded.

Commissioner Luetkehans asked that the word "sell" be taken out of the ordinance. He also stated that he would like to see the listing separated so that we know which items are being donated and which are being disposed of. Executive Director Benard said that everything on the list is being disposed of. He said that staff will reach out to area Not for Profits in the area to see if they would like anything on the list. President Kelly asked the board what they thought of giving Staff any of the items on the list. The board did not think it was a good idea. No items are to be given to Staff. The Motioner and the Seconded agreed to amend the motion by removing the word "sell" from the ordinance. Motion passed by roll call vote.

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

Nays: None

6. Resolution 2013-01 A Resolution Authorizing the Northern Illinois Municipal Electric Cooperative (NIMEC) to Serve as the Broker for the Wheaton Park District in Regard to Obtaining Bids from Electricity Providers and Authorizing the Executive Director to Approve a Contract with the Lowest Cost Electricity Provider.

Commissioner Morrill moved to approve Resolution 2013-01, a resolution authorizing the Northern Illinois Municipal Electric Cooperative (NIMEC) to serve as the broker for the Wheaton Park District in regard to obtaining bids from electricity providers and authorizing the Executive Director to approve a contract with the lowest cost electricity provider. Commissioner Mee seconded.

Commissioner VanderSchaaf asked if there are any kind of up charges. Executive Director Benard stated there were not, we pay the bid price of the company that wins the contract. We don't pay NIMEC, we pay the firm that wins NIMEC's bid.

Motion passed by roll call vote.

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

Nays: None

7. Resolution 2013-03 Appointment of Scott Shorney to the DuPage County Historical Museum Foundation Board

Commissioner Morrill moved to approve the appointment of Scott Shorney to the DuPage County Historical Museum Foundation Board. Commissioner Mee seconded.

Commissioner Luetkehans left the room at 7:38 pm. Commissioner Morrill stated the Museum is lucky to have Scott on their board. Commissioner Mee asked how Scott became involved in the Museum. Executive Director Benard stated that they attend Lions Club together. Scott and his wife were actively attending Museum functions and showed an interest in joining the board. Commissioner VanderSchaaf asked when the last appointment was. Benard stated two years ago. That appointment was done by the Museum Foundation. They were allowed one appointment per the IGA & Bylaws for the Museum Foundation. After the roll call Commissioner Luetkehans returned at 7:43 pm. Commissioner Luetkehans clarified that the Museum still has several opening left to appoint. He also stated that the first appointments were made by Executive Director Benard but the Board decided that future appointments would be made by the Board. Commissioner Luetkehans took no position on Mr. Shorney.

Motion passed by roll call vote.

Ayes: Fieweger, Mee, Morrill, VanderSchaaf, Kelly

Nays: None

Absent: Luetkehans

8. Approval to Serve Beer and Wine at Memorial Park During Certain 2013 Special Events

Commissioner Mee moved to approve the sale of beer and wine in Memorial Park for the 2013 Special Events. Taste of Wheaton, Gospel Jazz Fest, and Wheaton Ale Fest. Commissioner Morrill seconded. Motion passed by voice vote.

Commissioner Mee asked Superintendent of Marketing & Special Events, Kristina Nemetz how we got involved in the Gospel Fest. Kristina stated Feeding the Soul Ministry approached the park district since they wanted to make it a larger event. There will be several food vendors there.

REPORTS FROM STAFF

- Annual Report – Adult Education Program
Commissioner VanderSchaaf liked that we are working with other park districts for programs. Commissioner Morrill stated that he liked our partnerships with other park districts and College of Dupage on unique programs. He would like to see a recommendation for non-resident fees being eliminated for non-District 200 residents on the February agenda. Commissioner Mee commended staff on keeping revenue stable and said he would also support having this on the February agenda.
- Executive Director - Email Archiving Options/Costs
Executive Director Benard provided a report on the Email archiving options and costs. There were no questions from the board. Benard stated that we will look at this with the Computer Server Co-Location next month.
- Finance, Special Facilities, Marketing, Recreation, Parks, Planning and Development
Commissioner Morrill thought the Folk Art Exhibit sounds exciting. He thanked the 2,600 volunteers that worked 87,000 hours in 2012 and saved the tax payers \$800,000 from their service.

Commissioner Mee commended staff on the tree sales and Santa's Craft Corner at Cosley Zoo, the Polar Express ticket sales at the Museum and the pool pass sales to date. He also commented on a job well done in the Leisureship Program and the Sensory Garden donations that we have received.

President Kelly stated that the airhandlers showed up Monday, and that we are on track to open Friday February 1. He suggested doing the bond workshop at Hubble so that all the Commissioners could see the building.

BOARD SUBCOMMITTEE REPORTS / DISCUSSION

None

CLOSED SESSION

- a. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees, 5ILCS 120/2 (c) (1)
- b. Purchase or Lease of Real Property, 5ILCS 120/2 (c) (5)
- c. Setting of Price for Sale or Lease of Property Owned by the Public Body, 5ILCS 120/2 (c) (6)
- d. Pending, probable or imminent litigation, 5ILCS 120/ 2 (c) (11)
- e. Approval, Review and Release of Closed Session Minutes, 5ILCS 120/2 (c) (21)

CLOSED SESSION

At 7:57 p.m. Commissioner Luetkehans moved to enter closed session for the purpose of discussing the:

Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees, 5ILCS 120/2 (c) (1)

Commissioner Mee seconded. Motion carried by roll call vote

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

ADJOURNMENT At 9:05 p.m., Commissioner Mee moved to adjourn the meeting. Commissioner Morrill seconded. Motion carried by voice vote.

A handwritten signature in dark ink, appearing to be 'MSL', is written across the page.



Wheaton Park District

Wheaton Park District Board of Commissioners Meeting

Wednesday February 20, 2013 7:00 p.m.

City of Wheaton Council Chambers

303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER – President Kelly called the meeting to order at 7:04 pm. Commissioners Fieweger, Luetkehans, Mee, Morrill were present.

Commissioners Schobel and VanderSchaaf were absent.

PRESENTATIONS

None

COMMUNITY INPUT

None

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$ 1,370.739.64 for the period beginning, January 9, 2013 and ending February 12, 2013.
- B. Minutes from the Regular Park Board Meeting Wednesday January 16, 2013

Commissioner Morrill moved to approve Consent Agenda A and B as presented. Commissioner Luetkehans seconded. Motion passed by roll call vote.

Ayes: Fieweger, Luetkehans, Mee, Morrill, Kelly

Nays: None

UNFINISHED BUSINESS

- 1. Ordinance 2011-04 A – (Budget Amendment) AN ORDINANCE AMENDING AN ORDINANCE 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 Morrill moved to approve Ordinance 2011-04A (Budget Amendment) An Ordinance amending an Ordinance 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 Mee seconded. Motion passed by roll call vote.

No Discussion.

Ayes: Fieweger, Luetkehans, Mee, Morrill, Kelly

Nays: None

2. Project Update and Possible Action on Change Orders: Central Athletic Center Rehabilitation Project – Buildings and Grounds Subcommittee

President Kelly stated that the Central Athletic Center main floor gyms opened on February 1st. The upper gym was opened shortly thereafter. The batting cages area is not yet open to the public. Temporary batting cages have been placed in the mezzanine in the meantime. The entire project will be completed by March 1. There is mostly controls work left to do and the contractor is working on the punch list.

President Kelly stated he is looking for the board to ratify change order number 4 in the amount of \$71,982. The final change order total will be about \$200,000.

Commissioner Mee moved to ratify change order number 4. Commissioner Luetkehans seconded. Motion passed by roll call vote.

Ayes: Fieweger, Luetkehans, Mee, Morrill, Kelly
Nays: None

3. Project Update and Possible Action on Contract – Seven Gables Pathway Replacement Project.

Commissioner Luetkehans motioned to terminate the Park District's contract with Center Court Solutions and to ratify the action terminating the contract with Center Court and the direction given to legal counsel to take appropriate action to notify all interested parties. Commissioner Morrill seconded. Motion passed by roll call vote.

Commissioner Luetkehans explained to the board that we entered into an agreement with Center Court Solutions to do the pathways at Seven Gables. Center Court never came out to do the work. We believe they realized they couldn't do the job for the bid price. contract. The contract is being terminated due to non-performance.

Ayes: Fieweger, Luetkehans, Mee, Morrill, Kelly
Nays: None

4. Schedule Item – Bond Workshop

President Kelly stated that he decided that since the makeup of the board may change in a few months he thought it would be better if everyone agreed to it that the Bond Workshop will be held after the first meeting after the new board is in place. Everyone agreed.

NEW BUSINESS

1. Resolution 2013-04 – Amending the Wheaton Park Districts Flexible Spending Account Plan

Commissioner Morrill move to approve Resolution 2013-04 – Amending the Wheaton Park Districts Flexible Spending Account Plan to reduce the maximum employee contribution limit from \$5,000 to \$2,500 effective January 1, 2013. Commissioner Mee seconded. Motion passed by roll call vote.

No Discussion

Ayes: Fieweger, Luetkehans, Mee, Morrill, Kelly
Nays: None

2. Ordinance 2013-02 – Easement Agreement for Limited Parking and Access
Commissioner Luetkehans moved to table the easement agreement for limited parking and access with Bradford Real Estate. Commissioner Mee seconded. Motion passed by voice vote.

No Discussion

3. Review and Possible Action – Alternative Funding Program for Health Insurance Premiums
Commissioner Mee moved to approve to continue participation in the Alternative Funding Program for 2013 and to leave the balance of \$107,980 in the fund for 2013. Commissioner Fieweger seconded. Motion passed by roll call vote.

No discussion.

Ayes: Fieweger, Luetkehans, Mee, Morrill, Kelly
Nays: None

4. Review and Possible Action - Adult Education Programming Non Resident Rate Structure
Commissioner Morrill moved to approve exempting adult education programs from the non-resident fee policy so that class fees are equal regardless of registrants' Wheaton Park District residency status, beginning in summer 2013. Commissioner Fieweger seconded.

Commissioner Luetkehans stated he wasn't in favor of giving a discount to Adult Education recreational programs, only educational ones. Commissioner Morrill thought that maybe the Adult Education programs needed to be separated out. Adult Education Supervisor Jen Bruggeman stated that the athletic programs generate substantial revenue. Commissioner Luetkehans told Jen that he knows that sustainability is important however he as one board member is willing to subsidize the adult education area with tax dollars. Commissioner Luetkehans asked for an analysis from staff on where educational, recreational and athletics/fitness should be placed. Commissioner Morrill withdrew his

motion and Commissioner Mee withdrew his second. Staff to follow up for next meeting.

REPORTS FROM STAFF

- **Annual Report – Dupage County Historical Museum**
Commissioner Morrill commended the Museum Staff on an excellent report. Commissioner Fieweger echoed Commissioner Morrill's comment. He also asked Museum Curator Sara Arnas what steps they took to increase the educational revenue. Sara stated they have been working hard for over three years on repairing the reputation of the Museum. She said that the 4 months of the Girl Scout Exhibit plan helped with their revenue as well as booking more birthday parties from the brochure the park district made for them, they also offered more tours than in the past. The Museum hosted 3,000 visitors for the Lego Exhibit this past weekend which was more visitors in one weekend than in all of 2009. Commissioner Luetkehans asked to see how the Museum is doing on donations that were raised and not from people coming through the door. Sara said she will provide a report next month.
- **Executive Director**
Executive Director Benard commended Rob Sperl, Steve Hinchee and Larry Bower for securing 2 of the 3 grants they applied for clean water initiatives in the amount of \$72,250. The grants received were for the permeable paver lot at Cosley Zoo and the 855 Prairie building. They did not receive the grant for Elliott Lake. Benard commended the Recreation Department and Arrowhead for a job well done on the Appreciation Mixer that had 400 people in attendance.

Commissioner Mee commended staff on the Mixer as well.

- **Finance, Special Facilities, Marketing, Recreation, Parks, Planning and Development**
No discussion.

BOARD SUBCOMMITTEE REPORTS / DISCUSSION

President Kelly stated that there was unfinished business on co-location of the server in the minute's they approved tonight. The buildings and grounds Subcommittee needs to meet one more time on this and will provide a report at next month's meeting.

Executive Director Compensation

Commissioner Mee moved to approve a salary increase of 2.5% for Executive Director Benard for 2013 retro-active to January 1. Commissioner Morrill seconded. Motion passed by roll call vote.

Commissioner Mee commended Executive Director Benard and staff on a productive and profitable year. Commissioner Morrill agreed.

Ayes: Fieweger, Luetkehans, Mee, Morrill, Kelly

Nays: None

ADJOURNMENT

At 7:35 p.m., Commissioner Luetkehans moved to adjourn the meeting. Commissioner Morrill seconded. Motion passed by voice vote.



Wheaton Park District

**Wheaton Park District Board of Commissioners Meeting
Wednesday March 20, 2013 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois**

CALL TO ORDER – President Kelly called the meeting to order at 7:00 pm. Commissioners Luetkehans, Mee, Schobel VanderSchaaf and were present.

Commissioners Fieweger and Morrill were absent.

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$1,402,390.46 for the period beginning February 13, 2012 and ending March 12, 2013.
- B. Minutes form the Regular Park Board Meeting Wednesday February 20, 2013

Commissioner Luetkehans moved to approve the Consent Agenda as presented.
Commissioner Mee seconded. Motion passed by voice vote.

