



# Wheaton Park District

## PUBLIC NOTICE

Wheaton Park District Board of Commissioners  
SUBCOMITTEE MEETING  
Wednesday January 12, 2022 5:00 p.m.  
DuPage County Historical Museum  
102 E. Wesley Street, Wheaton, IL 60187

**Public Notice Date January 7, 2022**

Public notice is hereby given that the Board of Park Commissioners of the Wheaton Park District, DuPage County, Illinois (the “Park Board”) will hold a Subcommittee Meeting at 5:00 pm on Wednesday January 12, 2022 at the DuPage County Historical Museum 102 E. Wesley Street, Wheaton, IL 60187

**Please contact Michael J. Benard, Board Secretary, for further information.**

**[mbenard@wheatonparks.org](mailto:mbenard@wheatonparks.org)**

Michael J. Benard  
Secretary

**The Agenda for the January 12, 2022 Subcommittee Meeting is as Follows:**

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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 630.945-7726; fax number 630.665.5880; email [dsiciliano@wheatonparks.org](mailto:dsiciliano@wheatonparks.org)



# Wheaton Park District

## **Subcommittee Meeting of the Wheaton Park District Board of Commissioners**

**January 12, 2022 5:00 pm**

*No Action Will Be Taken at This Meeting – Review & Discussion Only*

### **CALL TO ORDER**

### **DISCUSSION ITEMS**

#### **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
2. **Midwest Football Club Expense over \$10,000** – Review of reimbursement to Glen Ellyn Park District for soccer program partnership
3. **Special Event Apparel Expense over \$10,000** – Review of event apparel purchase invoices for the 2021 Reindeer Run

#### **Buildings and Grounds**

1. **Arrowhead Golf Club Starter Shelter** – Review of design for reconstruction
2. **Arrowhead Golf Club Equipment** – Review of Quotes for a Yamaha UMAX Two Range Picker and Accessories

### **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)
- f. The Selection of a Person to Fill a Vacancy in Public Office, 5 ILCS 120/2(c)(3).

### **ADJOURNMENT**

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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 630.945-7726; fax number 630.665.5880; email [dsiciliano@wheatonparks.org](mailto:dsiciliano@wheatonparks.org)

**To:** Wheaton Park District, Board of Directors  
**From:** Government Navigation Group; Leinenweber Baroni & Daffada Consulting  
**Re:** Legislative and Administrative Advocacy  
**Date:** January 12, 2022

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GNG and LBD have represented the Wheaton Park District for more than a decade, and 2021 was an up and down year with the continuation of the pandemic. Notwithstanding that continued challenge, GNG and LBD assisted WPD navigate the opportunities and minefields throughout government. We have used our bi-partisan approach to advocate for WPD in all aspects of government relations.

The focus this past year has been maintaining pursuit of funding opportunities for WPD – seeking new grants and ensuring that approved grants in the pipeline get funded through the five-year grant cycle. In 2021, in terms of new grants, we sought and continue pursue an IDNR Museum Grant for the DuPage County Historical Museum to improve structural stability and restore its historic integrity. Additionally, we sought and continue to pursue an IDNR OSLAD grant for improvements to the Briar Patch Park. Finally, we sought and continue to pursue an IDNR Land and Water Conservation Fund Grant for the Lincoln Marsh Land Acquisition. The foregoing pursuits continue through a combination of legislative and administrative advocacy. Those efforts entail seeking assistance from representatives and senators covering the WPD as well as their staffs in a coordinated outreach effort to IDNR. That legislative approach is coupled with a multi-pronged administrative outreach effort involving both the agency and the Governor’s administration.

One clear illustration of our efficacy beginning in 2020 and continuing through 2021 relates to an inter-agency dispute around capitol project funding. One administrative agency believed that another administrative agency had failed to comply with grant program protocols as they related to the District. This erroneous view led to a standoff between agencies and a direct threat to the funding of our project. We were able to address the problem through a mix of legislative and administrative outreach. The problem seems resolved and the project funding was preserved without limit or erroneous bureaucratic overreach – however, vigilance on maintaining that success must continue given the vagaries of state government.

Because the 2019 capitol program is a five-year process, the need for advocacy remains throughout the program. Capitol dollars do not get pushed out at one time and there is a need to maintain attention on the appropriate rollout of funding as it becomes available. We are fully engaged in that process and will continue to ensure that capitol dollars flow to the District pursuant to the capitol bill allocation for the life of the program.

In addition to administrative work, we intercede and push for legislative policy that benefits the District. For example, when a bill is introduced that would negatively impact your ability to operate, we step in and mitigate or eliminate negative impacts, including several bills that threatened the District during the 2021 Spring Legislative Session and the 2021 Veto Session. We read and monitor thousands of bills every year looking for things that may impact the district. We

are constantly making sure that elected policymakers, especially those representing Wheaton and their legislative leadership teams in the House and Senate, keep the WPD at the top of mind.

Finally, and most importantly, GNG and LBD are constantly looking for grants, capital funding, and other opportunities to bring money back to the WPD – in addition to and independent of the 2019 capitol program. Over the years, the amount of funding we have helped bring back to the WPD has been many multiples over what we have been paid. WPD is an outstanding organization that is well run, with a great reputation. Our historic collaborative success is driven by the WPD’s strong leadership.

