



Wheaton Park District

**Wheaton Park District Board of Commissioners
BUILDINGS, GROUNDS AND FINANCE
SUBCOMITTEE MEETING MINUTES
Wednesday January 12, 2022 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 Kelly, Commissioner Mee, Commissioner Morrill, 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 Special Facilities Bendy. Director of Marketing Wilhelmi

Guest: Peter Baroni from Government Navigations Group

Finance and Administration

1. **Government Relations Services Agreement** – Review of 2021 annual report and agreement with Government Navigation Group for government relations services in 2022

Peter Baroni from Government Navigation Group gave a short presentation for the board. He stated that GNG has represented the Wheaton Park District for more than a decade. They have been successful in seeking and securing grants for the district. In 2021, in terms of new grants, they sought and continue pursue an IDNR Museum Grant for the DuPage County Historical Museum to improve structural stability and restore its historic integrity. Additionally, they sought and continue to pursue an IDNR OSLAD grant for improvements to the Briar Patch Park. Finally, they sought and continue to pursue an IDNR Land and Water Conservation Fund Grant for the Lincoln Marsh Land Acquisition. Commissioner Kelly asked how many of the capital bill items that are on his report we received. Executive Director Benard answered that we have received a \$75,000 grant for the HVAC system at the museum and the rest are still pending. Commissioner Mee asked if GNG works with any of the administrators on the grants. Baroni stated they do. Commissioner Morrill asked if the county helps with grants pertaining to the museum. Benard stated they do. Benard stated to the board that he recommends engaging Government Navigation Group for 2022. All board members present were agreeable with this and putting this on the January agenda for approval.

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.

2. **Midwest Football Club Expense over \$10,000** – Review of reimbursement to Glen Ellyn Park District for soccer program partnership
Commissioner Kelly asked if the program fees covered the costs of this expense. Benard stated that in general, programs are priced for at least a 30% return. All board members present were agreeable to this being on the January agenda for approval.
3. **Special Event Apparel Expense over \$10,000** – Review of event apparel purchase invoices for the 2021 Reindeer Run
Benard explained that in this case, the purchasing policy requiring three competitive quotes was not adhered to by a staff member who was unclear on the quote threshold. The staff member however did make the purchase from the vendor that had historically provided the best price and product. All board members present were agreeable to this being on the January agenda for approval.

Buildings and Grounds

1. **Arrowhead Golf Club Starter Shelter** – Review of design for reconstruction
Benard stated there will be no action on this item. Staff wanted the board to review the design and provide feedback. The shelter will be built this winter and installed in the spring.
2. **Arrowhead Golf Club Equipment** – Review of Quotes for a Yamaha UMAX Two Range Picker and Accessories
Benard stated that hopefully there will not be any issues with this equipment being available when we order it as we've been experiencing with some other items ordered this year. No discussion. All board members present were agreeable to this being on the January agenda for approval.

ADJOURNMENT

At 5:13 p.m., Commissioner Vires moved to adjourn the meeting to enter closed session regarding The Selection of a Person to Fill a Vacancy in Public Office, 5 ILCS 120/2(c)(3) & Purchase or Lease of Real Property, 5ILCS 120/2 (c)(5)
Commissioner Kelly seconded.

Motion passed by roll call vote.

Ayes: Kelly, Mee Morrill, Vires, Frey

Nays: None

Abstain: None

Absent: Barrett

A handwritten signature in black ink, appearing to be 'M. Kelly', written over the list of names.