



Wheaton Park District

**Wheaton Park District Board of Commissioners
BUILDINGS, GROUNDS AND FINANCE
SUBCOMITTEE MEETING MINUTES
Wednesday January 4, 2023, 5:00 p.m.
DuPage County Historical Museum
Wheaton, IL 60187**

CALL TO ORDER –

President Frey called the meeting to order at 5:00 p.m., Commissioner Barrett, Commissioner Kelly, Commissioner Mee and Commissioner Pecharich were present

Commissioner Morrill and Commissioner Vires were absent.

Staff Present included: Executive Director Benard, Superintendent of Parks and Planning Hinchee, Director of Athletics & Facilities Novak, Director of Finance Simpson.

Finance and Administration

1. **Internet Service Failover Backup Services** – Review of Service Agreement with COEO Business Connectivity for \$2,474.50 per month for 36 months. Executive Director Benard stated that this is a housekeeping item for the renewal of backup internet services for several WPD facilities. In 2019, a three-year contract was signed that expired in March 2022. Since March of 2022, the district has been in a month-to-month agreement to allow our managed services provider (AIE) time to shop for competitive pricing. AIE is recommending that the district stay with the current vendor as the district is satisfied with the services provided and they have not been able to determine the relative credibility of the lower cost option. Commissioner Kelly and Commissioner Pecharich asked if back up services were critical based on the smaller scale of operations at Lincoln Marsh and Museum. Staff will reach out to AIE and district employees at the locations in question to determine the impact on the current proposal and service impacts of not having failover internet backup available at these two locations.

Buildings and Grounds

2. **Community Center Interior Renovation Phase Two** – Review of Planning and Construction Schedule

The schedule was reviewed. Staff will provide a professional services agreement proposal from Williams Architects, as well as fitness center consultant agreement proposal for Board review and action. Commissioner Kelly stated that once design concepts are finalized and the project scope determined, the architects will provide a presentation to the full board prior to completing design/construction documents.

3. **Briar Patch Park Civil Engineering Services** – Review of Professional Services Agreement with Engineering Resource Associates.in the amount of \$26,700

Benard stated this is for civil engineering services for planned improvements at Briar Patch Park which will be 50% funded through an Open Space, Land Acquisition and Development Grant through the Illinois Department of Natural Resources. Commissioner Pecharich asked for and received clarification on the typical timing of grant applications and approval process.

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. Discussion of Minutes of Meetings Lawfully Closed Under this Act, Whether for Purposes of Approval by the Body of the Minutes or Semi-Annual Review of the Minutes, 5 ILCS 120/2(c)(21)

ADJOURNMENT

Commissioner Mee moved to adjourn to closed session at 5:13pm for the purpose of discussing Purchase or Lease of Real Property, 5ILCS 120/2 (c)(5). Seconded by Commissioner Kelly.

Ayes: President Frey, Commissioners Barrett, Kelly, Mee and Pecharich
Nays: None
Absent: Morrill and Vires