UNFINISHED BUSINESS

- 1. Ordinance 2013-02 Adopting an Easement Agreement with Bradford Equities LLC for Limited Parking and Access

Commissioner Luetkehans moved to approve Ordinance 2013-02 Adopting an Easement Agreement with Bradford Equities LLC for Limited Parking and Access as presented.
Commissioner Schobel seconded. Motion passed by roll call vote.

Commissioner VanderSchaaf confirmed that the district would be responsible for the maintenance of the nine parking spaces reserved for the district and that there will be signage placed on these spaces designating them. Commissioner VanderSchaaf stated that the original agreement said there was supposed to have a building on this land and inquired if it was acceptable to the district that they are not using the land this way now. President Kelly said that Bradford is currently working with the City on changing the Planned Unit Development Ordinance to reflect this new use. Commissioner Luetkehans stated that either way, the district in a good position by obtaining the easement.

Ayes: Luetkehans, Mee, Schobel VanderSchaaf, Kelly
Nays: None

- 2. Adult Education Programming Non Resident Rate Structure
Commissioner Luetkehans moved to table the Adult Education programming Non Resident Rate Structure as presented. Commissioner Mee seconded. Motion passed by voice vote.

3. Approval of a Master Retail Electricity Supply Agreement with Constellation New Energy a Subsidiary of Exelon Corporation

Commissioner Mee moved to approve a master retail electricity supply agreement with Constellation New Energy a Subsidiary of Exelon Corporation as presented. Commissioner Luetkehans seconded. Motion passed by roll call vote.

Ayes: Luetkehans, Mee, Schobel VanderSchaaf, Kelly

Nays: None

NEW BUSINESS

1. Ordinance 2013-03 Adopting an Intergovernmental Agreement for Development and Control of a Synthetic Turf Athletic Field on Property owned by CUSD 200.

Commissioner Luetkehans moved to table Ordinance 2013-03 Adopting an Intergovernmental Agreement for Development and Control of a Synthetic Turf Athletic Field on Property owned by CUSD 200. Commissioner Mee seconded. Motion passed by voice vote.

2. Project Update: Central Athletic Center Rehabilitation Project -- Buildings and Grounds Subcommittee

President Kelly reported that the Board had the most recent update and that the district is waiting on pricing for the four items. He believes the total change orders will come in just under \$200,000 as anticipated.

3. Additional Services Proposal from V3 Companies, Ltd for Open Space Redesign

Commissioner Luetkehans moved to approve the additional services proposal from V3 Companies, Ltd for open space redesign. Commissioner Mee seconded. Motion passed by roll call vote.

Executive Director Benard explained that the open space athletic area layout has changed requiring the redesign of the topography by V3.

Ayes: Luetkehans, Mee, Schobel VanderSchaaf, Kelly

Nays: None

4. Recommendation to engage Selden Fox for professional Audit services for the Wheaton Park District

Commissioner Luetkehans moved to approve the proposal from Selden Fox for a three year audit agreement in the amount of \$52,150. Commissioner Mee seconded. Motion passed by roll call vote.

Commissioner VanderSchaaf asked what the status of staff calling for references was. Executive Director Benard stated that he received favorable comments on the firm.

Ayes: Luetkehans, Mee, Schobel VanderSchaaf, Kelly

Nays: None

5. Recommendation to accept bids for Football Uniforms and Equipment.
Commissioner Luetkehans moved to accept the bids from Lansing Sport Shop for football jerseys, Santo Sport Store for flag football jerseys, game pants and rib pads and Riddell for the Riddell Revolution Helmets and Sports Station for the Schutt Helmets.
Commissioner Mee seconded. Motion passed by roll call vote.

Ayes: Luetkehans, Mee, Schobel VanderSchaaf, Kelly

Nays: None

6. Full Time Vacancy Environmental Education Supervisor
Commissioner Mee moved to approve the full time Environmental Education Supervisor position. Commissioner Luetkehans seconded. Motion passed by roll call vote.

Commissioner VanderSchaaf asked how long the position has been vacant, why the staff member left and who has been doing the work while they were gone. Director of Parks and Planning Larry Bower stated that the staff member left six weeks ago to stay home with her children and that the full time and part time staff at Lincoln Marsh have been sharing the work load during this time. She also asked when the busy season was for this position. Bower stated that the busy season is coming up and runs through the summer months.

Ayes: Luetkehans, Mee, Schobel VanderSchaaf, Kelly

Nays: None

REPORTS FROM STAFF

- Annual Report – 2012 Arrowhead Golf Club

After some dialogue between the Board and Staff on the issue of revenue and expense variations in food and beverage operations over the last several years, The Board requested a follow up report outlining a higher level of detail on the variances. (this report is attached to the minutes)

- Annual Report – 2012 Recreation Varied Interest Programs
No discussion.
- Executive Director

Executive Director Benard stated that the DuPage County Historical Museum will be unveiling the Folk Art Exhibit on April 11th. It is a six month engagement that features art work and artifacts.

BOARD SUBCOMMITTEE REPORTS / DISCUSSION

Commissioner Mee asked for an update on the Sensory Garden. Benard stated that the fundraising effort is only \$100,000 away from the \$480,000 goal to be able to start phase one of the project this year. He thanked the Central DuPage Morning Rotary Club for their recent pledge of \$25,000.

Commissioner Mee commended staff on securing the permeable paver and prairie office building grants. He asked Superintendent Justin Kirtland when the West Course will open. Kirtland stated he thought it would be opened by the third week of April weather permitting.

CLOSED SESSION

At 7:32 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)

Commissioner Mee seconded. Motion carried by roll call vote.

Ayes: Luetkehans, Mee, Schobel VanderSchaaf, Kelly

Nays: None

ADJOURNMENT

At 7:47 p.m., Commissioner Schobel moved to adjourn the meeting. Commissioner Luetkehans seconded. Motion passed by voice vote.



Wheaton Park District

Wheaton Park District Board of Commissioners Meeting

Wednesday April 17, 2013 7:00 p.m.

City of Wheaton Council Chambers

303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER – President Kelly called the meeting to order at 7:03 pm. Commissioners Fieweger, Mee, Morrill, Schobel VanderSchaaf and were present.

Commissioner Luetkehans was absent.

PRESENTATIONS

None

COMMUNITY INPUT

CONSENT AGENDA

- a. Approval of the Disbursements totaling \$751,445.90 for the period beginning March 13, 2013 and ending April 9, 2013
- b. Approval of Meeting Minutes March 20, 2013
- c. Approval of Special Meeting Minutes October 27, 2012

Commissioner Mee moved to approve the Consent Agenda as presented. Commissioner Fieweger seconded. No discussion. Motion passed by voice vote.

UNFINISHED BUSINESS

1. Adult Education Program Fees

Executive Director Benard stated that the Policy Subcommittee recommended maintaining the non-resident program fee at 125% of the resident fee. The subcommittee recommends that the program area be reviewed by a board subcommittee and a recommendation come forward regarding the continuation of social safety net programs such as ESL and basic life skill types of classes when organizations such as the people's resource center, the humanitarian service project and other non-profit charitable organizations provide those services. It was suggested by the committee that perhaps the role of the district was to be a source of program space, public awareness, fundraising partnerships etc. for this type of service area. Commissioner VanderSchaaf thought we should look at the program holistically and at how the district should be proceeding. Commissioner Morrill agreed and said that they are not looking for any action at this time.

2. Project Update and Possible Action on Change Orders: Central Athletic Center Rehabilitation Project -- Buildings and Grounds Subcommittee

Commissioner Mee moved to approve the Central Athletic Center change orders as presented. Commissioner Schobel seconded.

Discussion: President Kelly stated that the Change Orders being approved this evening total \$34,601 and were reviewed and approved by district consultants, staff and the buildings and grounds committee. The projection for the total change order amount for this project is \$190,000. The final change order will be provided at the May or June meeting.

Motion passed by roll call vote.

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

Nays: None

NEW BUSINESS

1. Action Item -- Recommendation to Renew Natural Gas Contracts for Small and Large Accounts.

Commissioner Mee moved to table Commissioner Morrill seconded. Motion passed voice vote.

2. Recommendation to Fill Vacant Full Time Position - Assistant Finance Director
Commissioner Morrill moved to approve the vacant Full Time Assistant Finance Director position. Commissioner Mee seconded.

Commissioner VanderSchaaf asked for more clarification on the dual authority for wire transfers and ACH transfers. Commissioner VanderSchaaf asked if the second authority needed to be in the finance department or could it be the Executive Director. Executive Director Benard stated that although he could be the second person to complete the specific task commissioner VanderSchaaf was referencing but the primary point of the request to fill this vacancy was that a park district operation of this size and type requires a second professional accountant to serve in support of the Finance Director.

Commissioner Fieweger asked Benard if the \$65,000 estimated salary was in the mid-range. Benard said the hiring range is \$60,000 to \$70,000. President Kelly asked what this position is accountable for. Rita stated that they are in charge of the Capital Budget, Finance Department operating budget, Utilities in the budget and the annual audit.

Commissioner Mee stated that the district could not afford to have this position vacant.

Motion passed by roll call vote.

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

Nays: None

3. Bid Results and Recommendation - Cheerleading Uniforms

Commissioner Morrill moved to accept the bid of GTM Sportswear for cheerleading uniforms, including shells, skirts, briefs, and body liners, in the amount of \$17,600.

Commissioner Fieweger seconded.

Discussion: Executive Director Benard stated that one bid was missed during the opening due to a clerical mishap. A revised bid tabulation sheet was distributed. This bid was subsequently opened and was the second highest bid and would not have been recommended. Commissioner Mee asked what would have happened if they were the lowest responsible bid. Benard stated that staff would be recommending awarding the business accordingly. President Kelly asked Athletic Manager Ryan Miller if the district has a disclaimer on the bid documents. Ryan replied yes.

Motion passed by roll call vote.

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

Nays: None

4. RFP Results and Recommendation - Arrowhead Restroom Project Engineering
Commissioner Mee moved to approve the proposal from Engineering Resource Associates for engineering at Arrowhead Golf Course an amount not to exceed \$17,750. Commissioner Fieweger seconded.

Commissioner VanderSchaaf asked why the amount came in higher than budgeted.

Benard stated that it is typical for the district to estimate an amount for engineering based on the best information available when completing grant documents. Kelly said we have to give DCEO an estimate of the budget, since we don't know exactly how much it's going to be.

Motion passed by roll call vote.

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

Nays: None

REPORTS FROM STAFF

- 2012 Annual Report - Early Childhood Programs
Commissioner Morrill stated that he thought that the items on cultural diversity were fantastic and the night and weekend programs were a good idea to benefit working parents. Commissioner Mee asked if Preschool Manager Megan Raitt was working with the Development Department to reach the donation target for Safety City. Megan stated "not yet" and that she does not have a donation target established and that the donation program is more or less still being planned.
- Annual Report – Parks Plus Fitness Center
Commissioner Morrill stated that he is comfortable with the 2,400 participants that Parks Plus Fitness Center has and he thought that the equipment replacement plan was a good idea. Commissioner Mee thought that we are on the higher end of the resident rate and the highest range for non-residents. Commissioner Fieweger stated the rates depend on what type of facility we want it to be. He has talked to Andy and Dan about lowering the non-resident rate; he thinks that there is still a new member problem and that Personal Training is flat, and that the orientation process for new members is weak. He thinks that we are missing good customer service and revenue generating ideas.
- Annual Report – - Cosley Zoo
Commissioner VanderSchaaf commended the zoo staff on how innovative they have been. She likes how they have listened to the teenagers that work there half a year as Jr. Zoo Keepers and how they have saved us money by doing activities that staff would have had to do. She asked Sue Wahlgren to send her figures on others in the industry. Sue stated that she thought we were consistent with the size and location of our zoo. Commissioner VanderSchaaf also thought they did a good job on Educators Day.

Commissioner Mee asked if we have met the expectations of attention from the Bob Cat Exhibit. Sue stated yes, but the spring weather has been bad.

Commissioner Morrill congratulated Sue on a good report.

- **Executive Director**
Executive Director Benard suggested the board look at the list of weekend park events they were given. He also stated that the DuPage County Liquor Commissioner is recommending a Sunday liquor sale time of 9:00 a.m. starting July 1st. The board was pleased to hear this.
- **Department Reports**
Commissioner VanderSchaaf suggested that the Marketing Department work more closely with other entities like Wheaton College and Cadence Hospital. She suggested they promote our early childhood programs and miniature golf to families that will be staying at the Ronald McDonald House at Cadence, or encouraging families from Wheaton College to have their graduation parties at Arrowhead, or a last golf outing before graduation.

Commissioner Morrill enjoyed Wendy's report from the Safety Committee. Benard reported that he and staff have been meeting with the Police Chief and the Fire Chief to discuss improvements and updates to the safety protocols for the district. Commissioner Morrill asked that he be kept up to date on this. Commissioner Morrill thanked Commissioner Fieweger for twelve years of service.

Commissioner Schobel asked Director of Special Facilities if we would be able to make up rounds from this bad spring weather. Andy Bendy stated that if we have a nice fall we may be successful in doing so. Commissioner Schobel suggested weekday match play to generate rounds, and to look at those types of ideas. Andy said that he would talk to Bruce Stoller and Billy Klemz about his idea.

BOARD SUBCOMMITTEE REPORTS / DISCUSSION

Subcommittee Minutes

No discussion

ADJOURNMENT

At 7:45 p.m., Commissioner Schobel moved to adjourn the meeting. Commissioner Mee seconded. Motion passed by voice vote.



