



Wheaton Park District

**Wheaton Park District Board of Commissioners
BUILDINGS, GROUNDS AND FINANCE
SUBCOMMITTEE MEETING MINUTES
Wednesday February 8, 2023, 5:00 p.m.
DuPage County Historical Museum
Wheaton, IL 60187**

CALL TO ORDER –

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

Commissioner Morrill and President Frey were absent.

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

Finance and Administration

- 1. Apparel Purchase for Recreation Athletic and Parks Departments - Review of Quotes**
Commissioner Mee asked if staff will be receiving the same clothing this year. Director of Athletics & Facilities Novak said that using the same logos and colors allows for the use of prior year's left-over inventory. Commissioner Kelly asked about the vendor selection. Novak stated that the request for quotes was sent to five vendors. Best pricing for different categories were lumped together leading to the selection of two vendors recommended for approval.
- 2. General Obligation Limited Tax Park Bonds Series 2022 - Review of Post Issuance Compliance Report**
An updated report was distributed to the Board. A component of verifying post issuance compliance requires that the Park District's governing authority acknowledge receipt and review if the report.
- 3. Soft Drink Beverage Sales Agreement – Review of Responses to Request for Proposals**
Benard stated that our last contract with Pepsi was extended because we didn't meet the volumes purchased terms of our prior agreement due to operations being suspended and then reduced because of the pandemic in 2020 and 2021. Benard reviewed the opinion provided by legal counsel outlining why contracting for the supply of beverages is not adapted to award by a competitive bidding process.

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.

Commissioner Kelly asked why bottled water in the proposal was priced higher than it is in the grocery stores. Director of Special Facilities Bendy said that grocery stores buy in higher volume. It is a condition of the agreement that the district not purchase any of the bottled products at a store for resale. Bendy reminded the board that Pepsi also provides the coolers, refrigerators and maintenance of the fountain machines throughout the District. They are also including rebates and a \$15,000 annual sponsorship.

Buildings and Grounds

1. **Cosley Zoo Parking Lot Project** – Review of Proposal from Wight Engineering for Design and Engineering Services

Benard reported that construction is scheduled for the second half of 2024 which is in line with the City of Wheaton's schedule for widening Gary Avenue and installing a traffic signal at Prairie Avenue. The second phase of engineering will be paid for by the Cosley Foundation. The project is currently estimated at \$4,800,000 but a sharper projection will be provided upon completion of the specifications. The entire project will be jointly funded by the Cosley Foundation and the Wheaton Park District. Benard reviewed the proposed timeline and noted that the City will require a public hearing related to the special use permit necessary for the project to occur. Based on the proposed timeline, the hearing will occur in August. In advance of the hearing, the park district will host a neighbor night at the Zoo at which the details of the project will be shared.

Commissioner Kelly asked if the engineer would provide cost estimates for both asphalt and permeable pavers. Benard responded that they would do so.

2. **Arrowhead Clubhouse Exterior Painting Project** – Review of Bid Results

Benard stated that \$100,000 is budgeted for this project and the low bid came in at just under \$78,000. Commissioner Kelly asked if our staff would complete any needed repairs first and then have the painter come in. He would prefer that the painter not do the repairs at the unit costs provided by the low bidder. Director of Parks and Planning Spertl said that was what they were planning on doing.

3. **Arrowhead Pond Shoreline Stabilization Project** – Review of Change Order #3

Benard said that this change order is adding \$5,000 to the project for plugs to improve the stability of the shoreline. Commissioner Pecharich verified with staff that the project will be completed within the budget proposed.

4. **Special Event Beer and Wine Sales** – Review of Event Schedule and Request for Approval

Benard stated that our General Use Ordinance prohibits the sale of alcohol in the park unless otherwise approved by the park board. The district maintains control of all alcohol sales. The district will not allow outside vendors or renters to sell alcohol. This approval request is for all 2023 special events currently scheduled in Memorial Park where beer and wine sales will occur.

5. **Community Center Rehabilitation Project Phase 2** – Review of Fitness Center Design Consulting Proposal

Benard stated eight proposals were solicited and six firms were interviewed. The recommended firm, Direct Fitness Solutions, demonstrated proven successful experience working with many other park district clients and have successfully coordinated with our Architect numerous times. The total potential cost of the engagement is \$8,000 however that figure will reduce depending on the amount of equipment types we select for which they are a distributor.

While on the subject of the Community Center rehab project, Commissioner Kelly provided a brief update concerning the close out of phase one and recapped a meeting that he, Benard and Sperl had with Williams Architects regarding Phase two design services and timing.

Other Items Discussed

Benard provided an update concerning the internet failover services proposals that were reviewed at a previous subcommittee meeting. It was determined that failover services would not be contracted for the offices at the Lincoln Marsh and the DuPage Museum.

ADJOURNMENT

At 5:28 Commissioner Mee moved to adjourn the meeting. Seconded by Commissioner Pecharich. Motion carried by voice vote.

A handwritten signature in black ink, appearing to be 'Mee', written over the text of the adjournment.