As 2022 rolls forward, it is critical that we continue to seek out available funding in the federal government national pandemic relief fund for local units of government. The State of Illinois administers the relevant funding. Given the profound negative impacts the pandemic has had on WPD and all local units of government we will continue to pursue this potential avenue of relief. The window on access will not last forever and our experience and expertise will be important for the WPD to obtain any eligible funding opportunities.

**Grants and Funding:** Working together, we have been successful in securing a number capital projects for WPD. We are confident our knowledge of the programs and our relationships at DNR and DCEO have been instrumental in our success. However, we absolutely would not be successful without all the effort you and your team put into it. We always have a great story to tell with the grants projects you put forth. Also, I would remiss if I did not specifically highlight Rob Sperl again. Rob writes outstanding grants and we have NEVER lost one because of a technical issue with the grant (which is very unusual).

At our presentation last year to the Wheaton Park District Board, we provided an update on the following projects as examples of grants and capital projects GNG/LBD has assisted with. This is the perfect illustration of why you always want to have a constant, consistent government relations presence in Springfield. In an arena with thousands of interests jostling to advocate for their priorities with decision-makers, we have become the face of Wheaton Park District and when an opportunity has arisen to receive state funding, the record proves we have been successful in ensuring the WPD is a priority.

For your reference, the Wheaton Park District received 9 projects in HB 62 (the 2019 Capital bill), **totaling \$532,900**, and listed is each legislative member we worked with for that specific project.

- |  |           |
|--|-----------|
| 1. Crosley Zoo                                 | \$10,000  |
| Senator Laura Ellman, Representative Amy Grant |           |
| 2. DuPage Museum HVAC                          | \$75,000  |
| Senator Laura Ellman, Representative Amy Grant |           |
| 3. Sensory Playground                          | \$60,000  |
| Senator Laura Ellman, Representative Amy Grant |           |
| 4. Kelly Park Playground                       | \$175,000 |
| Senator Laura Ellman, Representative Amy Grant |           |

5. Lincoln Marsh Ped Bridge	\$80,000
Senator Laura Ellman, Representative Amy Grant	
6. Northside Pool Boiler	\$30,000
Senator Laura Ellman, Representative Amy Grant	
7. Rathje Park Preschool Roof	\$35,000
Senator Laura Ellman, Representative Amy Grant	
8. Seven Gables Shelter Bld	\$27,900
Senator Laura Ellman, Representative Amy Grant	
9. Toohey Park Ped Bridge	\$40,000
Senator Laura Ellman, Representative Amy Grant	

In addition to the 2019 Capitol bill, we got a re-appropriation of a general capitol project appropriation for the Wheaton Park District received in 2009 in HB 262 (the 2019 re-appropriation of the 2009 Capital bill), **totaling \$40,000.**

Moreover, we were able to get a **\$400,000+ grant was issued and released** to the Park District for the Park District Headquarters in downtown Wheaton. This is another crucial role we play – making sure the appropriated money gets released. It is one thing to get appropriations in bills, it is another, additional thing to get the money released. We have been and will be constantly seeking the release of these dollars for the Park District.

Pursuant to the above, we will continue our strong relationships with legislators who represent the WPD and the Administrative agencies that oversee funding:

**Legislators:**

1. Senator Laura Ellman, 21<sup>st</sup> Legislative District
2. Representative Amy Grant, 42<sup>nd</sup> Representative District
3. Representative Terra Costa Howard, 48<sup>th</sup> Representative District
4. Senator Suzy Glowiak Hilton, 24<sup>th</sup> Legislative District

**Administrative Agencies:**

1. The Governor’s Office
2. Department of Natural Resources
3. Department of Commerce and Economic Opportunity

**Legislation:** There are approximately 10,000 bills filed that are filed in the Illinois during an average General Assembly period. In addition to filed bills, thousands of amendments were also filed and attached to many of those bills. These bills and amendments range from a few pages to complex documents that are over a thousand pages. We review each bill and amendment to determine what if any effect it may have on the Park District. This review process is ongoing as the stream of filed bills and amendments never ends. Also, because we are known as the Park District's advocates, we hear about ideas before they become legislation and advocate the Park

District's position before the idea becomes a bill -- often resulting is no legislation being filed or filed with changes we requested. We often partner with other groups and organizations that share our interests, such as the Illinois Association of Park Districts, and other park districts and units of local government, to address legislation most effectively. A great example of that is the work we did on the Freedom of Information and public meetings acts. The end result was legislation that allowed for better transparency without unintended consequences that would have overburden park districts with unfunded mandates.

Once we identify relevant legislation, we discuss with the WPD executive director to determine a direction to take. We utilized the information provided by the WPD to advocate for or against, each relevant bill, in a variety of ways. In most instances we successfully convinced legislative sponsors, directly and through their staffs, not to call bills we oppose. The partnership we have built with you and your staff has been critical to our success in the legislative arena. Wheaton Park District is exceptional at turning around opinions on proposed legislation. For example, because of the information you provided us, Government Navigation Group was able to effectively advocate at appropriation committee hearings against proposed cuts to the OSLAD grant program - a lifeblood program to WPD's capital and acquisition initiatives.

As you know, the majority of these grants were sponsored by specific legislators. If we are going to continue to be successful, it is imperative that we continue working on our relationships with your elected officials, every day and all the time. We appreciate the opportunity to represent such an outstanding organization and hope to help you fulfill your mission for years to come.