Wheaton Park District

Wheaton Park District Board of Commissioners Meeting

Wednesday May 15, 2013 7:00 p.m.

Arrowhead Golf Club

26W151 Butterfield Rd., Wheaton, Illinois

CALL TO ORDER – President Kelly called the meeting to order at 7:00 pm. Commissioners Fieweger, Luetkehans, Mee, Morrill, Schobel and were present.

Commissioner VanderSchaaf arrived at 7:15 p.m.

PRESENTATIONS

Tom Wichlinski from Lamar Advertising gave a brief presentation on roadway outdoor advertising signs. They are proposing to use park property with a land lease to put their signs on. The park district in return would receive compensation and free advertising on these signs. He provided the board with a report for them to review. President Kelly said the board will review and discuss at a future board meeting. Commissioner Luetkehans left the room at 7:02 p.m. and returned at 7:11 p.m. recusing himself from this presentation.

COMMUNITY INPUT

None

CONSENT AGENDA

- a. Approval of the Disbursements totaling \$785,593.68 for the period beginning April 10, 2013 and ending May 7, 2013
- b. Approval of Meeting Minutes April 17, 2013

Commissioner Schobel moved to approve the Consent Agenda as presented.

Commissioner Morrill seconded. Motion passed by roll call vote.

UNFINISHED BUSINESS

1. Natural Gas Contracts for Small and Large Accounts.

Commissioner Mee moved to approve the one year contract with Integrys Energy to service our twelve smaller commercial accounts/ and approve the one year contract renewal with ProLiance Energy LLC for our two largest accounts, Community Center/Rice Pool and Arrowhead Golf Club, and give our Executive Director the authority to approve future gas supply purchases for the District during the one year contract period. Commissioner Luetkehans seconded.

Executive Director Benard stated that this item was tabled last month to get the most up to date pricing. Rock River provided a report with their recommendation, which will include fixed vs. varied rates.

Commissioner Mee asked Benard if there will be any surprises with this. Benard stated no all the information is up to date.

Motion passed by roll call vote.

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

Nays: None

RECOGNITION OF PARK DISTRICT COMMISSIONER STEVE FIEWEGER FOR 12 YEARS OF SERVICE

Executive Director Benard presented Commissioner Fieweger with a plaque and thanked him for his twelve years of service to the park district. He thanked him for his guidance in all areas but especially Parks Plus Fitness Center. President Kelly stated that he worked with Steve when he was an employee and President Kelly was on the Baseball Board. He added that the citizens of Wheaton were lucky to have Commissioner Fieweger all this time. Commissioner Fieweger stated that he grew up in the Park District, then worked for the District and finally became a Commissioner. He thanked everyone and said he enjoyed his time on the board.

SWEARING IN OF JANE HODGKINSON, JOHN KELLY AND MARK SCHOBEL.

Judge Paul Fullerton swore in Jane Hodgkinson, John Kelly and Mark Schobel as Commissioners for the Wheaton Park District for a four year term.

ELECTION OF OFFICERS FOR THE WHEATON PARK DISTRICT

Commissioner Morrill moved to elect John Kelly as President, Phil Luetkehans as Vice President, Mike Benard as Secretary and Rita Trainor as Treasurer. Commissioner Mee seconded.

No discussion

Motion passed by roll call vote.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, Schobel, VanderSchaaf, Kelly

Nays: None

NEW BUSINESS

1. Atten Park Ballfield Lights Replacement Bids Commissioner Luetkehans moved to approve Barton Electric bid of \$305,792. Commissioner Mee seconded.

Commissioner Morrill asked if they use the scoreboard that much. Director of Recreation Mary Beth Cleary stated that they do, especially during tournaments.

Motion passed by roll call vote.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, Schobel, VanderSchaaf, Kelly

Nays: None

2. Rathje Park Playground Equipment Bids

Commissioner Mee moved to approve the following bids. For 2-5 year old structure Nu Toys in the amount of \$35,000, for swings, Playworld Preferred for \$3,000, for Misc. Equipment, with a company to be determined in the amount of \$7,500, for a total of \$45,500.

Commissioner Morrill seconded. Motion passed by roll call vote.

Commissioner VanderSchaaf asked for clarification on why we would choose a company that is not the lowest bidder. Director of Planning Rob Sperl stated that the process for

playground equipment is a little bit different than other bids. There are many factors that are taken into consideration when choosing a company. There are 9 different staff members that look at the different proposals that come in. These staff members deal with playground equipment at different stages of installment and maintenance. Commissioner VanderSchaaf stated that there is a significant difference in prices. Sperl stated that that's because they are different size and different play features. Commissioner VanderSchaaf was looking for specifics on why these companies were chosen. Sperl stated because they met all the criteria we were looking for.

Motion passed by roll call vote.

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

Nays: VanderSchaaf

3. Arrowhead Exterior Painting Bids

Commissioner Schobel moved to accept the base bid from AAA Painting in the amount of \$38,000. Commissioner Mee seconded. Motion passed by roll call vote.

No discussion.

Motion passed by roll call vote.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, Schobel, VanderSchaaf, Kelly

Nays: None

4. T-Mobile Site Agreement Assignment Consent

Commissioner Luetkehans moved to approve the agreement with T-Mobile as presented. Commissioner Morrill seconded. Motion passed by roll call vote.

Commissioner Mee asked if this was an existing site, Executive Director Benard stated yes.

Motion passed by roll call vote.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, Schobel, VanderSchaaf, Kelly

Nays: None

5. Community Center HVAC Assessment

Commissioner Hodgkinson and President Kelly left the room at 7:30 p.m. and returned at 7:33 p.m. Neither was present for the discussion or voting on this item.

Commissioner Mee moved to approve WT Engineering for assessment and construction documents of the HVAC system at the Community Center in the amount of \$12,500. Commissioner Morrill seconded. Motion passed by roll call vote.

Commissioner VanderSchaaf asked if this is prior to the bids. Executive Director Benard stated it was. Commissioner Luetkehans stated that this was just for the engineering costs not the construction. The construction costs will be bid out.

Commissioner Mee moved to amend his motion to \$5,000 instead of \$12,500.

Commissioner Morrill seconded.

Ayes: Mee, Morrill, Schobel, VanderSchaaf, Luetkehans

6. Third Amendment to Master Agreement with Bradford Real Estate

Commissioner Luetkehans made a motion to adopt Ordinance 2013-04 Approving and Authorizing Amendment to Exhibit G of Second Amended and Restated Agreement with Bradford Equities LLC Providing for Acquisition of Property with are revision to section 2 of the Ordinance as follows:

Section 2. *The proposed form, terms and provisions of the Revised Exhibit G of the Second Amended and Restated Agreement with Bradford as presented to the Park Board at this meeting, are approved as provided herein, and the President and Vice President of the Park Board are hereby authorized and directed to negotiate the final dollar amount of said Revised Exhibit G, but in no event shall the dollar amount exceed \$45,074.02 and the President or Vice President and Secretary of the Park Board are hereby authorized and directed to execute the Revised Exhibit G in the name of and on behalf of the Park District and to deliver a copy thereof to Bradford. All previous versions of Exhibit G to the Second Amended and Restated Agreement with Bradford have been previously, or are now hereby terminated, null and void and of no further force and effect.*

Commissioner Morrill seconded.

President Kelly explained that staff re-evaluated the use of the space and came up with a plan that has two multipurpose fields and 3 baseball fields instead of the one football field that was in the original agreement with Bradford. We went back to V-3 who created a new plan to accommodate the infrastructure to be able to accommodate this plan in the future if we want. The not to exceed total of approximately \$45,000 which includes \$5,000 to \$10,000 for additional work to prepare the site for Gateway Gardens.

Motion passed by roll call vote.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, Schobel, VanderSchaaf, Kelly

Nays: None

REPORTS FROM STAFF

- Executive Director – Official Election results were provided to the Board
No discussion.
- Department Reports
Commissioner Schobel commended the Arrowhead staff for all the hours they put in to save the golf course during the flood. He also commended the Parks Department for assisting the City during the flood.

President Kelly told the Board that he will appoint committee's at the next meeting.

Commissioner VanderSchaaf commended the Museum staff on a job well done with the Folk Art Exhibit. She also thought the book was great. She was also happy to announce that the company she works for BMO Harris Bank will be having a work day to help at the Sensory Garden site.

President Kelly asked the Board to email Executive Director Benard with dates that work best for them so that we can hold a bond workshop in June.

BOARD SUBCOMMITTEE REPORTS / DISCUSSION

- Subcommittee Minutes
No discussion.

CLOSED SESSION

At 7:55 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)

Motion passed by roll call vote.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, Schobel, VanderSchaaf, Kelly

Nays: None

ADJOURNMENT

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



Wheaton Park District

Wheaton Park District Board of Commissioners Meeting

Wednesday June 19, 2013 7:00 p.m.

City of Wheaton Council Chambers

303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER – President Kelly called the meeting to order at 7:00 pm. Commissioners Hodgkinson, Luetkehans, Mee, Morrill, Schobel VanderSchaaf and were present.

PRESENTATIONS

Director of Planning Rob Sperl recognized Michael O' Malley for his project that he designed and constructed four wood cabinets that will provide storage for the day camps that use the Boy Scout Cabin at Northside Park. These cabinets were fabricated from quality wood that will last for a long time and feature a unique wheel design that allows for easy movement within the cabin.

COMMUNITY INPUT

Bob Kryczewski 213 W. Willow Wheaton, IL. Addressed the board on The Taste of Wheaton. He stated that he is a volunteer during this event and helps to keep the carnival streets safe. He described a disagreement he had during the event with Dan Novak, Superintendent of Special Facilities, during which he alleged that Dan yelled at him and used profanity.

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$1,455,936.30 for the period beginning May 8, 2013 and ending June 11, 2013.
- B. Approval of Board Meeting Minutes from May 15, 2013
- C. ~~Approval of Board Workshop Meeting Minutes from June 3, 2013~~

Commissioner Mee moved to approve the Consent Agenda items A and B, striking item C. Commissioner Lutekehans seconded.

Commissioner Luetkehans stated that Tom Wichlinski's name in the presentation section was incorrectly spelled in the May 15th minutes and asked that it be corrected. Executive Director Benard stated they would be.

Motion passed by roll call vote.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, Schobel, VanderSchaaf, Kelly

Nays: None

UNFINISHED BUSINESS

1. Ordinance Number 2013-03 Authorizing an Intergovernmental Agreement for Lease, Construction, Recreational Use and Maintenance of Synthetic Turf Fields Between Wheaton Warrenville Community Unit School District No. 200 and the Wheaton Park District.

Commissioner Luetkehans moved to table Ordinance Number 2013-03 Authorizing an Intergovernmental Agreement for Lease, Construction, Recreational Use and Maintenance of Synthetic Turf Fields Between Wheaton Warrenville Community Unit School District No. 200 and the Wheaton Park District as presented.

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

2. Buildings and Grounds Subcommittee - Northside Park Development Update and Approval of Change Order(s)

Commissioner Morrill moved to approve the Northside Park Change Order(s) in the amount of \$78,923.58. Commissioner Mee seconded.

President Kelly stated that the budget for Northside Park was \$13,825,000 the actual cost was \$8,587,000.00 which was 5.3 million under budget on all phases of the project. Commissioner VanderSchaaf was pleased that the district went with the permeable pavers.

Motion passed by roll call vote.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, Schobel, VanderSchaaf, Kelly

Nays: None

Commissioner Luetkehans moved to approve the time extension requested by Benchmark and approved by CBBEL. Commissioner Schobel seconded. No discussion.

Motion passed by roll call vote.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, Schobel, VanderSchaaf, Kelly

Nays: None

3. Buildings and Grounds Subcommittee - Central Athletic Center Development Update and Approval of Change Orders(s)

President Kelly stated that there would not be an approval of the change order tonight.

Bergen is on schedule to finish the site work. An update will be provided to the board in the future. No discussion.

4. Buildings and Grounds Subcommittee – Seven Gables Pathway Replacement Project Update

President Kelly stated that we have reached an agreement with the bond company and they will be hiring a contractor to finish the job and we will be reimbursed 100% plus legal fees. Our costs are what we originally bid on the project. The new paths will be put in this summer.

NEW BUSINESS

1. Finance Subcommittee - Annual Review and Approval of the Finance Policies for the Wheaton Park District

Commissioner Luetkehans moved to approve the Finance Policies for the Wheaton Park District with one modification to paragraph E Page 4. We will add “as permitted by applicable state statute” to this sentence. Commissioner Morrill seconded.

Motion passed by roll call vote.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, Schobel, VanderSchaaf, Kelly

Nays: None

2. Finance Subcommittee - Wheaton Park District Comprehensive Annual Financial Report for the Fiscal Period Ended December 31, 2013.

Executive Director Benard read from a prepared report which highlighted major aspects of the CAFR and provided clarifications requested by the Subcommittee. The report is attached and is included as part of the meeting minutes.

3. Lincoln Marsh Floating Boardwalk Project – Bid Results and Recommendation

Commissioner Mee moved to approve the Team REIL bid of \$235,095.

Commissioner Schobel seconded.

