



Wheaton Park District

**Wheaton Park District Board of Commissioners
BUILDINGS, GROUNDS AND FINANCE
SUBCOMITTEE MEETING MINUTES
Wednesday January 10, 2024, 5:00 p.m.
DuPage County Historical Museum
Wheaton, IL 60187**

CALL TO ORDER –

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

Commissioner Barrett was absent.

Staff Present included: Executive Director Benard, Executive Assistant Siciliano, Superintendent of Parks and Planning Hinchee, Director of Athletics & Facilities Novak, Director of Marketing Wilhelmi

Finance and Administration

1. DuPage County Historical Museum Foundation – Review of Resolution Approving an Appointment to the Foundation Board

Executive Director Benard stated that Seemera Hussain has shown interest in being on the Museum Foundation board. Benard, Director of Marketing Wilhelmi and Museum Board President Marty Keller have all interviewed her. President Kelly asked if she had fundraising experience. Benard stated she has limited experience in the not for profit world but most of the board members do not have this type of experience, but they help to generate money by attending events and promoting the events to their networks. Benard reminded the board that we can remove our museum board appointments if they are not working out. The board agreed with Benard that he does not need to bring foundation board member reappointments to the board for approval.

2. Purchase of Residency Benefits by Non-Residents – Review of Policy Draft

Benard stated that we have two to three nonresidents that have expressed interest in buying residency. Benard used a policy model from the Naperville Park District. They get approximately two a year. Benard asked the board if they were agreeable with renters being charge 15% of their monthly rent payment, and property owners being charged based on the assessed valuation of their property, less the homestead exemption, multiplied by the current Wheaton Park District tax rate. They were. Benard asked the board if they were ok with people applying for this that are already in another park district. They were. Benard said that there will be no refunds with this policy and those who are eligible to annex their property into the park district are not eligible.

Persons with disabilities requiring reasonable accommodation to participate in this meeting should contact the park district's ADA Compliance Officer, Michael Benard, at the park district's Administrative Office, 102 E. Wesley Street, Wheaton, IL Monday through Friday from 8:30 am until 4:30 pm at least 48 hours prior to the meeting. Requests for a qualified ASL interpreter require five (5) working days advance notice. Telephone number 630.665.4710; fax number 630.665.5880.

Buildings and Grounds

1. **Community Center Rehab Project Phase 2 – Review of Change Order #2 with Stucky Construction**
Commissioner Frey asked about the cost for the shower heads. President Kelly stated this cost was not for shower heads, it is for shower units that are required for ADA accessibility. There is only one that is being installed. Staff received multiple prices on this, and this was the best. Commissioner Pecharich asked if this change order was all for the locker room. Kelly stated that most of it was from Parks Plus Fitness Center, not the locker room. The locker room and the fitness center are one project.
2. **Central Athletic Complex Kale Gym Floor Replacement Project – Review of Project Scope**
Benard stated that we tabled this last month due to finding asbestos. Kelly stated that there are 2 layers of felt paper that have asbestos on top of that is a layer of plastic, wood sleepers, plywood with a cushion and the wood gym floor. The only part that contains asbestos is the felt paper. Kelly and staff agree that it is safe to leave it and not disturb it. Superintendent of Planning Hinchee said that containing it is a common way to deal with asbestos. He also said that staff will turn this around quickly back to the board for approval.
3. **2024 Mowing and Line Trimming Services – Review of Proposals**
Benard stated we were not satisfied with the firm we contracted with last year to do south of Butterfield Park. That company did not submit a bid.
4. **Memorial Park – Review of Request for Approval to Serve Beer and Wine During Concerts and Special Event in 2024**
Benard stated that staff is recommending merging the Brewfest concept with the Octoberfest event, freeing up the August date and scheduling a concert in its place. The First Trust Cares Foundation no longer wishes to partner on the Night Run. Staff believe this is a good time to move Octoberfest to Memorial Park. Commissioner Frey asked what will happen to the children's portion of Octoberfest if Octoberfest is made to be an adult only event. Director of Marketing Wilhelmi stated that the events team will consider planning a different kid's event that will benefit the museum.
5. **Central Athletic Center Parking Lot – Review of License Agreement for Access and Use**
Benard said this is the second year we will be partnering with Bauer and Bauer Dentistry in this fashion. There is a 3% increase added to the agreement this year.
6. **Prairie Avenue Office Building – Review of Agreement with Computer System Innovations for Lease of Office Space**
Benard said that there is a 3% increase added to the agreement this year. Commissioner Frey asked if the tenant was downsizing his office space with us again this time. Benard stated he is not.

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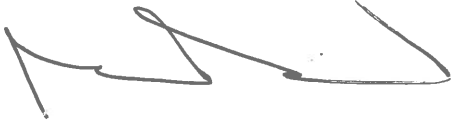
CLOSED SESSION & ADJOURNMENT

At 5:39 p.m. Commissioner Mee moved to adjourn to closed session for the purpose of discussing the: Pending, probable or imminent litigation, 5ILCS 120/ 2 (c) (11) Commissioner Vires seconded.

Motion passed by roll call vote.

Ayes: Frey, Mee, Pecharich, Vires, Kelly

Absent: Barrett

A handwritten signature in black ink, appearing to be 'Mee', written in a cursive style.