

**Wheaton Park District  
Building, Grounds and Capital Projects Subcommittee Meeting Minutes  
November 9, 2016  
5:00pm Museum**

Commissioner Kelly called the meeting to order at 5:00 p.m. Commissioners Morrill, and Vires, were present. Commissioner Mee arrived at 5:09 p.m.

Staff in attendance: 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. October 12, 2016

Discussion Items

**B. Previous Action Items**

1. Arrowhead Parking Lot Expansion – Subbase, drainage, and lighting installed
  - i. Change order for asphalt path replacement recommendation  
Steve Hinchee stated that the contractor offered to haul extra dirt to where AGC needed it. They did some damage to the path while doing this. The board was in favor of this change order and replacing the path with one designed to accommodate heavier traffic in the future. The cost savings of keeping the material on site will pay for the new improved pavement.
2. Seven Gables Parking Lot Engineering – Schedule community meeting  
Hinchee stated there were no preliminary soil borings yet. Executive Director Benard suggests if we find bad soil that we consider other options such as adding extra spaces at the existing lots. Board will wait for update after borings are received and neighborhood meeting takes place.
3. Friends of Northside Park Committee re-engagement – Exercise equipment grant received  
No discussion
4. Elliot Lake – Assessment of office building parking/ CAGE proposal approved  
Hinchee stated that this is resulting from the district using the parking lot during the construction at Elliot Lake. Benard stated that Hinchee did research finding that we would expect to pay \$4.00 a square foot for removal and replacement of asphalt for small jobs. Mr. Mahady can likely get his lot fixed for less or replace more because he is not subject to government regulations such as prevailing wages. Staff is recommending paying him \$25,800 for repairs to his lot and not being susceptible to the risks of any unforeseen conditions or additional costs Commissioner Kelly asked Benard to have Luetkehans draw up an agreement on this. The board was agreeable to this.

5. Northside Monument – delay to spring due to moisture  
Hinchee stated the contractor did exploratory work with moisture readings that came back high. They recommended doing a no cost change order to delay the project to spring when weather conditions will be more favorable. They will take the stones off and let it dry up the next 3 months before completing the work. Hinchee discussed with our consultant and they agreed.
6. Sanitary District Easements  
Day and Roberts reviewed the easement agreements that have been provided for the Atten Bike Path and Roosevelt and Hazelton. They would be no cost easements. Director of Parks and Planning Sperl stated he was concerned with the easements for North Side because of programming and the high school potentially being interrupted. He will have compensation for disruptions to programming included in those easements.

### C. New Items

1. AGC Fencing ratify deduct  
Hinchee stated that the original bid included installing a small amount of fence by the pump house. We decided not install the pump house fence and to keep it for a future project. The \$500 credit is for labor.
2. AGC Parking ratify change order 1  
Hinchee stated this was a \$560 change order for a frame and grate. The contractor started doing excavating and hit a box that housed the phone and internet cables near the maintenance garage. The box was covered by vegetation so it was not identified during surveying.
3. Graf Trash Can ratify deduct  
The contractor accidentally hit a concrete trash can and the credit is for the replacement cost.
4. Central Park Electrical Pad ratify change order  
Staff asked the contractor to build a concrete pad under our electrical boxes. This area is typically wet and staff would like a safer work environment.
5. Central Park additional engineering  
Hinchee apologized that the wrong document was included in the packet. During permitting for the ice pads we were over the amount allowed for impervious surfacing, so V3 gave us options to convert other areas to permeable. Commissioner Kelly thought we should have received a not to exceed amount for engineering prior to doing the work. Hinchee didn't think they used all the management hours at the beginning of the project. He will check on that. Kelly asked for a break down on this and for a break down on field credits. The board was in agreement that Hinchee should ask for this.