Executive Director Benard stated that \$200,000 is from a grant and the balance is being funded by the Roger Toohey golf outing, Friends of Lincoln Marsh. Commissioner VanderSchaaf asked why one bid came in a lot higher than the others. Director of Planning Rob Sperl stated that they picked up the packet the day before and probably didn't invest a lot of time into it and aimed high. Commissioner Morrill asked what will happen with the balance of \$58,000 that is in the Friends of Lincoln Marsh account. Executive Director Benard stated that it has been discussed with Mary Toohey about possibly using it for Lincoln Marsh Teams Course upgrades or ecological restoration. But it isn't something that we are ready to move on at this point.

Motion passed by roll call vote.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, Schobel, VanderSchaaf, Kelly

Nays: None

4. Resolution 2013-05 Authorizing a Grant Application to the Department of Natural Resources Open Space Land Acquisition and Development Program for Development of Outdoor Recreational Facilities at Central Park / Central Athletic Center

Commissioner Morrill moved to approve the Grant Application to the Department of Natural Resources Open Space Land Acquisition and Development Program for Development of Outdoor Recreational Facilities at Central Park / Central Athletic Center Commissioner Mee seconded.

Executive Director Benard stated that he has met with the Finance Committee on this topic and the possible grant would match 50% of an \$800,000 project upgrading the athletic field at Old Hubble. The grant application deadline is in July. Benard is in negotiation with IDNR regarding the grant that we turned down on for Kelly Park. It is possible that the district will need to sit out the 2013 grant cycle as a result of the Kelly Park grant rejection. Benard stated that we had good reasons to turn down that grant and hopes that IDNR will take that into consideration.

Motion passed by voice vote.

REPORTS FROM STAFF

Commissioner Schobel congratulated Brad Keene, Athletic Director on a good annual report. He also stated that the FBI was impressed with Arrowhead when they had their golf outing there recently and that they are considering making it their permanent venue.

Commissioner Morrill likes the responses to the soccer evaluations. He thinks it's a good idea and would like us to continue doing it.

Commissioner Mee stated that he is pleased to see the continual professionalism in all the annual reports. He also commended staff on the Taste of Wheaton and Cosley Run for the Animals. He asked Executive Director Benard if he thought we should continue to do the Paws for Breakfast. Benard thought we should he thought it was a nice gesture to offer to the volunteers, and that the Cosley Foundation does fund the breakfast. Commissioner Mee also commended Director of Marketing Margie Wilhelmi on the texting program.

Commissioner Hodgkinson stated that she is impressed with the reports and the Taste of Wheaton.

Commissioner Luetkehans stated that after reading on page 89 related to the Central Athletic Center priorities it sold him on athletic turf and dividers. He thought that once the basketball program has enough money to do it they should get it done.

Commissioner VanderSchaaf thought that we need to let people know when we make changes based on their suggestions. Director of Recreation Mary Beth Cleary stated that we could do an email blast announcing it. Commissioner Luetkehans recommends doing it right after a program and not in one large document with many programs/events on them. Commissioner VanderSchaaf asked about flooding charges to the district. Executive Director Benard stated that we have claims into FEMA and PDRMA for expenses related to the flood. He will send the board a report on these figures.

BOARD SUBCOMMITTEE REPORTS / DISCUSSION

Executive Director Benard stated that The Buildings and Grounds and Finance Subcommittee meetings will both be noticed in the future.

CLOSED SESSION

None

ADJOURNMENT

At 7:40 p.m., Commissioner Luetkehans moved to adjourn the meeting. Commissioner Morrill seconded. Motion passed by voice vote.



Wheaton Park District

**Wheaton Park District Board of Commissioners Meeting
Wednesday July 17, 2013 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois**

CALL TO ORDER – President Kelly called the meeting to order at 7:00 pm. Commissioners Hodgkinson, Mee, Morrill, Schobel VanderSchaaf and were present.

Commissioner Luetkehans was absent.

PRESENTATIONS

Johann van Nispen Eagle Scout Candidate – Cosley Zoo Amphitheater Planting Project

This project created landscaped areas surrounding the amphitheater at Cosley Zoo. It was necessary to develop a design, solicit donations of plants from local nurseries, and organize volunteers to install the design. These plantings will be enjoyed by zoo visitors for many years to come.

COMMUNITY INPUT

None

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$1,798,939.27 for the period beginning June 12, 2013 and ending July 9, 2013.
- B. Approval of Board Meeting Minutes from June 19, 2013

Commissioner Morrill moved to approve the Consent Agenda as presented.
Commissioner Schobel seconded. Motion passed by voice vote.

President Kelly stated that the June 3rd workshop meeting minutes will be provided at the August meeting.

UNFINISHED BUSINESS

- 1. Ordinance Number 2013-03 Authorizing an Intergovernmental Agreement for Lease, Construction, Recreational Use and Maintenance of Synthetic Turf Fields Between Wheaton Warrenville Community Unit School District No. 200 and the Wheaton Park District.

Commissioner Mee moved to approve Ordinance Number 2013-03 Authorizing an Intergovernmental Agreement for Lease, Construction, Recreational Use and Maintenance of Synthetic Turf Fields Between Wheaton Warrenville Community Unit School District No. 200 and the Wheaton Park District as presented. Commissioner Morrill seconded.

Commissioner VanderSchaaf stated that she doesn't think we should spend money on property that the district doesn't own. She believes we need to conserve funds for future planning. Commissioner Mee stated that there are a lot of programs in Graf Park he thinks it's a good move to put a synthetic turf field there. He stated that hopefully we will look at Central Athletic Center in the future for one also. Commissioner Morrill agreed with Commissioner Mee and stated that the land is owned by the tax payers either way and a synthetic turf field would be a benefit to the community.

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, Schobel, Kelly

Nays: VanderSchaaf

2. Buildings and Grounds Subcommittee - Central Athletic Center Development Update and Approval of Change Orders(s)

President Kelly stated that Bergen completed the work that was time sensitive for Bradford's progress on Mariano's. There is a small amount of paving left, and we are reviewing an additional payment claim they have in for the sidewalk work. There are no new change orders pending.

3. Buildings and Grounds Subcommittee – Seven Gables Pathway Replacement Project Update & Action on Resolution 2013-07 Agreement with Surety Company.
Commissioner Mee moved to approve Resolution 2013-07 Authorizing an Agreement with Western Surety Company. Commissioner Hodgkinson seconded.

President Kelly stated that we need to approve this resolution to move forward with the Surety Company for the delayed seven gables pathway project. There will be no additional costs to the district beyond the original contract.

Motion passed by roll call vote.

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

Nays: None

NEW BUSINESS

1. Bid Results and Recommendation – Garden Park Development at the Southeast Corner of Main Street and Roosevelt Road. Commissioner Mee moved to approve the proposal and alternate B from Great Lakes Landscaping Company in the amount of \$249,881.10. Commissioner Morrill seconded. Motion passed by roll call vote.

President Kelly stated that the Buildings and Grounds Subcommittee did not meet on this yet. However, the Subcommittee spoke with staff and asked how we could stay in the \$200,000 line item budget for Phase One of Gateway Gardens. President Kelly did not recommend spending the additional \$5,000 to expedite the project at this time; he

suggested that the board approve the contract tonight and then the Buildings and Grounds Subcommittee and Staff can get value engineering prices and have those cost cutting figures at the next meeting.

Commissioner Mee moved to amend his motion to eliminate alternate B. Commissioner Morrill seconded.

Motion passed by roll call vote.

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

Nays: None

2. Bid Results and Recommendation – Lincoln Marsh Teams & Ropes Course Replacement Project.

Commissioner Morrill moved to approve the Experiential Systems, Inc. bid of \$71,250 for upgrades to Lincoln Marsh Teams and Ropes Course. Commissioner Schobel seconded.

Motion passed by roll call vote.

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

Nays: None

3. Bid Results and Recommendation – Unitary Surface for Rathje Park Playground

Commissioner Mee moved to approve the base bid and voluntary alternate from Surface America in the amount of \$43,978.60 to perform the installation of unitary playground safety surfacing material at Rathje playground. Commissioner Schobel seconded.

Executive Director Benard suggested that the board accept the base bid only in the amount of \$43,978.60. Staff will provide the Buildings and Grounds Subcommittee more information on the binder; whether or not they think we should spend the money on it. The Subcommittee will let the board know at a future meeting.

The motion and second was amended to eliminate the voluntary alternate and the Motion passed by roll call vote

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

Nays: None

4. Resolution 2013-06 Renewal of Lease Agreement with School District 89 for Scottsdale Park

Commissioner Morrill moved to approve Resolution 2013-06 Renewal of Lease Agreement with School District 89 for Scottsdale Park as presented. Commissioner Hodgkinson seconded.

Motion passed by roll call vote

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

Nays: None

5. Ordinance Number 2013-04 Authorizing an Intergovernmental Agreement Between County of DuPage, Illinois and the Wheaton Park District for the Cosley Zoo and Prairie Avenue Parking Lot Permeable Paver Water Quality Improvement Project.

Commissioner Mee moved to approve Ordinance Number 2013-04 Authorizing an Intergovernmental Agreement Between County of DuPage, Illinois and the Wheaton Park District for the Cosley Zoo and Prairie Avenue Parking Lot Permeable Paver Water Quality Improvement Project. Commissioner Morrill seconded.

No discussion.

Motion passed by roll call vote

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

Nays: None

6. Ordinance Number 2013-05 Adopting Prevailing Wage Rates to be Paid to Laborers, Mechanics and Other Workers Performing Construction of Public Works for the Wheaton Park District

Commissioner Morrill moved to approve Ordinance Number 2013-05 Adopting Prevailing Wage Rates to be Paid to Laborers, Mechanics and Other Workers Performing Construction of Public Works for the Wheaton Park District Commissioner Hodgkinson seconded.

Commissioner Hodgkinson stated that the backup from legal counsel for this housekeeping item seemed excessive. Commissioner VanderSchaaf stated that the Policy Subcommittee needs to include the information on page six regarding the record retention time lines, into the Records Retention Policy.

Motion passed by roll call vote

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

Nays: None

7. Approval to Release Bids for the Installation of Synthetic Turf in the Upper Gym of the Central Athletic Center

Commissioner Morrill moved to allow staff to go to bid now and if the board approves, start construction in fall to be able to start using the field January 1, 2014. Commissioner Mee seconded.

Commissioner VanderSchaaf asked about additional rental money that can be generated by the synthetic turf. Brad Keene stated that a lot of neighboring towns don't have synthetic turf and that they are always looking for them as we currently do. These fields are in high demand sometimes forcing teams to practice late at night. We would generate money by charging extra for use of this indoor field. President Kelly is pleased to see that we are spending the money that we have been charging the families for future projects for these programs.

Motion passed by voice vote.

8. Approval to Release Bids for the Installation of Dividers in the Main Gym and Kale Gym of the Central Athletic Center.

Commissioner Morrill moved to allow staff to go to bid now and if the board approves, start construction in early fall. Commissioner Hodgkinson seconded.

Benard stated that the bid specs would include two options on divider curtain type.

Motion passed by voice vote.

9. Approval to Release Bids on the Arrowhead Restroom Project –

Commissioner Mee moved to allow staff to release a bid for two restrooms, one serving the west course and one serving the east and south courses. Commissioner Schobel seconded.

Clarification was requested. Director of Planning Rob Sperl stated this project was made possible through a state grant for \$175,000. Bad soil was found at the location on the west course so there is a need to run the utilities to the Maintenance building rather than use a septic field. This change will exceed the budgeted amount for the west course project. The east and south project will require a new well and pump to be installed as opposed to the original plan to use the existing well and pump that also serves the residence. This addition will exceed budgeted amount for the east and south courses.

The Arrowhead Subcommittee (Mee and Schobel) has recommended that staff put both projects out to bid and allow the board to make a decision on one or two restrooms based on the results.

President Kelly clarified with Sperl that staff checked with the granting authority regarding a possible change of installing only one restroom facility. Sperl stated that was correct.

Motion passed by voice vote.

10. Approval to Allow the Sale and Consumption of Beer and Wine in Memorial Park on September 21, 2013 during Wheaton Wine & Cultural Arts Festival to be hosted by the Wheaton Park District and the Downtown Wheaton Association

Commissioner Hodgkinson moved to approve serving beer and wine in Memorial Park for the 2013 Wheaton Wine & Cultural Arts Festival September 21, 2013, from 11 a.m. to 6 p.m. Commissioner Mee seconded. Motion passed by voice vote.

Commissioner VanderSchaaf asked what this event was. Executive Director Benard stated it was a new partnership with the Downtown Wheaton Association. It will be similar to Brew Fest but will feature wine tasting and the Dupage Art League will be involved.

11. Records Retention Policy for the Wheaton Park District

Commissioner Hodgkinson moved to table the Records Retention Policy for the Wheaton Park District. Commissioner VanderSchaaf seconded. Motion passed by voice vote.

President Kelly stated that the policy will be sent to the Policy Review Subcommittee for further work.

12. Approval to Name the Historic Train Station at Cosley Zoo in Honor of the Late Jerry Douglas

Commissioner Schobel moved to approve naming the Historic Train Station at Cosley Zoo in honor of the late Jerry Douglas. Commissioner Morrill seconded.

President Kelly stated that there is a 30 day waiting period in the Naming Policy and that the waiting period would start today. We will ratify this at the August meeting. Commissioner Hodgkinson thought this was a wonderful idea naming that train station after Jerry.

Motion passed by voice vote.

12. Professional Services Contract – Engineering for Elliot Lake Shoreline Restoration

Commissioner Morrill moved to approve the proposal for Elliot Lake Civil Engineering from Engineering Resources Associates in the amount of \$35,000. Commissioner Mee seconded.