## **GOVERNMENT RELATIONS SERVICE AGREEMENT**

THIS AGREEMENT (“Agreement”) is made as of the 19<sup>th</sup> of January, 2022 by and between Government Navigation Group, Inc. (“GNG”) with offices at 213 W. Institute Place, Suite 404, Chicago, Illinois 60610 and Wheaton Park District (“Park District”) with its principal office at 102 E. Wesley Street, Wheaton, Illinois, 60187 For purposes of this Agreement, GNG and Park District may also be referred to individually as a “Party” or together as the “Parties.”

### **RECITALS**

WHEREAS, Park District wishes to retain GNG to assist Park District in securing government funds in support of Park District’s government purposes and to perform certain other government relations services to promote the business, services, reputation and interests of Park District as may be requested by Park District (collectively, the “Services”), on and subject to the terms and conditions of this Agreement; and

WHEREAS, GNG has represented to Park District that it is qualified and capable to perform and is willing perform the Services for Park District in the State of Illinois;

NOW, THEREFORE, in consideration of the payments to be made to GNG as provided herein, and in consideration of the mutual agreements and covenants contained herein, Park District and GNG agree as follows:

1. Incorporation of Recitals and Term.

The Recitals are hereby incorporated in and made a part of the agreement of the Parties.

The term of this Agreement shall commence on January 1, 2022 and unless sooner terminated in accordance with the provisions of this Agreement, shall remain in effect through December 31, 2022 (the “Term”).

Expiration or early termination of the Term shall not terminate any obligations of the Parties that accrued prior to termination and continue after termination, including but not limited to, those obligations set forth in Sections 5, 6, and 7, and shall in no way be deemed to be construed as a restriction, limitation or waiver of either Party’s rights to pursue any additional available remedy at law or equity.

## 2. Services

Park District hereby retains GNG and GNG hereby undertakes to exercise its best efforts to perform the Services.

The Services will be provided directly by GNG, or where appropriate, by individuals or entities retained by GNG that GNG knows to be qualified and competent to perform the Services which GNG assigns to them and which or who GNG believes will help to accomplish the Services (collectively, the "GNG subcontractors"). As between the Park District and GNG, GNG will be solely responsible for the actions of the GNG subcontractors and Park District shall not be responsible for any fees owed to outside individuals or entities, including GNG subcontractors, unless responsibility for payment of such amounts is pre-approved by Park District in writing. Furthermore, GNG represents that any individual or entity retained by GNG will be bound to the same obligations of GNG under this Agreement, including but not limited to the obligation of confidentiality.

GNG will identify any special restrictions, limitations or terms associated with each source of funds which it advises Park District may be available for its use in support of its government functions.

All substantive written communications to funding sources on behalf of Park District will be submitted to Park District's Executive Director for review and approval prior to submission to the appropriate governmental body or agency.

Services shall at all times be coordinated with the Park District's Executive Director in such a fashion that he is aware of intended activities to be undertaken by GNG prior to their being performed, in the event, for whatever reason, he determines that such planned activity is not in the best interests of Park District.

Park District's Executive Director shall inform GNG promptly of any changes in previously communicated Services goals and objectives of Park District which might require modification of Services or their performance.

GNG understands and acknowledges that Park District lacks the specialized expertise to perform the Services on its own behalf and that it is relying on the expertise of GNG to properly perform the Services in the best interests of Park District. Accordingly, GNG shall inform Park District immediately if GNG believes any request or direction given by Park District in connection with the Services is contrary to laws, rules or regulations to which GNG or the Services are subject or which in GNG's opinion are otherwise not in the Park District's best interests.



3. Compensation and Expenses

For and in consideration of GNG's performance of Services in accordance with the terms and conditions of this Agreement, Park District shall pay GNG a retainer at the rate of \$4,000 per month for the period beginning January 1, 2022 and ending December 31, 2022.

If GNG determines that there is a need to incur additional costs and expenses in the performances of Services hereunder, then in that event, Park District shall reimburse GNG for the same, provided the nature, amount and circumstances thereof are fully disclosed to and approved by the Executive Director of Park District prior to the time such additional costs or expenses are incurred. GNG will provide a detailed accounting of all such additional costs and expenses.

4. Payment Terms/Late Payment

Payment to GNG in accordance with the above payment schedule shall be paid by Park District in accordance with the Illinois Local Government Prompt Payment Act. All billing statements will include a reasonably detailed description of the Services to which the bill relates and the name(s) and position(s) of the persons performing the Services, as well as a reasonably detailed description of the expenses incurred and copies of third party invoices and receipts, as applicable, pertaining to such expenses.

5. Compliance with State and Federal Laws

In rendering Services on behalf of Park District, GNG shall comply fully with all federal, state, and local laws, rules and regulations applicable to the Services and the performance thereof and agrees to fully comply with all applicable laws, decrees, rules, regulations, orders, ordinances, actions, and requests of any federal, state, or local governmental or judicial body, agency, or official (collectively "legal requirements") pertaining or related to this Agreement or the performance of the Services. GNG possesses and shall maintain during the term of this Agreement, all registrations and licenses required for the performance of the Services and shall notify Park District immediately in the event any claim is made, proceeding brought or action taken against GNG alleging non-compliance with any legal requirements. Park District in its sole discretion may suspend or terminate this Agreement immediately upon written notice to GNG in the event Park District receives information from any credible source that GNG may not be in compliance with legal requirements. Park District shall also comply fully with all legal requirements associated with its performance of its obligations under this Agreement.