#### D. Follow Up – Updates or Pending

1. Community Center Building Envelope Study – Contract sent to Williams  
No discussion

2. Central Ice Rinks – Grading underway, ice resurfacers received, meeting to discuss operations, portable restroom purchased, lighting costs, architecture

The ice re-surfacer is being stored at PSC. Staff is working to have it ready by Christmas break. Commissioner Morrill stated he would like to see dasher boards in the future

3. Cosley Animal Welcome Center – Fencing and trailer on site, contractor licensing  
Hinchee stated they are working to get temporary power set up.
4. Request to utilize county flood control properties for recreation – 510/514 S. Williston  
Benard stated that staff is waiting on the county to get back to us on property limitations. We are going to need to get a board vote to spend anything on play equipment.
5. Rathje permit still pending with City of Wheaton & DuPage County  
No discussion

#### 6. Roofing

- i. Receiving quotes on repair work

This was sent out to contractors

- ii. Taylor Barn Specs in progress

Hinchee stated we have a draft of the specifications that IRCA is proposing.

- iii. CAC storage – scheduling

No discussion

- iv. AGC Storage – Spoke with Williams regarding

Sperl stated that he contacted Williams regarding the documents for the AGC storage roof. They told him they dispose of all project files after 14 years.

Sperl found the warranty and it covers the coating. Commissioner Kelly recommended that Sperl have Butler come out to look at it.

7. Rice Pool Master Plan – Final report pending  
Sperl is waiting on the WTI's rendered drawings.

8. Memorial Park Master Plan – Consultants working with architect  
No discussion

9. WDSRA Rec & Roll at Central Athletic Complex – Architectural under way  
Hinchee stated that Larry Kmiecik is working on this and we should have the sketches pretty soon. Benard asked if the board was agreeable to Kmiecik doing the concept

drawings of moving the Rec Department over to CAC. The board was agreeable to this. Commissioner Kelly stated that staff can budget a concept plan on this if they want to.

#### **E. General Administrative Items**

1. Arrowhead House Options – Revised recommendations  
Benard stated he will have a new report before the end of the year. There is a crack in the foundation that ruined the dry wall in the basement. Staff is having the dry wall removed, and will get a quote for fixing the crack in the foundation.
2. Atten Cell Tower Lease – Engineering survey of existing facility pending; termination letter received from Sprint  
Benard stated that a local resident JT DeAlcazar deals with cell phone towers and recently started his own company consulting on cell phone towers. We could put a pole and lights at the ice rink and then use this in the future to provide a small easement to them to make money on a cell phone tower. The board was agreeable to Benard pursuing more information on this.
3. Seven Gables Barn Cell Phone Rent  
No discussion.
4. Bestler's Pond License Renewal  
Benard gave a brief history. We currently pay Karl Bestler \$600 a month to lease his pond. Bestler wants a long term lease at \$5,000 a month. Benard thinks the property is valuable and that we could do this for 10 years with a lease to buy option. It was identified that this exceeds the value of the appraisal. The board was agreeable to Benard carrying on conversations with Bestler on this topic but there was no interest in spending \$60,000 per year for 10 years.
5. Art in the Park  
Benard stated that we could have art displayed around town and in the parks for \$2,500 X 10 pieces plus \$10,000 for installation and removal for a total of \$35,000. We could re-coup the money through sponsorships and programming art walks. Benard thinks the district is lacking when it comes to art and this could help fill the gap. Commissioner Morrill would like to see a written proposal. Commissioner Mee and Kelly were not in favor of spending any money on this and would like to see what type of sponsorship money we could receive to cover it. All commissioners present thought the city and DWA and Chamber should be involved with covering the cost since all will benefit from it and that the park district shouldn't be paying for all of it.
6. Loretto  
Benard stated he has to write a letter to Pulte for land or cash for the Loretto property. Benard asked the board for permission to have a conversation with them and have Phil Luetkehans present about the concept of building a parking lot, fixing the pond and us taking some of their storm water. The board was agreeable to Benard talking to them.

The meeting was adjourned without objection at 6:35 p.m.