

**Wheaton Park District
Building, Grounds and Capital Projects Subcommittee
July 8, 2015 – 3:30pm – Museum**

CALL TO ORDER –Commissioner Kelly called the meeting to order at 3:30 p.m. Commissioners Frey, Morrill and President Hodgkinson were present.

Commissioner Vires arrived at 4:47 p.m.

Also in attendance: Executive Director Benard, Executive Assistant Siciliano, Director of Planning Sperl, Robin Hall from University of Il, and Larry Kmiecik from the Cosley Foundation.

Previous Minutes

1. June 10, 2015 – No discussion, these were already approved just available for reference.

Discussion Items

Follow Up – Action Required

1. Animal Welcome Center – Cosley Zoo; Larry Kmiecik to provide overview
Executive Director Benard stated that our accreditation application would most likely be tabled for one year since we don't have a quarantine facility already. Larry Kmiecik gave a presentation on the several different locations.

Location 1: Existing House/Office adjacent to the staff parking lot

Location 2: Upper NW corner of the zoo off of Jewel Road near the bobcat exhibit

Location 3: Lincoln Marsh near EP Doyles office

Location #4 Property near Wheaton Sports Center west of EP Doyles office

Location # 5 WPD Property next to Rosie's on Gary Ave (former Lincoln Marsh office)

After much discussion the subcommittee advised staff to approach the homeowners association near the property across the street from the zoo. It was suggested that we move Welcome Center a little further south than where the house is now. It was also suggested that staff make it clear that there will not be any animals outside of the facility. Staff will report back to the subcommittee after meeting with the association.

Larry Kmiecik left at 4:00 p.m.

2. Community Survey - University of Illinois
Robin Hall gave a brief presentation to the subcommittee. He stated that they would conduct individual interviews with the board and the Leadership Team. They would then produce a draft survey for the board's approval. Executive Director Benard stated that the cost for this is \$11,025 and is already in the budget. It is under the bid limit so we will not be bidding it out since we've worked with Robin before and are happy with their work.

Robin Hall left at 4:14 p.m.

3. ILM Contract for Northside Maintenance – The contractor is having a difficult time meeting performance criteria due to the large amount of invasive species they have had to eradicate.
Director of Parks and Planning Sperl stated that they need some extra time to meet the standards but will do so within the existing contract amount. The subcommittee directed him to submit a Time Extension Change Order in the board packet for approval.
4. Janitorial contract – A meeting was held with our current vendor/low bidder.
Sperl stated that Perfect Clean was approximately \$40,000 lower than the next bidder, Eco Clean. Perfect Clean has been informed that there will be provisions in the contract that states if we have to have our staff re-do something because of insufficient cleaning their compensation will be lowered to reflect what our staff cost was. There will also be a termination clause for us to terminate early if needed.

New Items

1. Lincoln Marsh Boardwalk Proposed Changes
The original intention for this project was to connect the two boardwalks eventually. However there are wild life bird groups that think doing this will interfere with birds at the marsh. Sperl stated that if this happens we could use the extra material we already have to replace the two boardwalks at the marsh that are on land. Sperl will speak to a recommended ornithologist to get his professional opinion on this. The subcommittee told Sperl to do what he thinks is best.
2. Schools Herbicide Application – additional information pending
The school district asked if we would apply herbicide at some of their schools. Sperl sent them plans to get feedback on the extent of the work in order to provide an estimate of what we would charge them. He is waiting to hear back from them. Executive Director Benard suggested that Sperl look at the park-school agreement to be prepared for when they say we are supposed to be doing this free of charge per the agreement. Benard doesn't think this is part of the agreement.
3. Possible Land Acquisition - to be discussed in executive session.
4. Suggestion for Downtown Playground – This comment was made through a website inquiry. Sperl directed them towards existing nearby play areas. The subcommittee suggested staff focus on incorporating a playground into the plans for Central Park or work with the city on their downtown planning.
5. Playground Surfacing Repairs
Sperl stated that we are repairing surfacing at the Community Center and other locations. There are other parks requiring surfacing replacement and repairs, but those would have to be approved by the board in the future since bigger parks would be more expensive. Commissioner Kelly suggested that staff build it into the budget for next year.
6. Northside Tree Removal

Commissioner Kelly suggested staff to take a tree expert with them when they go to visit the neighbors to explain why the trees need to be removed for safety reasons as the neighbors will not be in favor of the removal.

7. Tennis Court Concerns

Sperl stated that there are concerns with the tennis courts at Memorial Park and Northside. Staff will be trying a new surfacing at Atten Park later this year and are hesitant to try additional courts until we know the new product works. Commissioner Kelly recommended that staff ask the surfacing company to show us courts that are now 3-5 years old so that we can see how well it has held up.

Follow Up – Updates or Pending

5. Sanitary District Roosevelt and Hazelton

- o The plans have been revised and only a permanent easement is required now.

6. Possible Land Acquisition

This will be discussed in closed session in the future.

7. Alarm and HVAC Quotes – Preparing bid specs for alarms, Building Tech will eliminate need for HVAC – no progress

No discussion.

8. Memorial Park Subcommittee – no progress

Executive Director Benard stated that we will have a recommendation to hire master planners for this project at the August meeting.

9. Rice Pool Master Plan RFP – seeking recommendations on designers

Executive Director Benard stated that we will have a recommendation to hire master planners for this project at the August meeting.

10. Museum Roof – no updates

No discussion.

11. Brighton Playground Replacement

Staff sent surveys for community input. It will be shared with the board when staff gets it's complete. The subcommittee recommended that a portion of the website shows the results of the survey.

12. Community Center Boilers – Work is underway

Voris asked for an extension to August 17 as the Lochinvar (Boiler Manufacturer) is experiencing delivery delays. Commissioner Kelly knows this is true as his company has an order for 9 Lochinvar boilers that are also late by 2 weeks.. The subcommittee requested that a Time Extension only Change Order brought to the full board for approval at the July meeting.

General Administrative Items

1. Purchase of Replacement Vehicles

Sperl stated that he is adding a mower to the list that the subcommittee received.

Commissioner Kelly suggested staff take the vehicles to Carmax for an appraisal to determine our auction minimum.. This will be on the July agenda.

2. Rathje Chin Up Bar

Executive Director Benard stated that there is a resident who wants to put a pull up bar at Rathje Park in honor of a Wheaton soldier who was killed in action. This would be done at his expense and requested that it be at Rathje Park. It will be called Pull Ups for Patriots.

3. Central Park Path

President Hodgkinson stated that she was contacted by a resident that former Commissioner Kim VanderSchaaf suggested he talk to. He was interested in having a path installed at Central Park. Director of Parks and Planning thought that the area he was interested in belongs to the city. He will look into it and if needed send his information to the city to follow up with him on.

Commissioner Morrill moved to adjourn the Buildings and Grounds Subcommittee meeting at 4:58 p.m. Seconded by Commissioner Frey. Motion passed by voice vote.