6. Indemnification

GNG will assume full responsibility for and shall indemnify and hold harmless Park District and its elected and appointed officials, officers, employees, and agents, from and against any and all losses, claims, liabilities, penalties, fines, causes of action, damages, costs and expenses (including reasonable attorney's fees and expenses) arising out of or resulting from any negligence or wrongful or willful misconduct on the part of GNG or on the part of any of the GNG subcontractors or any breach by GNG or any of the GNG subcontractors of any of its obligations under, or of the terms and provisions of, this Agreement.

To the extent permitted by Law, Park District will assume full responsibility for and shall indemnify and hold harmless GNG and its subsidiaries and their directors, officers, GNG subcontractors, employees and agents, from and against any and all losses, claims, liabilities, penalties, fines, causes of action, damages, costs and expenses (including reasonable attorney's fees and expenses) arising out of or resulting from Park District's sole gross negligence or willful and wanton misconduct, or any breach by Park District of any of its obligations under, or any of the terms and provisions of this Agreement.

7. Confidentiality

In rendering Services pursuant to this Agreement, GNG, the GNG subcontractors and its and their associates and employees may acquire or be exposed to confidential information or trade secrets concerning the business and operations of Park District or its affiliates. GNG agrees to treat and maintain all such information and data as Park District confidential property and not to divulge it to others at any time or use it for private purposes or otherwise, except as such use or disclosure may be required in connection with performance of the Services or as may be consented to in advance and in writing by Park District. The confidentiality obligations hereunder shall not extend to: (i) Confidential information already in the possession of GNG without any obligation of confidentiality; (ii) Confidential information already in the public domain; or (iii) Confidential information independently received by GNG without any obligations of confidentiality. The obligations of GNG contained in this Paragraph shall ensure that any employees, agents, or subcontractors of GNG who have access or exposure to the aforesaid information shall be bound by these obligations of confidentiality.

8. Independent Contractor.

Park District is not an employer or joint venturer of GNG. In all matters relating to this Agreement, GNG shall be acting as an independent contractor. Park District shall not withhold from the compensation paid to GNG any taxes or other items due to be paid by GNG. At the end of the calendar year, Park District shall file the necessary Information Returns (U.S. IRS form 1099) with respect to the compensation paid to GNG.

9. Termination

In addition to its right to terminate early under any other provision of this Agreement, either Party may terminate this Agreement at any time upon at least thirty (30) days prior written notice to the other Party, provided that if GNG has commenced but not completed certain Services for which it has received payment, GNG shall not terminate this Agreement prior to the completion of such Services without Park District's written consent. Either Party may terminate this Agreement immediately upon written notice to the other Party the event of a breach by the other Party of any of its obligations under this Agreement.

Upon the expiration of this Agreement or upon the effective date of early termination of this Agreement, all obligations of the Parties under this Agreement shall cease, with the exception that (i) Park District shall remain liable to GNG for payment of all retainer amounts that were or would become due and owing to GNG for Services properly rendered in accordance with this Agreement through the month the termination is effective, and (ii) GNG shall remain responsible to Park District for the provision of such Services for which it has received payment in accordance with this Agreement, and also with the exception of such other obligations which by the specific terms of this Agreement continue after termination of the Agreement, including those set forth in paragraphs 6, 7 and 8.

10. Non-Assignment

This Agreement shall be personal to the Parties and no Party shall (by operation of law or otherwise transfer or assign its rights or delegate its performance hereunder, and any such transfer, assignment, or delegation shall be void and of no effect. This Paragraph shall not apply to GNG' use of sub-contractors noted above.

11. Entire Agreement; Amendments, Etc.

This Agreement, including the Recitals, contains the entire agreement and understanding of the Parties, and supersedes all prior agreements and understandings relating to the subject matter of this Agreement. No modification or waiver of this Agreement shall be effective unless the modification or waiver shall be in writing, signed by both Parties to the Agreement. Any waiver shall be effective only in the specific instance and/or the specific purpose for which given.

12. No Waiver

No failure or delay on the part of either GNG or Park District in exercising any right or remedy under this Agreement shall operate as a waiver of such right or remedy. The exercise of any such right or remedy shall not preclude any other exercise of any right or remedy under this Agreement. Nothing contained in this Agreement shall act as a waiver by the Park District of its rights, defenses and immunities provided at law or in



TO: Board of Commissioners

FROM: Daniel Novak, Director of Athletics & Facilities  
Adam Lewandowski, Superintendent of Athletic Programs & Facilities

THROUGH: Michael Benard, Executive Director

RE: Approval of Payment exceeding \$10,000

DATE: January 12, 2022

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**SUMMARY:**

Staff seeks board approval for payment to Glen Ellyn Park District for the reimbursement of fees and services for the partnered Midwest Football Club in the amount of \$25,655.54 for the Fall 2021 season.

The Wheaton and Glen Ellyn Park Districts partner together in offering the Girls Elite 2005 & Girls Elite 2006/2007 soccer teams. The Glen Ellyn Park District covered all team cost including league fees, trainer fees, tournament registration, indoor field usage and referee costs. This partnership was created to provide competitive soccer and higher-level instruction to our residents at this age level. Our partnership continues with overwhelming success meeting all the program goals and the Athletic Department expects this success to continue.