No discussion.

Motion passed by roll call vote

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

Nays: None

13. Full Time Position Vacancy Parks Plus Fitness Center Manager

Commissioner Morrill moved to approve filling the full time Parks Plus Fitness Center Manager position. Commissioner Mee seconded.

No discussion.

Motion passed by voice vote.

REPORTS FROM STAFF & COMMISSIONER COMMENTS

Commissioner Mee commended staff on the July 3rd and July 4th events. He was pleased to see the revenue increase at the zoo. He commended the zoo staff on receiving the grant for the Blanding's Turtles.

Commissioner Hodgkinson congratulated Director of Marketing Margie Wilhelmi and her staff on the Glancer Magazine award on the golf course and Museum. She congratulated Aquatics Manager Wendy Russell and her staff on a job well done at the pools and for the 25th anniversary of Rice Pool. Commissioner Hodgkinson thought that since we are hosting so many special events in Memorial Park that we should be considering updating the band shell at some point in the future.

President Kelly stated that a resident addressed the board at the June meeting regarding safety issues at the Taste of Wheaton. President Kelly followed up with Police Chief Field on the concern. Chief Field said that they had no problems with safety at the event and that the park district handled everything in compliance with the police department.

CLOSED SESSION

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

- a. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees, 5ILCS 120/2 (c) (1)
- b. Purchase or Lease of Real Property, 5ILCS 120/2 (c) (5)

Commissioner Morrill seconded. Motion passed by roll call vote.

ADJOURNMENT

At 8:07 p.m., Commissioner Schobel moved to adjourn the meeting. Commissioner Mee seconded. Motion passed by voice vote.



Wheaton Park District

Wheaton Park District Board of Commissioners Meeting

Wednesday August 21, 2013 7:00 p.m.

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

CALL TO ORDER – President Kelly called the meeting to order at 7:00 pm. Commissioners Hodgkinson, Mee, Morrill, and Schobel were present.

Commissioners Luetkehans and VanderSchaaf were absent.

COMMUNITY INPUT

None

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$1,766,180.80 for the period beginning July 10, 2013 and ending August 13, 2013.
- ~~B. Approval of June 3, 2013 Workshop Meeting Minutes~~
- C. Approval of July 17, 2013 Minutes

Commissioner Mee moved to approve the Consent Agenda striking Item B, the June 3, 2013 Workshop Meeting Minutes. They will be presented at the September meeting. Commissioner Morrill seconded.

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, Schobel, Kelly

Nays: None

UNFINISHED BUSINESS

1. Naming Cosley Zoo Train Station the “Douglas Depot” After the Late Jerry Douglas

Commissioner Morrill moved to approve naming the Train Station at Cosley Zoo after Jerry Douglas. Commissioner Schobel Seconded. Commissioner Morrill said there will be a dedication at the Bobcat Bash on September 19th. Motion passed by voice vote.

2. Buildings and Grounds Update on Ongoing Capital Projects and Approval of Change Orders.

President Kelly reported that the Gateway Gardens contract has been accepted and signed as authorized by the park board. The Buildings and Grounds Subcommittee recommends that the project be completed as specified with no reduction in plantings. Phase one as specified includes elements of Phase 2 which created the misconception that Phase one bids came in over budget. The majority of this phase will be paid for with a member initiative grant from the state. Commissioner Schobel agreed with moving forward with the complete planning plan.

NEW BUSINESS

1. Approval to Fill a Vacant Full Time Position – Athletic Manager

Commissioner Mee moved to approve filling the Vacant Full Time Athletic Manager Position. Commissioner Hodgkinson seconded. Motion passed by roll call vote.

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, Schobel, Kelly

Nays: None

2. Ordinance No. 2013-06 An Ordinance Approving the Disposal or Sale of Personal Property Owned by the Wheaton Park District

Commissioner Schobel moved to approve Ordinance No. 2013-06 An Ordinance Approving the Disposal or Sale of Personal Property Owned by the Wheaton Park District. Commissioner Morrill seconded. Motion passed by roll call vote.

Commissioner Mee asked how we will dispose of the computer equipment. Executive Director Benard stated we typically offer it to a local not for profit for use in community support programs county wide. Benard stated that most of the equipment is obsolete to the point of being garbage and will most likely be recycled. Commissioner Schobel stated that although a lot of the equipment was old, staff should look into a program for seniors that might want it. He thought staff could contact the health department to inquire about this.

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, Schobel, Kelly

Nays: None

3. Bid Results and Recommendation – Asphalt Parking Lots at Seven Gables and Atten Parks. Portions of Asphalt Cart Path at Arrowhead Golf Club.

Commissioner Morrill moved to accept the bids from Abbey Paving in the amount of \$495,000 to perform the replacement of parking lots and roads at Seven Gables and Atten Parks. Commissioner Mee seconded.

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, Schobel, Kelly

Nays: None

After much discussion and on a recommendation from the Buildings and Grounds Subcommittee it was decided to add a \$50,000 contingency which would be primarily be used in the likely event that poor soils are encountered. Commissioner Morrill moved to amend his motion to include a \$50,000 contingency. Commissioner Mee seconded.

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, Schobel, Kelly

Nays: None

4. Bid Results and Recommendation – Roof Replacement Northside Pool Building

Commissioner Mee moved to accept the All American Roofing, Inc. bid of \$68,900 a \$7,000 contingency and \$1,040 for IRCA supervision. Commissioner Morrill seconded.

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, Schobel, Kelly

Nays: None

5. Bid Results and Recommendation – Roof Replacement Old Hubble Building

Commissioner Mee moved to accept the All American Roofing, Inc. bid of \$497,500, a \$50,000 contingency and \$14,560 for construction supervision by IRCA. Commissioner Morrill seconded.

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, Schobel, Kelly

Nays: None

On the recommendation from the Buildings and Grounds Subcommittee Commissioner Mee amended his motion to accept a \$25,000 contingency instead of \$50,000. Commissioner Morrill seconded.

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, Schobel, Kelly

Nays: None

6. Approval to Engage the city of Wheaton Public Information Department for Digital recording Services for Park District Board Meetings

Commissioner Morrill moved to allow staff to engage the City of Wheaton's Communication Department to record and broadcast park board meetings. Not to exceed \$5,000 annually. Commissioner Mee seconded. Motion passed by roll call vote.

Commissioner Schobel didn't think it was a good use of money to have the district record the meetings. President Kelly thought that if we are going to record the meetings we should have a better audio quality then in the past. Commissioners Mee and Morrill both thought it was important that we record the meetings.

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, Kelly

Nays: Schobel

- **REPORTS FROM STAFF**

Executive Director Benard congratulated Arrowhead's Intern Tom Shimko for a job well done. He wished him well in his future endeavors.

Executive Director Benard stated that on Saturday September 21st the park district is partnering with the Downtown Wheaton Association for a Wine and Cultural Arts Festival. The park district is also partnering with Wheaton College to present Shakespeare in the Park this weekend. Benard thanked Greg Bizarro at Jaffee Productions for helping with this event and for also helping us with videotaping the board meetings since our videographer resigned two months ago.

Commissioner Schobel commented on the excellent article on Cosley Zoo in the Daily Herald. Commissioner Schobel also asked about the schedule on the restrooms at Arrowhead. Commissioner Benard stated that the project will be started this fall and be completed in the spring. Commissioner Schobel also stated that Superintendent of Golf Justin Kirtland and his crew were doing a great job of removing the buckthorn around the east but would like to see more removed.

Commissioner Morrill complimented staff on the many partnerships they have developed over the years. He also thought that our relationship with the city and the school district was better now than it has ever been.

Commissioner Mee commended the zoo on increasing their revenue. He also commended the Museum on increasing their attendance. He thought that Brewfest was great and that the Cosley Classic was well done.

Commissioner Hodgkinson congratulated Director of Planning Rob Sperl on the work he does for the district. She commended him for his diligence and expertise.

BOARD SUBCOMMITTEE REPORTS / DISCUSSION

None

ADJOURNMENT

At 7:35 p.m., Commissioner Mee moved to adjourn the meeting. Commissioner Schobel seconded. Motion passed by voice vote.



Wheaton Park District

**Wheaton Park District Board of Commissioners Meeting
Wednesday September 18, 2013 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois**

CALL TO ORDER – President Kelly called the meeting to order at 7:00 pm. Commissioners Hodgkinson, Luetkehans, Mee, Morrill, Schobel VanderSchaaf and were present.

COMMUNITY INPUT

None

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$1,086,199.31 for the period beginning August 14, 2013 and ending September 9, 2013.
- B. Approval of the August 21, 2013 Minutes

Commissioner Mee moved to approve the Consent Agenda with a correction to Unfinished Business 1 indicating that Commissioner Schobel was the second on that motion. Commissioner Morrill seconded. Motion passed by voice vote.

UNFINISHED BUSINESS

None

NEW BUSINESS

- 1. Approval for Commissioner Attendance to the National Recreation and Parks Association Educational Conference and Exposition at a cost not to exceed \$2,300**
Commissioner Morrill moved to approve Commissioner Attendance to the National Recreation and Parks Association Educational Conference and Exposition at a cost not to exceed \$2,300 Commissioner Mee seconded. No discussion.

Motion passed by roll call vote.

Ayes: Hodgkinson, Luetkehans, Mee, Morrill, Schobel VanderSchaaf, Kelly

Nays: None

- 2. Approval to Fill a Vacant Full Time Position – Athletic Supervisor**
Commissioner Morrill moved to approve filling the vacant full time Athletic Supervisor position. Commissioner Mee seconded.

Executive Director Benard stated that this is an exempt position. Commissioner Morrill questioned why the board was approving this position. Commissioner Luetkehans stated that any full time position has to be evaluated by the board before it is reinstated.

Commissioner VanderSchaaf asked where this position fit in. Athletic Director Brad Keene stated that this position falls under his supervision. This position has hundreds of part time staff and volunteers that report to them.

Motion passed by roll call vote.

Ayes: Hodgkinson, Luetkehans, Mee, Morrill, Schobel VanderSchaaf, Kelly

Nays: None

3. Bid Results and Recommendation - Program Guides 2014 Printing

Commissioner Luetkehans moved to accept the bid from The Strathmore Company for the printing of the 2014 program guides and Camps & Aquatics program guide in the amount of \$114,935. Commissioner Hodgkinson seconded.

Commissioner VanderSchaaf stated that we need to start thinking more digital and less print; we need to get serious with our online format. Executive Director Benard stated that 70% of registration is now done online. President Kelly stated that although 70% are registering online he didn't feel that 70% are not still using the book. He asked staff to provide a report showing different options, and then one of the subcommittees can review it.

Motion passed by roll call vote.

Ayes: Hodgkinson, Luetkehans, Mee, Morrill, Schobel VanderSchaaf, Kelly

Nays: None

4. Approval Records Retention Policy

Commissioner Luetkehans moved to approve the Records Retention Policy as presented. Commissioner Schobel seconded. Motion passed by voice vote.

5. Discussion Item - Wheaton Sanitary District North Interceptor – Request for Abandonment, Reconfiguration and New Easements on Park District Property

Director of Planning Rob Sperl gave an explanation of the Interceptor lines.

Commissioner VanderSchaaf asked if we are obligated to do this since it crosses over our land. Commissioner Luetkehans stated we were not obligated but they probably have easements that go over our land but we could say no to new easements. This would be something we could sell to them.

Executive Director Benard stated he was seeking approval to send the draft response letter that was included in the packet to the Wheaton Sanitary District on behalf of the Park District and that there were no formal commitments at this time. All agreed he could do this.

6. Discussion Item - Amendment to Employee Classifications

Executive Director Benard stated that one of his concerns about the large employer mandate of the ACA, which will be in effect in January of 2015, is that we could have many part time employees that move in and out of insurance eligibility creating onerous financial burden for the District. He stated that at a future Board meeting and after discussing the matter with legal counsel, he planned to recommend a change to the employee classification section of the personnel policies reflecting that the district only employees only two classifications Full Time and Part Time/Seasonal under 1540 hours.

Commissioner Hodgkinson asked if someone would be supervising so that the part time people don't reach that range. Finance Director Rita Trainor stated that on every payroll basis part time employees hours will be shared with all the Department Heads so that they know how many hours that employee has worked already. Further discussion on this matter will take place.

7. **Discussion Item - Amendment to Fund Balance Reserve Policy – Arrowhead Golf Club**

Commissioner Luetkehans moved to table the Amendment to Fund Balance Reserve Policy – Arrowhead Golf Club. Commissioner Mee seconded. Motion passed by voice vote.

8. **2014 Budget Proposal Draft – Begin 30 day Public Review**

Commissioner Morrill moved to begin the 30 day public review of the 2014 Budget Proposal Draft. Commissioner Schobel seconded. Motion passed by voice vote.

• **REPORTS FROM STAFF**

Annual Report – Leisure Center 2012

President Kelly was pleased to see that the attendance went back up. Leisure Center Manager Linda Dolan stated that more people are attending. The extended trips are gaining but are not near where they were in 2009, however the day trips have gained popularity. Commissioner Mee also commended Linda and her staff on her revenue being up. Commissioner Morrill commended Linda on a good report. He asked Executive Director Benard if the annual reports could be timelier. Benard stated that they are spread out over the year because the board requested that we do that so that there weren't so many to read at once. The rest of the board stated that they wanted to continue doing it spread out over the year. Commissioner Luetkehans suggested that the annual reports are put on our website. Benard stated we would start doing this.

