

**Wheaton Park District  
Building, Grounds and Capital Projects Subcommittee Meeting Minutes  
April 6, 2016  
4:30pm Museum**

**In attendance: Commissioner Kelly, Commissioner Vires, Commissioner Morrill, President Hodgkinson, Executive Director Benard, Executive Assistant Siciliano, Director of Parks and Planning Sperl, Superintendent of Planning Hinchee**

**Possible Full Board Action Required – Indicated by Underlining**

**A. Previous Minutes**

1. March 2, 2016 – approved in March

Discussion Items

**B. Previous Action Items**

1. Sanitary District Easements – Meeting held on March 28; new easements are required based on the currently proposed route that follows their existing easement  
Commissioner Kelly suggested preserving Wheaton North’s ball field during their scheduled use if possible. Executive Director Benard stated that Scott Day who specializes in real estate is going to take care of legal issues with easements. The board was agreeable with this. Benard will provide the board with what he’s done so far with investigating different legal firms.
2. CAC Chiller – schedule delayed  
The contractor has committed to the chiller being operational by the final completion date. Staff will keep the board advised of the progress on this. Commissioner Kelly stated he may attend the next construction meeting with staff on April 19.
3. Community Center Proposal for Building Envelope Study / Masonry Failure – Draft received – to be sent separately  
Director of Parks and Planning Sperl stated that we should have a final on this soon. Commissioner Kelly asked him to email a copy to him, and put it in the April board packet. Commissioner Kelly suggested that we have the roof company inspect the roof every year to every other year.

**C. New Items**

1. April Bids in process
  - i. Natural Area Management  
Staff received a great response on this. We are under budget; approximately half of what was projected. Staff is recommending splitting the project between 3 different bidders even though some of the bidders refuse to accept just one bid item Commissioner Kelly stated that we need to make it very clear in the bid documents that their bid might result in a total or partial award Staff wanted the low bid contractor on the work for Rathje Park to start on this tomorrow as the algae has grown considerable this spring. Since he was only low after a few other bidders refused to accept just this portion of the project he board was only

agreeable to this after we get it in writing that the other lower bidders are refusing to accept just this portion of the entire project.

ii. Northside Tennis Courts – Opening April 6

This bid was opened today. We budgeted \$180,000 for all 6 courts. The Staff recommendation is to accept the Base bid and Alternate Bid and do all 6 courts with the membrane coating as it is under the total budget. The low bidder appears to have misinterpreted the bid form and appears to have quoted a total new price for the base bid and alternate in lieu of “an add on” amount as his alternate bid price. Commissioner Kelly suggested consulting an Attorney to confirm we can allow him to clarify his alternate bid and then award to him. Commissioner Kelly and asked that staff send him a copy of the low bidders actual bid form to review.

iii. Brighton Playground Surfacing – Opening April 13

Superintendent of Planning Hinchee stated that he thought we will get a good price on both Brighton and Sunnyside Playground surfacing. He also thinks that they will extend the warranty to 10 years.

iv. Sunnyside Playground Surfacing – Opening April 13

See Brighton Playground comments.

v. AGC Painting

This is for the North side of the building and it's within budget. There were no questions from the board.

vi. AGC Restroom Trailer – Option for CAC

We received one bid from the Comforts of Home. The trailer will be for the West Course. Commissioner Kelly asked if we could get a price to see how much it would be to rent one for CAC ice rink area. He would prefer to wait until the ice is in to see what we want to do as a permanent solution. Commissioner Morrill agreed.

vii. Asphalt – Opening April 8

Staff will get the priorities graphics to the board. Commissioner Kelly gave suggestions to staff on changing the bid statement. Make it clear that they may get one or all and that multiple bidders could be awarded. Commissioner Kelly also suggested including a line for contractors to provide a discount amount if they are awarded all portions.

2. Graf Park Garage - Permit submitted

Hinchee stated that we budgeted this like we did at Atten as if we were doing the work in house. If we contract it out, we will likely be over budget.

**Follow Up – Updates or Pending**

1. Blanchard House Demolition – complete

2. Animal Welcome Center – Permit application submitted

Our application was not accepted due to some additionally requested items. We will have the consultant resubmit it.

3. Duct Wrap Bid – completed

4. Friends of Northside Park Committee re-engagement – scheduled for April 12 and May 5
5. Central Athletic Center – Floors and bleachers – no update
6. Rathje Park Concept Plans – neighbor meeting scheduled for April 11
7. Clocktower Commons Miniature Golf Carpet – completed
8. Rice Pool Master Plan – scheduling kick off with WTI and BK
9. CC Chiller Trane Assessment – requested to proceed  
Miguel is currently working with them.
10. Memorial Park Master Plan – kick off meeting - March 3; plat of survey being prepared
11. Projects and Planning Schedules

**E. General Administrative Items**

1. Atten Cell Tower Lease – meeting with corporate counsel held March 30  
Charlene from Tressler is working with staff, giving us a more comprehensive view.  
There is no rush to sell.
2. Potential Land Acquisition  
There is a meeting scheduled with staff on April 19<sup>th</sup>. President Hodgkinson and Commissioner Kelly stated they will both attend. Commissioner Morrill would like to attend if one of them can't make it.
3. Misc.  
Staff is looking into storm water storage at the old Dunkin Donuts site on Main Street. The city and the county are interested in talking to us about it.

President Hodgkinson asked the rest of the board if they are able to change the subcommittee nights to Monday to accommodate Commissioner Frey being able to attend. Commissioner's Kelly and Vires both stated that Monday's did not work for them. Executive Director Benard thought it wouldn't work for Commissioner Mee either as he has his Police board meetings on Monday nights too. It was decided to keep the meetings on Wednesday nights.

The meeting was adjourned without objection at 5:40 p.m.