**REVENUE OR FUNDING IMPLICATIONS:**

Expense to be paid for out of the Midwest FC operational budget and covered by player/program registration fees.

Midwest FC	Expense
Girls Elite 2006/2007	\$12,307.00
Girls Elite 2005	\$13,348.54
Total	\$25,655.54

**RECOMMENDATION:**

Approval for payment to Glen Ellyn Park District for the reimbursement of fees for the partnered Midwest Football Club in the amount of \$25,655.54 for the Fall 2021 season.

# GLEN ELLYN PARK DISTRICT

SERVING RESIDENTS SINCE 1919

Glen Ellyn Park District  
185 SPRING AVENUE  
GLEN ELLYN, IL. 60137  
Phone 630-858-2462 Fax 630-858-4378

# INVOICE

DATE: January 4, 2022  
INVOICE # 2016-01  
FOR: *Midwest FC Girls  
Fall 2021 Season*

Bill To: Wheaton Park District  
Dan Novak/Adam Lewandowski  
1777 S Blanchard Street  
Wheaton, IL 60189

DESCRIPTION	AMOUNT
Midwest FC 2006/2007 Girls Elite (2021-2022 Season)	\$12,307.00
Midwest FC 2005 Girls Elite (2021-2022 Season)	\$13,348.54
<b>TOTAL</b>	<b>\$25,655.54</b>

Make all checks payable to **GLEN ELLYN PARK DISTRICT**  
If you have any questions concerning this invoice, contact Brad Thomas at [bthomas@gepark.org](mailto:bthomas@gepark.org)

**THANK YOU FOR YOUR BUSINESS!**

# GLEN ELLYN PARK DISTRICT

SERVING RESIDENTS SINCE 1919

Glen Ellyn Park District  
185 SPRING AVENUE  
GLEN ELLYN, IL. 60137  
Phone 630-858-2462 Fax 630-858-4378

DATE: December 8, 2021  
INVOICE # 2016-01  
FOR: Midwest FC  
2006/2007 Girls

Bill To: Wheaton Park District  
Adam Lewandowski  
1777 S Blanchard Street  
Wheaton, IL 60189

Acct # 20-220-204-52-5280-4456  
COI \_\_\_\_\_ IND. CONTRACT \_\_\_\_\_  
VRFY AMT 25,655.54 \$10K MMO \_\_\_\_\_  
PO # \_\_\_\_\_  
Vendor # 00326 *MFC 3000 / District reimbursement*

DESCRIPTION	AMOUNT
Midwest FC 2006/2007 Girls Elite 2021-2022 Season Reimbursement	
IWSL Fall League Fees \$930.00 (paid on 7/31/21)	
Future Pros Fees (\$511 per player x 14 players)	\$7,154.00
IYSA Presidents Cup (Tournament #1)	\$925.00
Lakers Fall Classic (Tournament #2)	\$600.00
Rockford College ID Showcase (Tournament #3)	\$950.00
CISL Winter Indoor League Registration	\$1,800.00
Fall Referee Fees (\$82 x 2 games)	\$164.00
Winter Indoor Field Usage ASFC (\$5,000/7 MFC teams)	\$714.00
<b>TOTAL</b>	<b>\$12,307.00</b>

Make all checks payable to GLEN ELLYN PARK DISTRICT  
If you have any questions concerning this invoice, contact Brad Thomas at 630-942-7288

THANK YOU FOR YOUR BUSINESS!





TO: Board of Commissioners

FROM: Margie Wilhelmi, Director of Marketing, Development and Events

THROUGH: Mike Benard, Executive Director

RE: Reindeer Run Apparel | Purchase over \$10,000

DATE: January 6, 2022

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**SUMMARY:** Staff seeks the board’s approval for payment to Marathon Sportswear for Reindeer Run Apparel in the amount of \$10,008.45. Each year the special event team releases a detailed request for proposal for pricing of apparel for all special events. Unfortunately, due to the uncertainty and cancellation of many of the special events in 2021, due to COVID-19, an RFP was not completed for the 2021 events.

The new event manager, at the time, was unclear on the process and did not follow the purchasing policy requiring 3 bids for budgeted purchases over \$5,000. They did, however, review RFP quote results from the 2019 and 2020 event seasons and chose the historical low bidder from both years to award the Reindeer Run order to. They did not anticipate the expenditure to surpass \$10,000.

The total purchase of \$10,008.45 is made up of three separate orders. The first order was based on a conservative estimate of what was expected for registration, due to COVID-19. The second order was placed, when registration started increasing closer to the event day. The third order was to accommodate volunteers who did not receive a t-shirt at the event since registration was higher than expected.

**REVENUE IMPLICATIONS:** Race Registration revenue covers the cost of the apparel. The event in total produced a positive bottom-line profit.

**ATTACHMENTS:**

- (1) Marathon Sportswear Invoice for original t-shirt order
- (2) Marathon Sportswear Invoice for additional t-shirts
- (3) Marathon Sportswear Invoice for volunteer t-shirt order
- (4) RFP quote results from 2019 and 2020

**RECOMMENDATION:** Staff seeks board approval to pay Marathon Sportswear invoices for the Reindeer Run 2021 long-sleeved shirts from Marathon Sportswear in the amount of \$10,008.45.