STAFF REPORTS / DISCUSSION

Commissioner Morrill announced that the Bobcat Bash is tomorrow night and that they will be dedicating the train station to Jerry Douglas; and the Sensory Garden ground breaking will be on September 28th at 12:00 pm.

Commissioner Schobel stated that they had a divot party last night and 15 people attended. In the future he would like to see staff promote this better so that they could get more done.

Commissioner Mee commended staff on the significant gross sales increase at Parks Plus Fitness Center. He also liked that the refund policy is now on the receipts.

Commissioner Hodgkinson stated that the American Institute of Park Executives played at Arrowhead on Wednesday and were very impressed with the golf course and restaurant. She also thought Shakespeare in the Park was excellent.

ADJOURNMENT

At 7:40 p.m., Commissioner Luetkehans moved to adjourn the meeting. Commissioner Mee seconded. Motion passed by voice vote.



Wheaton Park District

**Wheaton Park District Board of Commissioners Budget Workshop Meeting
Minutes
Saturday October 5, 2013, 10:00 a.m.
Community Center, 1777 S. Blanchard Red.
Wheaton, Illinois**

CALL TO ORDER

President Kelly called the October 5, 2013 budget workshop meeting of the Wheaton Park District Board of Commissioners to order at 10:05 a.m.

Roll call was taken and the following Commissioners were Present: Hodgkinson, Luetkehans, Mee and Morrill. Commissioner Schobel arrived shortly after the meeting came to order.

Commissioner VanderSchaaf was absent.

President Kelly stated the Workshop Meeting was called because the Board needed more time to review and discuss the items being contemplated.

DISCUSSION ITEMS

CAPITAL BUDGET

Page 68

President Kelly asked if we are buying multiple generators. Executive Director Benard stated that it was only one portable generator.

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Two Car Garage

President Kelly asked about the two car garage. Staff stated that Baseball/Softball boards will reimburse this expense from a lump sum from their capital cash carry over.

Brighton Park

Commissioner Luetkehans wanted to know what we are doing at Brighton Park for \$120,000. He doesn't agree with this dollar amount. He doesn't think we should be replacing parks just because they are up for replacement if they are still in good condition. Commissioner Morrill asked if we could do partial replacements to parks. Director of Parks & Planning Bower stated that yes we could. President Kelly didn't think doing partial replacements was a good idea, because then we will constantly be doing partial replacements. President Kelly thought we should leave this in the budget but have staff report back in greater detail on the condition of the Brighton Park Playground.

Cosley Zoo

Commissioner Morrill asked if the coyote fence expense is being reimbursed by the foundation. Benard answered yes.

Director of Special Facilities Andy Bendy stated that the dumbwaiter at Cosley needs work done to it or needs to be replaced. He also stated that the Cosley Foundation might pay for part of the coyote viewing deck. We are also seeking donations from several home improvement stores for materials for this project.

Commissioners Luetkehans and Schobel said they are not in favor of spending \$20,000 for an arch sign at Cosley. Commissioner Luetkehans doesn't think this is a capital project and should be in Cosley's operating budget. Executive Director Benard stated that the \$20,000 line item for the arch will be removed. All others will stay.

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Elliot Lake

Commissioner Schobel asked if this figure was solid. Executive Director Benard stated it was. This is for the shoreline stabilization adjacent to Wheaton Oaks and the side street. It was decided this line item would remain in the budget.

Lincoln Marsh Boardwalk

Commissioner Luetkehans asked about the Marsh boardwalk repairs. Parks and Planning Director Larry Bower stated this is for phase two.

Northside Filters

President Kelly asked if we're refurbishing filters at Northside. Bower replied yes.

Pool Sound Systems

Commissioner Hodgkinson commented that she thought the sound system at Rice Pool was worse than the sound system at Northside. Bower replied they have done work to both systems. Director of Special Facilities Andy Bendy stated that the system at Rice was replaced.

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Rathje Shoreline and Bridge Replacement

Executive Director Benard stated that the 150,000 in the 2014 budget is an estimated amount for engineering. Director of Parks and Planning Bower stated that the shoreline and bridge need attention. The gabion baskets are failing there.

Hull

Commissioner Luetkehans asked why we are paying \$120,000 for a playground that isn't getting used that much. He is not in favor of spending \$120,000 on every park that needs to be replaced. After much discussion on surfacing and equipment, the board decided it was not necessary to break down all figures on playgrounds. Commissioner Luetkehans stated that it was ok to leave park replacements at \$120,000 but staff will have to provide justification for each playground that is built.

Restrooms at Arrowhead

Commissioner Schobel asked if we are building only one this year, and how close are we on moving on this. Director of Planning Rob Sperl stated we are only doing one this year and it will probably be finished in the spring.

Gym Divider Curtains

Commissioner Luetkehans asked why the gym divider curtain is \$68,000. Executive Director Benard thought it was a typographical error. Commissioner Morrill thought it could possibly be three curtains. The item will be checked.

Ductwork Smoke Detectors

Commissioner Schobel thought that \$9,000 is high for ductwork smoke detectors.

HVAC

Staff puts a figure in here annually. We will replace the chiller in 2014; there is \$50,000 in there for a cooling tower. President Kelly wanted to know the next time Trane was coming out to look at these at the Community Center.

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Women's Locker Room

Staff stated that we receive lots of complaints that this needs to be done. It was one of the common complaints from the focus groups.

Piano

Commissioner Luetkehans asked what the piano was for. Director of Recreation Mary Beth Cleary stated that the current piano is very old and used often and is in need of replacement.

Cabanas

Commissioner Morrill asked if we are renting out the cabanas. Staff stated that we would. Commissioner Luetkehans stated that he would like to see a business plan on the cabanas.

Furniture

Commissioner Schobel asked what the furniture is for. Director of Recreation Mary Beth Cleary stated it was for the Community Center lobby.

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Danada South

Director of Recreation Mary Beth Cleary recommended taking this line item out.

Museum

Commissioner Luetkehans asked why \$125,000 for the damaged faux wood and walls are in 2013, he asked that they be moved to 2014.

Prairie

Commissioner Schobel offered to look at the report that staff writes for the burglar alarm at Prairie.

After much discussion it was decided that the \$75,000 will remain in the budget for a generator for now. Executive Director Benard stated staff will get specifications for a portable generator that can be used at Northside or Prairie. Commissioner Luetkehans stated that leased space usually doesn't have a backup generator, so staff should just be concerned with the park district's side of the building.

Blanchard House

Commissioner Morrill asked why we are waiting until 2017 to knock down Blanchard? Executive Director Benard stated that we are hoping to find a grant for demolition and wanted to give staff some time. Benard reminded the board that the district is not incurring any costs for this building; all utilities have been shut off.

OPERATING BUDGET

Commissioner Morrill had questions on the operating budget but he will just send them to staff to answer as not to waste everyone's time.

Commissioner Morrill asked if the 2% staff raises are in the budget. Executive Director Benard stated they are. Morrill also commented that this will be included in the health insurance discussion the board will have in the near future.

President Kelly discussed the health care sheet briefly. He stated that we increased the budget to \$1,749,000 as a worst case scenario for right now.

ARROWHEAD BUDGET

Executive Director Benard recommends sending a percentage of Arrowhead's profit to different funds. Commissioner Luetkehans agreed, he thought that a percentage has to go back into Arrowhead's capital projects and a percentage needs to go back to the district for bonds, etc. Commissioner Schobel agreed. Staff will provide the board with a response to this.

Commissioner Schobel was not pleased with the school district not paying for the high school golf leagues that play at Arrowhead. He was also not pleased that they bring in their own food too. Commissioner Mee thought that they should be paying something for the use of Arrowhead. President Kelly stated that St. Francis is no longer playing at Arrowhead. They are now playing at Cantigny and are paying to play there. Commissioner Morrill, Hodgkinson and President Kelly don't mind that the school district isn't paying. Commissioner Mee thought maybe it was time to update the IGA with the school district. Executive Director Benard stated he will talk to School District Superintendent Brian Harris about this. President Kelly would like to see a report on what we do for the school district, he would also like to see the IGA and a list of what we want re-written in the IGA.

HEALTH INSURANCE

President Kelly told the board that current employees have been contributing a percentage of their salary for health insurance regardless of which plan they pick. The district is looking at having employees pay for a percentage of the plan that they pick, instead of just a percentage of their salary.

Commissioner Schobel asked if PDRMA has HSA accounts. Finance Director Rita Trainor said they do not. Commissioner Mee thought that staff should be looking into HSA's.

Commissioner Luetkehans stated that his company gave their employees a \$2,500 raise to cover their deductibles.

President Kelly thought that we need a small committee to work with staff and to have a few meetings with staff before we have our next workshop meeting on healthcare. President Kelly

thought that we should look at giving employees an incentive to turn down our healthcare plan if they have an option of being on their spouses' plan.

Commissioner Luetkehans thought that we would have to increase percentages or this probably won't be a one-time increase. It maybe something we need to gradually slide into, an incremental change.

ADJOURNMENT

At 11:15 a.m. Commissioner Luetkehans moved to adjourn the meeting. Commissioner Mee seconded. Motion passed by voice vote.



Wheaton Park District

**Wheaton Park District Board of Commissioners Meeting
Wednesday October 16, 2013 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois**

CALL TO ORDER – President Kelly called the meeting to order at 7:00 pm. Commissioners Luetkehans, Mee, Morrill, Schobel VanderSchaaf and were present.

Commissioner Hodgkinson was absent.

COMMUNITY INPUT

None

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$1,114,245.11 for the period beginning September 11, 2013 and ending September 29, 2013.
- ~~B. Approval of the June 3, 2013 Workshop Minutes~~
- ~~C. Approval of the September 18, 2013 Minutes~~

Commissioner Mee moved to approve the Consent Agenda item A only. Commissioner Morrill seconded. Motion passed by voice vote.

UNFINISHED BUSINESS

- 1. Buildings and Grounds Subcommittee – Update on Current Projects/Request for Change Order Approval.

President Kelly stated that the contractor started work on Central Gardens. Director of Planning Rob Sperl stated that there was three to four weeks of work left depending on the weather.

NEW BUSINESS

1. 2013-08 Resolution Authorizing the Estimate of Annual Aggregate Levy

Commissioner Luetkehans moved to approve Resolution 2013-08 Authorizing the Estimate of Annual Aggregate Levy. Commissioner Schobel seconded.
No Discussion.

Motion passed by roll call vote.

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

Nays: None

2. Bid Results and Recommendation – Arrowhead Banquet and Restaurant Food Products

Commissioner Mee moved to accept the 2013 Food Supply bids as recommended by staff. Commissioner Morrill seconded.

Commissioner Morrill stated that he appreciates staff's hard work on this. Commissioner Mee asked if there was any down side to doing the bidding this way. Chef Alan Pirhofer stated that with the research that we do we're confident we'll be on the winning side.

Motion passed by roll call vote.

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

Nays: None

3. Bid Results and Recommendation – Fence Replacement at Various Parks

Commissioner Mee moved to accept the bids from the four contractors that staff recommended. Commissioner Luetkehans seconded.

Commissioner VanderSchaaf asked if we are going with any gate options at Graf. Park Planner Steve Hinchee stated that the gate is the option of the homeowner at their own expense if they already have an existing gate. Commissioner Luetkehans stated that they should pay regardless if they have an existing gate or not. All agreed with Commissioner Luetkehans.

Motion passed by roll call vote.

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

Nays: None

4. Bid Results and Recommendation – Golf Course Chemicals

Commissioner Mee moved to approve the Golf Course Chemical Bids as presented. Commissioner Morrill seconded.

No Discussion

Motion passed by roll call vote.

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

Nays: None

5. Recommendation – 2014 Pool Fees

Commissioner Luetkehans moved to approve the 2014 Pool Pass Rates & 2014 Daily General Admission Fees to \$1.00 per person resident and nonresident. Commissioner Mee seconded.

Commissioner VanderSchaaf asked when we are going to do significant changes to the pool. Executive Director Benard stated that it is in the budget but is a long term project. Commissioner VanderSchaaf thought that we should wait to do a larger increase when we do significant improvements to the pool.

Motion passed by roll call vote.

Ayes: Luetkehans, Mee, Morrill, Schobel, Kelly

Nays: VanderSchaaf

6. Recommendation to fill a vacant Full Time Position – Pool Technician.

Commissioner Morrill moved to approve filling the vacant Pool Technician Position. Commissioner Mee seconded. Motion passed by voice vote.

No Discussion

7. Amendment to Lease Agreement/Intergovernmental Agreement with the Forest Preserve District of DuPage County for Lucent East/Danada South

Commissioner Morrill moved to approve Ordinance 2013-07 An Ordinance requesting the Transfer of Property from the Forest Preserve District of DuPage County. Commissioner Mee seconded.

Commissioner Mee asked Executive Director Benard about the \$9,380.87 maintenance fee. Benard stated that when the original IGA was signed in 2007 the fee was \$7,000 and it has a 5% bump on an annual basis. Commissioner Luetkehans and President Kelly did not like the 5% bump and the 5 year right to terminate since we are putting up to two million dollars onto this property. He believes we should have a discussion with the Forest Preserve District about it. Benard said he would speak to them. President Kelly would like to tie the maintenance fee to the CPI. Commissioner VanderSchaaf asked if the 25 years gets reset now. Benard stated it did.

