



# Wheaton Park District

**Wheaton Park District Board of Commissioners Meeting  
Wednesday April 15, 2015 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 p.m. Commissioners Hodgkinson, Luetkehans, Mee, Morrill, VanderSchaaf and were present.

Commissioner Schobel was absent

## **PRESENTATIONS**

None

## **COMMUNITY INPUT**

None

## **CONSENT AGENDA**

- A. Approval of the Disbursements totaling \$834,092.30 for the period beginning March 11, 2015 and ending April 7, 2015.
- B. Approval of the March 18, 2015 Regular Meeting Minutes
- ~~C. Approval of the April 8, 2015 Buildings and Grounds Minutes~~
- ~~D. Approval of the April 8, 2015 Finance Subcommittee Minutes~~

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

Motion passed by roll call vote.

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

Nays: None

Absent: Schobel

## **UNFINISHED BUSINESS**

1. Approval to promote one part time Zoo Educator to full time Zoo Education Manager at Cosley Zoo to meet Operational Demands

Commissioner Luetkehans moved to approve promoting one part time Zoo Educator to full time Zoo Education Manager at Cosley Zoo to meet Operational Demands.  
Seconded by Commissioner Hodgkinson.

Commissioner VanderSchaaf thought the document that came out of the subcommittee meeting that was provided was good.

Motion passed by roll call vote.

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

Nays: None

Absent: Schobel

## **NEW BUSINESS**

1. Bid Results and Recommendation: RAMS Cheerleading Uniforms  
Estimated 170 at \$125 per uniform total number and cost dependent on enrollment

Commissioner Morrill moved to approve the RAMS Cheerleading Uniforms  
Estimated 170 at \$125 per uniform total number and cost dependent on enrollment  
Seconded by Commissioner Hodgkinson

Commissioner VanderSchaaf asked staff if it was correct that there was only one bid.  
Athletic Manager Rob Sheridan stated that was correct. We only had 3 last year.  
Sheridan thought it was a fair bid and the Cheerleading board is happy with this company  
and so is staff.

Motion passed by roll call vote.

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

Nays: None

Absent: Schobel

2. Bid Results and Recommendation: Chicagoland Paving for the Arrowhead Asphalt Cart  
Path Replacement Project at a cost not to exceed \$45,000.

Commissioner Luetkehans moved to approve Chicagoland Paving for the Arrowhead  
Asphalt Cart Path Replacement Project at a cost not to exceed \$45,000. Seconded by  
Commissioner Mee.

Commissioner Mee asked President Kelly if the subcommittee was suggesting that the  
project should only cost around \$36,000 but with the option to increase to up to \$45,000.  
President Kelly stated that was correct.

Motion passed by roll call vote.

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

Nays: None

Absent: Schobel

3. Bid Results and Recommendation: Voris Mechanical for the Community Center Boiler  
Replacement Project at a cost not to exceed \$197,744.

Commissioner Luetkehans moved to approve Voris Mechanical for the Community  
Center Boiler Replacement Project at a cost not to exceed \$197,744. Seconded by  
Commissioner Hodgkinson.

Motion passed by roll call vote.

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

Nays: None

Absent: Schobel

4. Bid Results and Recommendation: JEM Morris for the Old Hubble Site Ball Field Grading Project at a cost not to exceed \$143,650.

Commissioner Mee moved to approve JEM Morris for the Old Hubble Site Ball Field Grading Project at a cost not to exceed \$143,650. Seconded by Commissioner Morrill.

Commissioner VanderSchaaf was concerned about pedestrian safety by Mariano's.

Motion passed by roll call vote.

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

Nays: None

Absent: Schobel

5. Request for Proposal Results and Recommendation: Berg Engineering for Engineering Services related to the Old Hubble Site Athletic Field Lighting Project at a cost not to exceed \$13,000.

Commissioner Luetkehans moved to approve Berg Engineering for Engineering Services related to the Old Hubble Site Athletic Field Lighting Project at a cost not to exceed \$13,000. Seconded by Commissioner Morrill.

Motion passed by roll call vote.

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

Nays: None

Absent: Schobel

6. Request for Proposal Results and Recommendation: Engineering Resource Associates for Civil Engineering Services related to Arrowhead Parking, Atten Bridge, Lincoln Marsh Parking, and Rathje Park at a cost not to exceed \$101,975.

Commissioner Luetkehans moved to approve Engineering Resource Associates for Civil Engineering Services related to Arrowhead Parking, Atten Bridge, Lincoln Marsh Parking, and Rathje Park at a cost not to exceed \$101,975. Seconded by Commissioner Mee.

Commissioner Luetkehans stated that we are not taking the lowest proposal since they didn't answer staff's questions and didn't comply with the bid specifications. Therefore we are going with the second lowest bidder.

Motion passed by roll call vote.

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

Nays: None

Absent: Schobel

7. Approval of a Change Order from Encap Inc. for Elliot Lake Shoreline Stabilization Project – Credit \$3,000 for 0.03 acre-feet of compensatory storage.

Commissioner Luetkehans moved to approve a Change Order from Encap Inc. for Elliot Lake Shoreline Stabilization Project – Credit \$3,000 for 0.03 acre-feet of compensatory storage. Seconded by Commissioner Mee.

Motion passed by roll call vote.

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

Nays: None

Absent: Schobel

8. Approval to serve beer and wine within fenced perimeter of Memorial Park at 2015 Special Events hosted by the Wheaton Park District.
  - a. June 4-7 Taste of Wheaton 2015
  - b. August 1 Brew Fest 2015
  - c. September 19 Wine & Cultural Arts 2015

Commissioner Morrill moved to approve serving beer and wine within fenced perimeter of Memorial Park at the 2015 Special Events hosted by the Wheaton Park District as presented. Seconded by Commissioner Hodgkinson.

Commissioner VanderSchaaf stated that she didn't think we should rope off the entire park for Taste of Wheaton. She thought it separated families.

Motion passed by roll call vote.

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

Nays: None

Absent: Schobel

## **REPORTS FROM STAFF**

Commissioner VanderSchaaf commended the Museum on a well done annual report. She asked what kind of a report the Illinois Association of Museum's was looking for. Museum Manager and Educator Michelle Podkowa stated that a lot of Museum's are going to a one or two page annual report. She stated that although staff composes and annual report every year they also create a fact sheet that is updated every year.

Commissioner Morrill stated that the Museum annual report was excellent and he was proud to be part of the Museum. He also commented that the WWS and Wheaton North event is very nice and would like to see more information on it. He congratulated the golf course for being named Golf Course of the Year by West Suburban Living Magazine. He would like to see the safety video that the safety committee created.

Commissioner Mee commended the meeting on a great annual report.

Commissioner Hodgkinson asked Marketing Director Margie Wilhelmi about the Central Athletic Center update. Wilhelmi stated that staff will have the naming campaign kickoff on May 1<sup>st</sup>. The 2 finalist will be brought to the board. Hodgkinson thanked Zoo Director Sue Wahlgren for her report on the gift shop.

President Kelly commended Interim Director of Parks and Planning Rob Sperl and Park Planner Steve Hinchee on all of the bid projects going on. Commissioner Hodgkinson stated that others might not understand how much time goes into these items before the board meetings. She thanked Commissioner Luetkehans and President Kelly for their expertise and time in this area.

#### **BOARD SUBCOMMITTEE REPORTS / DISCUSSION**

None

#### **ADJOURNMENT**

At 7:28 p.m. Commissioner Morrill moved to adjourn the meeting. Commissioner Mee seconded. Motion passed by voice vote.