We apologize that the Wheaton Park District purchasing policy requiring three competitive quotes for purchases over \$5,000 was not adhered to in this case.



# Invoice: 62700

Date Ordered: 10/27/21  
 Date Invoiced: 11/29/21  
 Date Due: 12/29/21

Ordered By	Phone	Fax	Email
Amy Seklecki	630-510-4989		aseklecki@wheatonparks.org

WHEATON PARK DISTRICT  
 855 W. PRAIRIE  
 WHEATON, IL 60187

SHIP TO:  
 WHEATON PARK DISTRICT  
 1777 S. BLANCHARD ROAD  
 MICHELLE ARTIS  
 WHEATON, IL 60189

Customer #	PO Number	Terms	Salesperson	Ship Method
1327	Reindeer Run	Net 30	Beth O'Rourke	

Design ID	Design Title	Type
41037	Reindeer Run - Youth - Sponsors	Screen
41038	Reindeer Run - Adult - Sponsors	Screen

Qty	Part Number	Color	Description	Youth							Unit Price	Total Price	
				Adult	xs	s	m	lg	xl	Other			
12	Screen		Screen Charge								12	25.00	300.00
300	YST350LS	Forest Green	Sport-Tek Youth Long Sleeve Posicharge Competitor Tee			50	100	100	50			6.50	1,950.00
675	PC381LS	Forest Green	Port & Company Long Sleeve Essential Blended Performance Tee	200	200	200	75					6.50	4,387.50
50	PC381LS_2x	Forest Green	Port & Company Long Sleeve Essential Blended Performance Tee						50			7.70	385.00
10	PC381LS_3x	Forest Green	Port & Company Long Sleeve Essential Blended Performance Tee							10		8.45	84.50
1035													

Subtotal	7,107.00
Sales Tax	
Shipping	149.19
Total	7,256.19
Paid	
Balance	7,256.19

Note:  
 Exemption: WHEATON PARK DIST

# MARATHON SPORTSWEAR

12757 South Homan Avenue  
Blue Island, Illinois 60406  
708.389.5390

## Invoice: 63475

Date Ordered: 11/30/21  
Date Invoiced: 12/3/21  
Date Due: 1/2/22

Ordered By	Phone	Fax	Email
Amy Seklecki	630-510-4989		aseklecki@wheatonparks.org

WHEATON PARK DISTRICT  
855 W. PRAIRIE  
WHEATON, IL 60187

SHIP TO:  
WHEATON PARK DISTRICT  
855 W. PRAIRIE  
AMY SEKLECKI  
WHEATON, IL 60187

Customer #	PO Number	Terms	Salesperson	Ship Method
1327	Reindeer Run	Net 30	Beth O'Rourke	Delivery

Design ID	Design Title	Type
41037	Reindeer Run - Youth - Sponsors	Screen
41038	Reindeer Run - Adult - Sponsors	Screen

Qty	Part Number	Color	Description	Youth						Other	Unit Price	Total Price
				xs	s	m	lg	xl	Adult			
165	PC381LS	dk green	Port & Company Long Sleeve Essential Blended Performance Tee	25	55	60	25				6.50	1,072.50
25	PC381LS_2x	dk green	Port & Company Long Sleeve Essential Blended Performance Tee						25		7.70	192.50
75	YST350LS	dk green	Sport-Tek Youth Long Sleeve Posicharge Competitor Tee		25	25	25				6.50	487.50
12	Setup		Setup Fee									
265									12		15.00	180.00

Subtotal	1,932.50
Sales Tax	
Shipping	120.92
Total	2,053.42
Paid	
Balance	2,053.42

Note:  
Exemption: WHEATON PARK DIST



# Invoice: 63827

Date Ordered: 12/15/21

Date Invoiced: 12/22/21

Date Due: 1/21/22

Ordered By	Phone	Fax	Email
Margie Wilhelmi	630-510-4984		mwilhelmi@wheatonparks.org

WHEATON PARK DISTRICT  
855 W. PRAIRIE  
WHEATON, IL 60187

SHIP TO:  
WHEATON PARK DISTRICT  
855 W. PRAIRIE  
MARGIE WILHELMI  
WHEATON, IL 60187

Customer #	PO Number	Terms	Salesperson	Ship Method
1327	Reindeer	Net 30	Beth O'Rourke	Delivery

Design ID	Design Title	Type
41038	Reindeer Run - Adult - Sponsors	Screen

Qty	Part Number	Color	Description	Youth							Unit Price	Total Price	
				Adult	xs	s	m	lg	xl	Other			
86						35	25	10	10	6		610.00	
70	PC381LS	dk green	Port & Company Long Sleeve Essential Blended Performance Tee			35	25	10				6.50	455.00
10	YST350LS	dk green	Sport-Tek Youth Long Sleeve Posicharge Competitor Tee							10		6.50	65.00
6	Setup		Setup Fee								6	15.00	90.00

Subtotal	610.00
Sales Tax	
Shipping	88.84
Total	698.84
Paid	
Balance	698.84

Note:

Exemption: WHEATON PARK DIST

**Reindeer Run 2019**

*Youth Runner Shirt*

	Quantity
YS	75
YM	140
YL	160
YXL	90

*Adult Runner Shirt*

S	375
M	375
L	370
XL	290
XXL	65
XXXL	10

Total Runner Shirts 1950

Shipping & Screen Print

**TOTAL INVOICE** 1950

**Running Awards &**

\$ 6.99	\$ 524.25
\$ 6.99	\$ 978.60
\$ 6.99	\$ 1,118.40
\$ 6.99	\$ 629.10

\$ 6.99	\$ 2,621.25
\$ 6.99	\$ 2,621.25
\$ 6.99	\$ 2,586.30
\$ 6.99	\$ 2,027.10
\$ 8.49	\$ 551.85
\$ 9.49	\$ 94.90

\$ 13,753.00

**Marathon - 4c**

\$ 5.99	\$ 449.25
\$ 5.99	\$ 838.60
\$ 5.99	\$ 958.40
\$ 5.99	\$ 539.10

\$ 5.99	\$ 2,246.25
\$ 5.99	\$ 2,246.25
\$ 5.99	\$ 2,216.30
\$ 5.99	\$ 1,737.10
\$ 6.99	\$ 454.35
\$ 7.99	\$ 79.90

\$ 11,765.50

**Marathon - 5c**

\$ 6.10	\$ 457.50
\$ 6.10	\$ 854.00
\$ 6.10	\$ 976.00
\$ 6.10	\$ 549.00

\$ 6.10	\$ 2,287.50
\$ 6.10	\$ 2,287.50
\$ 6.10	\$ 2,257.00
\$ 6.10	\$ 1,769.00
\$ 7.10	\$ 461.50
\$ 8.10	\$ 81.00

\$ 11,980.00

**Blue Sky**

\$ 8.99	\$ 674.25
\$ 8.99	\$ 1,258.60
\$ 8.99	\$ 1,438.40
\$ 8.99	\$ 809.10

\$ 8.99	\$ 3,371.25
\$ 8.99	\$ 3,371.25
\$ 8.99	\$ 3,326.30
\$ 8.99	\$ 2,607.10
\$ 9.99	\$ 649.35
\$ 10.99	\$ 109.90

\$ 17,615.50

**PROMO SPARK**

\$ 8.99	\$ 674.25
\$ 8.99	\$ 1,258.60
\$ 8.99	\$ 1,438.40
\$ 8.99	\$ 809.10

\$ 8.99	\$ 3,371.25
\$ 8.99	\$ 3,371.25
\$ 8.99	\$ 3,326.30
\$ 8.99	\$ 2,607.10
\$ 8.99	\$ 584.35
\$ 8.99	\$ 89.90

\$ 17,530.50

BASED ON 4 COLOR IMPRINT

BASED ON 5 COLOR IMPRINT

Reindeer Run 2020  
 Youth Runner Shirt

Quantity

**Running Awards  
& Apparel**

**Marathon - 4c**

**Easy Apparel**

**Advertising in  
Action**

**Promo Spark**

	YS	75	\$ 6.29	\$ 471.75	\$ 5.99	\$ 449.25	\$ 6.08	\$ 456.00	\$ 7.14	\$ 535.50	\$ 9.00	\$ 675.00
	YM	140	\$ 6.29	\$ 880.60	\$ 5.99	\$ 838.60	\$ 6.08	\$ 851.20	\$ 7.14	\$ 999.60	\$ 9.00	\$ 1,260.00
	YL	160	\$ 6.29	\$ 1,006.40	\$ 5.99	\$ 958.40	\$ 6.08	\$ 972.80	\$ 7.14	\$ 1,142.40	\$ 9.00	\$ 1,440.00
	YXL	90	\$ 6.29	\$ 566.10	\$ 5.99	\$ 539.10	\$ 6.08	\$ 547.20	\$ 7.14	\$ 642.60	\$ 9.00	\$ 810.00
<i>Adult Runner Shirt</i>	S	375	\$ 6.29	\$ 2,358.75	\$ 5.99	\$ 2,246.25	\$ 6.08	\$ 2,280.00	\$ 7.14	\$ 2,677.50	\$ 9.00	\$ 3,375.00
	M	375	\$ 6.29	\$ 2,358.75	\$ 5.99	\$ 2,246.25	\$ 6.08	\$ 2,280.00	\$ 7.14	\$ 2,677.50	\$ 9.00	\$ 3,375.00
	L	370	\$ 6.29	\$ 2,327.30	\$ 5.99	\$ 2,216.30	\$ 6.08	\$ 2,249.60	\$ 7.14	\$ 2,641.80	\$ 9.00	\$ 3,330.00
	XL	290	\$ 6.29	\$ 1,824.10	\$ 5.99	\$ 1,737.10	\$ 6.08	\$ 1,763.20	\$ 7.14	\$ 2,070.60	\$ 9.00	\$ 2,610.00
	XXL	65	\$ 7.79	\$ 506.35	\$ 6.99	\$ 454.35	\$ 6.75	\$ 438.75	\$ 8.91	\$ 579.15	\$ 10.50	\$ 682.50
	XXXL	10	\$ 8.79	\$ 87.90	\$ 7.49	\$ 74.90	\$ 7.25	\$ 72.50	\$ 11.26	\$ 112.60	\$ 12.00	\$ 120.00
Total Runner Shirts		1950										
Shipping & Screen Print												
<b>TOTAL INVOICE</b>		1950		\$ 12,388.00		\$ 11,760.50		\$ 11,911.25		\$ 14,079.25		\$ 17,677.50

TO: Board of Commissioners

FROM: Rob Sperl, Director of Parks & Planning  
Steve Hinchee, Superintendent of Planning

THROUGH: Michael Benard, Executive Director

RE: Arrowhead Starter Shed

DATE: January 5, 2022

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**SUMMARY:**

Staff developed concept plans for the replacement of the existing starter shed that reflects the character of the clubhouse and provides a larger shaded overhang outside. These plans were provided to Nevin Hedlund Architects to produce stamped plans that could be submitted for permit through DuPage County. The goal is to have a new starter shed constructed before the course opens in the spring utilizing in-house staff to build the new starter shed.