Commissioner Luetkehans moved to table Ordinance 2013-07, Ordinance 2013-08 and Ordinance 2013-09 and bring them back to the November meeting. Commissioner Mee seconded. Motion passed by voice vote.

8. Funding and Reimbursement Agreement between Wheaton Park District and the Play for All Foundation.

Commissioner Mee moved to table the Funding and Reimbursement Agreement between the Wheaton Park District and the Play for All Foundation. Commissioner Luetkehans seconded. Motion passed by voice vote.

9. 2nd Amendment to Lease Agreement with School District 89 for Scotdale Park.

Commissioner Morrill moved to approve Resolution 2013-09 The Second Amendment to Lease Agreement with School District 89 for Scotdale Park. Commissioner Mee seconded. Motion passed by voice vote.

No Discussion.

10. Acknowledgement of Commissioner Termination – Community Park Joint Commission

Commissioner Luetkehans moved to table the Termination of the Community Park Joint Commission. Commissioner Mee seconded. Motion passed by voice vote.

11. Adoption of Cooperative Agreement for purchase of Synthetic Turf (Indoor at Old Hubble)

Commissioner Morrill moved to approve the Intergovernmental Cooperative Agreement between the Wheaton Park District and Region 4 for purchase of Synthetic Turf at Old Hubble. Commissioner Mee seconded. Motion passed by voice vote.

Commissioner Luetkehans stated that the memo reads that there are changes still to be made when there isn't. He asked that in the future the attorney's memo shouldn't be written until they know what the board will be looking at.

12. Approval of expenses related to installation of Synthetic Turf (Indoor at Old Hubble)

Commissioner Mee moved to approve a contract with Field Turf USA in the amount of \$59,159.00. Commissioner Morrill seconded.

Motion passed by roll call vote.

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

Nays: None

13. Bid Results and Recommendation – Gym Dividers at Old Hubble.

Commissioner Luetkehans moved to accept the bid from Carroll Seating Company for the Provision and Installation of Roll-Fold Divider Curtain in the Main Gym and the Kale Gym at the Central Athletic Center in the amount of \$14,537.65. Commissioner Morrill seconded.

Motion passed by roll call vote.

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

Nays: None

14. Selection of engineering firm for Synthetic Turf project at Graf Park.

Commissioner Luetkehans moved to allow staff to get a quote from the desired firm. Commissioner Mee seconded. Motion passed by voice vote.

No Discussion

REPORTS FROM STAFF

Commissioner Morrill asked Superintendent of Special Facilities Dan Novak about the Statement of the Issue for pool hours that is mentioned on page 3 of the aquatics annual report. Novak stated that he didn't submit the statement yet since he is still doing research. He will provide it at a future board meeting. Commissioner Morrill asked Director of Parks and Planning Larry Bower about the pool leaks. Bower stated that there were four major leaks and they have already been repaired.

Commissioner Morrill commended Megan Raitt on a good summer camp annual report and was happy to see revenue and attendance up. Raitt believed that attendance and revenue were increased due to her offering one week camps that were more economical. Commissioner VanderSchaaf stated that she would like to see net revenue per camper for next year.

Commissioner Mee asked the Parks Department about the trend of less labor hours compared to last years. Director of Parks and Planning Larry Bower stated that he doesn't have as many long term seasonals as last year. He has 40% less this year. Commissioner Mee asked if this was a strain on his department. Bower stated it was but they are getting the job done.

Commissioner Morrill commended staff on doing the joint purchase of paper with the school district.

BOARD SUBCOMMITTEE REPORTS / DISCUSSION

Commissioner Luetkehans stated that if the Board had any thoughts on the Health Insurance issue give them to staff by Friday.

CLOSED SESSION

None

ADJOURNMENT

At 8:07 p.m., Commissioner Mee moved to adjourn the meeting. Commissioner Luetkehans seconded. Motion passed by voice vote.



Wheaton Park District

MINUTES – BUDGET AND APPROPRIATION HEARING

Wheaton Park District Board of Commissioners

Wednesday, October 16, 2013 7:00 p.m.

City of Wheaton Council Chambers

303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER

President Kelly called the October 16, 2013; 2014 Budget and Appropriation meeting of the Wheaton Park District Board of Commissioners to order at 7:00 p.m. Commissioners Luetkehans, Mee, Morrill, Schobel VanderSchaaf and were present.

Commissioner Hodgkinson was absent.

COMMISSIONER COMMENT

None

PUBLIC COMMENT

None

ADJOURNMENT OR RECESS OF PUBLIC HEARING

At 7:01 p.m. Commissioner Luetkehans moved to recess the Public Hearing on the 2014 Budget and Appropriation to November 20, 2013 at 7:00 pm. Commissioner Mee seconded. Motion passed by voice vote.

Respectfully Submitted

Michael Benard, Secretary



Wheaton Park District

MINUTES – WORKSHOP MEETING

Wheaton Park District Board of Commissioners

October 21, 2013 6:30 p.m.

Community Center 1777 S. Blanchard, Wheaton, Illinois

CALL TO ORDER

President Kelly called the workshop meeting to order at 6:34 p.m. Commissioners Luetkehans, Hodgkinson, and Morrill were also present.

Commissioners Mee, Schobel and VanderSchaaf were absent.

DISCUSSION – Health Insurance Premium Contributions

President Kelly summarized activity and Subcommittee and Staff meetings to date on this matter. Commissioner Luetkehans then provided a brief summary of each of the four options A-D that were developed as a result of previous discussions and subsequently distributed to the Board. The Options are attached as part of the minutes.

The Board reported on which plan or plan attributes they preferred.

Option A – Double the current method of a percentage of gross pay – the Board did not support continuing the current method

Option B – Sliding percentages of premium contributions based on the cost to the district – the Board did not support this option

Option C – Zero or small contribution for employees that choose the less expensive HMO plan. If the employee chooses a PPO, they will pay 50% of the increase in premium between HMO and PPO – the Board present supported an option that included a small contribution for the HMO that may increase over subsequent years.

Option D – Employee pays a percentage of whatever plan they choose - the Board did not support this option

President Kelly requested that Benard and Dept Heads get thoughts from Staff on the preferred option and report back to the Board.

There was discussion of the weather the Board wanted a straight 2% raise for staff across the board or allow for a merit scale from 0-4% using the 2% pool. Members present agreed with the Executive Director that merit was the preferred option.

President Kelly called for the preparation of final options based on this input and stated that hat a special meeting will be held October 30 to formally amend the contribution formula and the issue of straight or merit raises.

At 7:40 p.m. commissioner Hodgkinson moved to adjourn. Morrill seconded. Motion carried via voice vote.

Option A

These are the annual rates and include Health, Dental and EAP

Coverage	\$500 Deductible Annual
PPOsingle	10,830
PPOeespouse	19,649
PPOeechild	13,303
PPOfamily	24,185
HMOsingle	6,649
HMOeespouse	12,541
HMOeechild	9,105
HMOfamily	19,020

These are the two employee contribution scenarios compared below

Coverage	Current Method: % of Gross Earnings	Proposed Method: Double Current Method
PPOsingle	1.25%	2.50%
PPOeespouse	1.50%	3.00%
PPOeechild	1.50%	3.00%
PPOfamily	1.75%	3.50%
HMOsingle	1.25%	2.50%
HMOeespouse	1.50%	3.00%
HMOeechild	1.50%	3.00%
HMOfamily	1.75%	3.50%

The current method is employee pays a % of their income based upon the level of coverage they elect.

They pay no more to be in the more expensive plan (PPO) than to be in the less expensive (HMO) plan.

The "Double Current Method" is literally that, it simply doubles the employee contribution %s from the current levels.

\$500 Deductible	\$40,000 Compensation			\$60,000 Compensation			\$80,000 Compensation			\$100,000 Compensation		
Coverage	Current Method	Proposed Method	Employee Hit	Current Method	Proposed Method	Employee Hit	Current Method	Proposed Method	Employee Hit	Current Method	Proposed Method	Employee Hit
PPOsingle	500	1,000	(500)	750	1,500	(750)	1,000	2,000	(1,000)	1,250	2,500	(1,250)
PPOeespouse	600	1,200	(600)	900	1,800	(900)	1,200	2,400	(1,200)	1,500	3,000	(1,500)
PPOeechild	600	1,200	(600)	900	1,800	(900)	1,200	2,400	(1,200)	1,500	3,000	(1,500)
PPOfamily	700	1,400	(700)	1,050	2,100	(1,050)	1,400	2,800	(1,400)	1,750	3,500	(1,750)
HMOsingle	500	1,000	(500)	750	1,500	(750)	1,000	2,000	(1,000)	1,250	2,500	(1,250)
HMOeespouse	600	1,200	(600)	900	1,800	(900)	1,200	2,400	(1,200)	1,500	3,000	(1,500)
HMOeechild	600	1,200	(600)	900	1,800	(900)	1,200	2,400	(1,200)	1,500	3,000	(1,500)
HMOfamily	700	1,400	(700)	1,050	2,100	(1,050)	1,400	2,800	(1,400)	1,750	3,500	(1,750)

	Employee	Employer	Total
Total costs under Current Method	\$89,347	\$1,765,158	\$1,854,505
Total costs under Double Current Method	\$178,695	\$1,675,810	\$1,854,505
Difference between methods	(\$89,348)	\$89,348	\$0

Option B

These are the annual rates and include Health, Dental and EAP

Coverage	\$500 Deductible Annual
PPOsingle	10,830
PPOeespouse	19,649
PPOeechild	13,303
PPOfamily	24,185
HMOsingle	6,649
HMOeespouse	12,541
HMOeechild	9,105
HMOfamily	19,020

These are the two employee contribution scenarios compared below

Coverage	Current Method: % of Gross Earnings	Proposed Method: % of Premium Employee Contributes
PPOsingle	1.25%	7.00%
PPOeespouse	1.50%	10.00%
PPOeechild	1.50%	10.00%
PPOfamily	1.75%	15.00%
HMOsingle	1.25%	4.00%
HMOeespouse	1.50%	6.00%
HMOeechild	1.50%	6.00%
HMOfamily	1.75%	8.00%

The Proposed Method presented here moves employee contributions to a % of the type (HMO or PPO) and level (single, family, etc) of plan.

This type of method has the employee making contributions based on the services they are getting versus the earnings they make.

\$500 Deductible	\$40,000 Compensation			\$60,000 Compensation			\$80,000 Compensation			\$100,000 Compensation		
Coverage	Current Method	Proposed Method	Employee Hit	Current Method	Proposed Method	Employee Hit	Current Method	Proposed Method	Employee Hit	Current Method	Proposed Method	Employee Hit
PPOsingle	500	758	(258)	750	758	(8)	1,000	758	242	1,250	758	492
PPOeespouse	600	1,965	(1,365)	900	1,965	(1,065)	1,200	1,965	(765)	1,500	1,965	(465)
PPOeechild	600	1,330	(730)	900	1,330	(430)	1,200	1,330	(130)	1,500	1,330	170
PPOfamily	700	3,628	(2,928)	1,050	3,628	(2,578)	1,400	3,628	(2,228)	1,750	3,628	(1,878)
HMOsingle	500	266	234	750	266	484	1,000	266	734	1,250	266	984
HMOeespouse	600	752	(152)	900	752	148	1,200	752	448	1,500	752	748
HMOeechild	600	546	54	900	546	354	1,200	546	654	1,500	546	954
HMOfamily	700	1,522	(822)	1,050	1,522	(472)	1,400	1,522	(122)	1,750	1,522	228

	Employee	Employer	Total
Total costs under Current Method	\$89,347	\$1,765,158	\$1,854,505
Total costs under Proposed Method	\$212,177	\$1,642,328	\$1,854,505
Difference between methods	(\$122,830)	\$122,830	\$0

Option C

These are the annual rates and include Health, Dental and EAP

Coverage	\$500 Deductible Annual
PPOsingle	10,830
PPOespouse	19,649
PPOechild	13,303
PPOfamily	24,185
HMOsingle	6,649
HMOespouse	12,541
HMOechild	9,105
HMOfamily	19,020

These are the two employee contribution scenarios compared below

Coverage	Current Method: % of Gross Earnings	Proposed Method: HMO/PPO 50
PPOsingle	1.25%	2,091
PPOespouse	1.50%	3,554
PPOechild	1.50%	2,099
PPOfamily	1.75%	2,583
HMOsingle	1.25%	-
HMOespouse	1.50%	-
HMOechild	1.50%	-
HMOfamily	1.75%	-

The Proposed Method presented here is a zero contribution for the HMO plans and a 50% contribution of the PPO "upcharge" cost from the HMO cost.

This means if an employee elects an HMO plan they will pay none of the premium. If an employee elects a PPO plan they will pay 50% of the increase in premium of the PPO plan compared to the HMO plan cost at the same level of coverage (single, family, etc.).