**PREVIOUS COMMITTEE/BOARD ACTION:**

N/A

**REVENUE OR FUNDING IMPLICATIONS:**

\$15,000 is allocated in the FY2022 (60-611-000-53-5393-0000) budget for in-house construction.

**STAKEHOLDER PROCESS:**

Appropriate staff was consulted in developing a concept plan that was provided to the architect.

**LEGAL REVIEW:**

N/A

**ATTACHMENTS:**

Nevin Hedlund Architect's plans

**ALTERNATIVES:**

N/A

**RECOMMENDATION:**

Staff is seeking consensus for the proposed plan from the Wheaton Park District Board of Commissioner's.











TO: Board of Commissioners  
FROM: Bruce Stoller, Director of Golf  
THROUGH: Mike Benard, Executive Director  
RE: Yamaha UMAX Two Range Picker  
DATE: December 13, 2021

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**SUMMARY:**

Funds have been budgeted in 2022 for the purchase of a new range picker utility cart to replace one of the two that are currently in our fleet. The two current vehicles were purchased in 2010 and 2011. The carts are used every day during the golf season to push the range picker attachment and to transport range balls. A determination will be made once the new cart is delivered about which of the two old vehicles to take out of service.

**Equipment Description:**

**Yamaha UMAX Two**

This utility vehicle has an expanded cargo bed and increased load capacity which allows us to move more golf balls per trip. It includes a steel safety cage and mounting bracket for the ball picker attachment.

Harris Golf Cars Yamaha UMAX	\$12,490
Thorns Golf Cars Yamaha UMAX	\$12,600
Lake Geneva Golf Car Yamaha UMAX	\$13,008

**PREVIOUS COMMITTEE/BOARD ACTION:**

The equipment was approved as part of the budget process for 2022.

**REVENUE OR FUNDING IMPLICATIONS:**

\$12,750 is budgeted in 2022 for the purchase of this equipment. Staff anticipates a small cost offset by selling the old vehicle.

**STAKEHOLDER PROCESS:**

We are currently using a similar model on the driving range and another in our maintenance fleet which both perform well.

**LEGAL REVIEW:** NA

**ATTACHMENTS:**

- Equipment quotes

**ALTERNATIVES:**

It is our desire to replace equipment on a regular basis to allow staff to efficiently complete tasks. Engines have already been replaced on both of our current units and they are again nearing the end of their useful lives.

**RECOMMENDATION:**

Staff recommends the purchase of a Yamaha UMAX Two Range Picker with range cage and picker mount from Harris Golf Cars at a cost of \$12,490.



**For:**  
**Arrowhead Golf Club**  
**Attn: Bruce Stoller**



Serving Iowa, Illinois, Nebraska & Wisconsin

Iowa Location:  
 155 N. Crescent Ridge - Dubuque IA 52003  
 Illinois Location:  
 549 Heartland Drive, Suite A - Sugar Grove, IL 60554  
 Nebraska Location:  
 1020 S Highway 30 - Blair, NE 68008  
 Wisconsin Location:  
 14003 Leetsbir Road - Sturtevant, WI 53177

QTY	MODEL	YEAR	Terms	Per Car	Total Cost
1	Yamaha UMAX 2 Range Picker	NEW	Purchase	\$9,890.00	\$9,890.00
1	Range Cage	NEW	Installed	\$1,950.00	\$1,950.00
1	Picker Mount	NEW	Installed	\$650.00	\$650.00
<b>TOTAL DELIVERED</b>					<b>\$12,490.00</b>

November 17, 2021

Accessories Included	Color	Optional Accessories
LED Headlights, Horn Fuel/Hr Meter USB Power Port Range Cage (Steel) Safety Shield Picker Adapter Dump Bed Yamaha – EFI 402cc Engine	<b>Evergreen</b>	
	<b>Two year factory warranty</b>	

Trade Information	Mfg	Yr/Model	Quantity/Trade Value	Total Trade Value
N/A				

Net payment due within 30 days of Summer/Fall - 2022 delivery.

Arrowhead Golf Club

Harris Golf Cars

Accepted By: \_\_\_\_\_ Date \_\_\_\_\_

Accepted By: \_\_\_\_\_ Date \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Lake Geneva  
**GOLF CAR**  
YAMAHA SALES with SERVICE of ALL MAKES

Estimate 12/6/21

Arrowhead Golf Club

2021/22 NEW Yamaha UMAX 2 Picker (green)	10099.00
Cab Cage Installed	1995.00
Picker Head Mount installed	685.00
Delivery	229.00
Total Est	13008.00

Cart includes factory light kit, horn, USB ports, 2 year warranty

Lake Geneva Golf Car  
1144 Grant Street  
Lake Geneva, WI53147  
sales@lakegenevagolfcar.com