\$500 Deductible	\$40,000 Compensation			\$60,000 Compensation			\$80,000 Compensation			\$100,000 Compensation		
Coverage	Current Method	Proposed Method	Employee Hit	Current Method	Proposed Method	Employee Hit	Current Method	Proposed Method	Employee Hit	Current Method	Proposed Method	Employee Hit
PPOsingle	500	2,091	(1,591)	750	2,091	(1,341)	1,000	2,091	(1,091)	1,250	2,091	(841)
PPOespouse	600	3,554	(2,954)	900	3,554	(2,654)	1,200	3,554	(2,354)	1,500	3,554	(2,054)
PPOechild	600	2,099	(1,499)	900	2,099	(1,199)	1,200	2,099	(899)	1,500	2,099	(599)
PPOfamily	700	2,583	(1,883)	1,050	2,583	(1,533)	1,400	2,583	(1,183)	1,750	2,583	(833)
HMOsingle	500	-	500	750	-	750	1,000	-	1,000	1,250	-	1,250
HMOespouse	600	-	600	900	-	900	1,200	-	1,200	1,500	-	1,500
HMOechild	600	-	600	900	-	900	1,200	-	1,200	1,500	-	1,500
HMOfamily	700	-	700	1,050	-	1,050	1,400	-	1,400	1,750	-	1,750

	Employee	Employer	Total
Total costs under Current Method	\$89,347	\$1,765,158	\$1,854,505
Total costs under Proposed Method	\$199,407	\$1,655,098	\$1,854,505
Difference between methods	(\$110,060)	\$110,060	\$0

Option D

These are the annual rates and include Health, Dental and EAP

Coverage	\$2,500 Deductible Annual
PPOsingle	9,641
PPOeespouse	17,270
PPOeechild	11,816
PPOfamily	21,212
HMOsingle	6,649
HMOeespouse	12,541
HMOeechild	9,105
HMOfamily	19,020

These are the two employee contribution scenarios compared below

Coverage	Current Method: % of Gross Earnings	Proposed Method: 2% of Premiums and \$2,500 PPO Deductible
PPOsingle	1.25%	193
PPOeespouse	1.50%	345
PPOeechild	1.50%	236
PPOfamily	1.75%	424
HMOsingle	1.25%	133
HMOeespouse	1.50%	251
HMOeechild	1.50%	182
HMOfamily	1.75%	380

The Proposed Method shown here is employee pays 2% of whatever plan selected.

The PPO plan here is the \$2,500 deductible plan, currently employees in the PPO plan experience a \$500 deductible and that is what is shown on other proposals.

\$2,500 Deductible	\$40,000 Compensation			\$60,000 Compensation			\$80,000 Compensation			\$100,000 Compensation		
Coverage	Current Method	Proposed Method	Employee Hit	Current Method	Proposed Method	Employee Hit	Current Method	Proposed Method	Employee Hit	Current Method	Proposed Method	Employee Hit
PPOsingle	500	193	307	750	193	557	1,000	193	807	1,250	193	1,057
PPOeespouse	600	345	255	900	345	555	1,200	345	855	1,500	345	1,155
PPOeechild	600	236	364	900	236	664	1,200	236	964	1,500	236	1,264
PPOfamily	700	424	276	1,050	424	626	1,400	424	976	1,750	424	1,326
HMOsingle	500	133	367	750	133	617	1,000	133	867	1,250	133	1,117
HMOeespouse	600	251	349	900	251	649	1,200	251	949	1,500	251	1,249
HMOeechild	600	182	418	900	182	718	1,200	182	1,018	1,500	182	1,318
HMOfamily	700	380	320	1,050	380	670	1,400	380	1,020	1,750	380	1,370

	Employee	Employer	Total
Total costs under Current Method	\$89,347	\$1,765,158	\$1,854,505
Total costs under Proposed Method	\$33,599	\$1,646,409	\$1,680,008
Difference between methods	\$55,748	\$118,749	\$174,497



Wheaton Park District

MINUTES – BUDGET AND APPROPRIATION HEARING

Wheaton Park District Board of Commissioners

Wednesday, November 20, 2013 7:00 p.m.

City of Wheaton Council Chambers

303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER

President Kelly called the November 20, 2013; 2014 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:

Luetkehans, Hodgkinson, Mee, Morrill, VanderSchaaf, Kelly

Commissioner Schobel was absent

COMMISSIONER COMMENT

None

PUBLIC COMMENT

None

ADJOURNMENT OR RECESS OF PUBLIC HEARING

At 7:01 p.m. Commissioner Luetkehans moved to close the Public Hearing on the 2014 Budget and Appropriation. Commissioner Hodgkinson seconded.

Motion passed by roll call vote.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, VanderSchaaf, Kelly

Nays: None

Respectfully Submitted

Michael Benard, Secretary



Wheaton Park District

Wheaton Park District Board of Commissioners Meeting Wednesday November 20, 2013 7:00 p.m. City of Wheaton Council Chambers 303 W. Wesley Street Wheaton, Illinois

CALL TO ORDER – President Kelly called the meeting to order at 7:01 pm. Commissioners Luetkehans, Hodgkinson, Mee, Morrill, VanderSchaaf and were present.

Commissioner Schobel was absent.

PRESENTATIONS Partnership with Wheaton Lions Club 2nd Annual Reindeer Run 12/7/13

Ogden “Clip” Kniffin from the Wheaton Lions Club stated that the second annual Reindeer Run will be held on Saturday December 7th. The event is a partnership between the Wheaton Lions Club and the Wheaton Park District. Last year they had 562 runners and raised \$18,000. He stated that the run supports Downtown Wheaton. He thanked the park district Board and Staff for their role in this run. As of today they have 300 runners registered and they are hoping to increase the participation from last year.

COMMUNITY INPUT

None

CONSENT AGENDA

- A. Approval of the Disbursements totaling \$1,820,257.25 for the period beginning September 30, 2013 and ending November 12, 2013.
- ~~B. Approval of the June 3, 2013 Workshop Minutes~~
- C. Approval of the September 18, 2013 Minutes
- D. Approval of the October 16, 2013 Minutes
- ~~E. Approval of the October 21, 2013 Workshop Minutes~~
- ~~F. Approval of the October 30, 2013 Workshop Minutes~~
- ~~G. Approval of the November 6, 2013 Workshop Minutes~~

Commissioner Luetkehans moved to approve the Consent Agenda withdrawing items B, E, F and G. Commissioner Mee seconded. Commissioner Luetkehans moved to approve the remaining items A, C and D. Commissioner Hodgkinson seconded. Motion passed by voice vote.

UNFINISHED BUSINESS

1. Buildings and Grounds Subcommittee – Projects Update

President Kelly met with Dave Bergen from Bergen Construction and agreed on a settlement on the four open items on the Old Hubble Gymnasium Rehab Project totaling \$7,239.00. The grand total for the project was \$2,425,610. There were \$189,000 in total change orders.

2. Amendment to Lease Agreement / Intergovernmental Agreement with the Forest Preserve District of DuPage County for Lucent East / Danada South

Commissioner Mee moved to approve Ordinance 2013-07 An Ordinance requesting the transfer of property from the Forest Preserve District of Dupage County. Commissioner Morrill seconded.

No discussion.

Motion passed by roll call vote.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, VanderSchaaf, Kelly

Nays: None

3. Ordinance No. 2013-08 An Ordinance Approving and Authorizing the Execution of a Lease Agreement Between the Forest Preserve District of DuPage County and the Wheaton Park District for the Lease of a Portion of the Lucent Parcel.

Commissioner Luetkehans moved to approve Ordinance 2013-08 An Ordinance approving and authorizing the execution of a lease agreement between the Forest Preserve District of Dupage County and the Wheaton Park District for the lease of a portion of Lucent East Parcel. Commissioner Morrill seconded.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, VanderSchaaf, Kelly

Nays: None

4. Resolution No. 2013-10 A Resolution Approving the Terms of the Acknowledgement of Commission Termination and Authorizing Its Execution (Community Park Joint Commission)

Commissioner Mee moved to approve Resolution No. 2013-10 A Resolution Approving the Terms of the Acknowledgement of Commission Termination and Authorizing Its Execution (Community Park Joint Commission). Commissioner Morrill seconded.

Commissioner VanderSchaaf asked if our sign has been taken down. Executive Director Benard believed it was but would have staff double check.

Motion passed by roll call vote.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, VanderSchaaf, Kelly

Nays: None

5. Selection of engineering firm for Synthetic turf project at Graf Park

Commissioner Luetkehans moved to approve the proposal from Wight Engineering for engineering services on the Graf Park/Monroe School Synthetic Turf project in the amount of \$58,900, and that the contract be paid using proceed from the Rams Football capital project reserve fund.

Commissioner Morrill seconded.

Motion passed by roll call vote.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, Kelly

Nays: VanderSchaaf

6. Employee Health Insurance Discussion and Possible Action

Executive Director Benard recommended that the Board authorize him to petition PDRMA for early withdrawal from their three year contract for participation in the Health Insurance Pool. Quotes for Comparable Services appear to provide a great deal of savings to the district in 2014. Other than the effort of the petition, there is no harm or cost to the Wheaton Park District for pursuing early withdrawal and then remaining in the pool if the Pdrma board / council responds to the petition in a manner that is disadvantageous to the park district, its employees and tax payers.

Commissioner Morrill moved to petition PDRMA for withdrawal. Commissioner Luetkehans seconded. Motion passed by voice vote.

NEW BUSINESS

1. Bid Results and Recommendation – Baseball and Softball Uniforms and Equipment

Commissioner Luetkehans moved to separate the T-shirt bid from the rest of the bids.

Commissioner Mee seconded. Motion passed by voice vote.

Commissioner Luetkehans moved to reject the T-shirt bids. Commissioner Mee seconded. Commissioner Luetkehans stated that we have shirts in stock that we can use and save the district over \$1,000. Motion passed by voice vote.

Commissioner Mee moved to accept the other baseball and softball bids as presented. Commissioner Morrill seconded. Motion passed by voice vote.

2. Bid Results and Recommendation – Fuel

Commissioner Mee moved to approve the proposal from Heritage FS for Fuel Supply and Delivery in the amount of \$0.0991/gallon. Commissioner Morrill seconded.

Commissioner Morrill asked if we buy gasoline with the City of Wheaton. Executive Director Benard stated our tanks were much smaller than the City's. The fuel company would have to deliver fuel to us much more frequently at extra expense eliminating any cost savings gained through joint purchasing. Motion passed by voice vote.

3. Bid Results and Recommendation – Sale of General Obligation Limited Tax Park Bonds Series 2013 of the Wheaton Park District.

Commissioner Luetkehans moved to approve the Sale of General Obligation Limited Tax Park Bonds Series 2013 of the Wheaton Park District from FTM Capital Markets in Memphis Texas 0.8188%. Commissioner Hodgkinson seconded. Motion passed by roll call vote.

Commissioner VanderSchaaf stated that she would like to see us stop borrowing to the maximum of our ability.

Motion passed by roll call vote.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, Kelly

Nays: VanderSchaaf

4. Ordinance 2013-10 An Ordinance providing for the issue of General Obligation Limited Tax Park Bonds, Series 2013, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of outstanding obligations of the District, and providing for the levy of a direct annual tax to pay the principal and interest on said bonds.

Commissioner Morrill moved to approve Ordinance 2013-10 An Ordinance providing for the issue of General Obligation Limited Tax Park Bonds, Series 2013, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of outstanding obligations of the District, and providing for the levy of a direct annual tax to pay the principal and interest on said bonds. Commissioner Hodgkinson seconded.

Executive Director Benard stated that the end total was \$1,416,000. Because of the low rate we achieved we were able to pick up additional dollars.

Motion passed by roll call vote.

Ayes: Luetkehans, Hodgkinson, Mee, Morrill, Kelly

Nays: VanderSchaaf

• REPORTS FROM STAFF

Executive Director Benard stated that the golf course will be closing on Friday at the end of business. Commissioner Mee commended the golf staff on a great season.

Commissioner Hodgkinson asked Director of Planning Rob Sperl enquired about the northside park lagoon structure that appears to be sliding into the water. Sperl stated that is on the list of items needing attention.

Commissioner Luetkehans asked Sperl if the Wight contract language disagreement had been resolved. Sperl stated it was.

Commissioner VanderSchaaf asked what we are doing about staff reports. Executive Director Benard stated that we will continue to provide the weekly reports on the weeks we don't have a board packet. Commissioner Morrill stated that he likes the report from the Planning Department and would like to see it on a quarterly basis. He thought that board reports should still be provided but just includes significant important items "big ticket items".

BOARD SUBCOMMITTEE REPORTS / DISCUSSION

None

ADJOURNMENT

At 7:30 p.m., Commissioner Luetkehans moved to adjourn the meeting. Commissioner Morrill seconded. Motion passed by voice vote.



Wheaton Park District Board of Commissioners Special Meeting Minutes
Wednesday, December 18, 2013 6:30 p.m.
Arrowhead Golf Club
26W151 Butterfield Road, Wheaton, Illinois

CALL TO ORDER

President Kelly called the December 18, 2013 special meeting of the Wheaton Park District Board of Commissioners to order at 6:37 p.m. Commissioners Hodgkinson, Mee, and Morrill were present.

Commissioner Luetkehans, Schobel and VanderSchaaf were absent.

COMMISSIONER COMMENT

None

PUBLIC COMMENT

None

NEW BUSINESS

Community Center Cooling Tower Replacement

Commissioner Morrill moved to approve a contract for the Base Bid Plus Alternate 2 in the amount of \$65,730 with Core Mechanical for the Community Center Cooling Tower Replacement and installation of variable frequency drives. Commissioner Mee seconded.

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, Kelly

Nays: None

ADJOURN

At 6:45 pm, Commissioner Hodgkinson moved to adjourn. Commissioner Mee Seconded. Motion carried by voice vote.

Respectfully Submitted

Michael Benard, Secretary
Board of Park Commissioners