



Wheaton Park District

**Wheaton Park District Board of Commissioners
BUILDINGS, GROUNDS AND FINANCE
SUBCOMMITTEE MEETING MINUTES
Wednesday December 6, 2023, 5:00 p.m.
Arrowhead Golf Club
Wheaton, IL 60189**

CALL TO ORDER –

President Kelly called the meeting to order at 5:05 p.m., Commissioner Barrett, Commissioner Frey, Commissioner Mee, Commissioner Pecharich, and Commissioner Vires were present.

Staff Present included: Executive Director Benard, 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, Director of Golf Stoller

Phillip Luetkehans, Legal Counsel, was also present.

DISCUSSION ITEMS

Buildings and Grounds

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Finance and Administration

1. Wheaton Park District 2024 Budget – Review of 2024 Budget Draft

Executive Director Benard stated that board approved health insurance and wage increase expenses were included in the updated budget proposal.

President Kelly suggested that the board schedule an additional finance subcommittee meeting to further review proposed 2024 capital projects. The meeting was scheduled for Saturday, January 27 at 9am at the Community Center. There were no additional comments or questions.

2. Ordinance 2023-04 – Review of An Ordinance Levying and Assessing the Taxes of the Wheaton Park District, DuPage County, Illinois for the Tax Year 2023

Executive Director Benard reviewed the final tax levy proposal. There were no additional comments or questions.

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.

3. **Ordinance 2023-05** – Review of An Ordinance Abating the Taxes Heretofore Levied for the Year 2023 to Pay Debt Service on the General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019A, of the Wheaton Park District, DuPage County, Illinois.

Executive Director Benard explained that the district must abate the taxes levied related for the debt service on the Alternate Revenue Source, Series 2019A bonds because the principal and interest payments on these bonds are paid using proceeds from the district's the annual general obligation bond issue. Benard said that the 2019A bonds have a maturity date of 12/15/2029.

4. **Wheaton Park District Board of Commissioners Meeting Schedules 2024** – Review of Annual Regular Meeting and Subcommittee Schedules

Benard reviewed the 2024 regular and subcommittee meeting schedules.

5. **Illinois Association of Park Districts Annual Meeting** – Review of Credentials Certificate and Identification of Delegate

Benard explained that we need to assign a delegate to attend the meeting and recommended it be him. The board agreed.

6. **Vehicle Purchases for Parks Department** – Review of Truck Replacement Proposal

Benard reviewed a recommendation to pursue securing needed vehicles with a board approved waiver of the traditional bidding and cooperative purchasing process. The current cooperative bidding program does not include vehicles we are seeking to purchase. The Traditional bidding process is lengthy and the vehicle inventory we seek is typically not available by the time we make it through the process. If approved, staff will seek three competitive prices from dealers who have the inventory we seek.

7. **Baseball & Softball Uniforms and Equipment** – Review of Bid Results

Bid results were reviewed. No questions or comments.

8. **Arrowhead Golf Club** – Review of Proposed 2024 Green Fees

Benard presented the increase in golf fees as recommended by Director of Golf Stoller and Director of Special Facilities Bendy. Standard greens fee increases will include \$1.00 for 9 holes and \$2.00 for 18 holes. Junior and Senior rates will only increase \$1.00 for 18 holes. There are no increased fees proposed for carts, driving range or annual memberships.

9. **Request for Disconnection of Certain Territory from the Wheaton Park District** – Review of Disconnection Request for 2S725 Cree Lane

Benard stated that he recommends denying disconnection requests because a disconnection would interfere with adjacent out of district property owner's ability to annex. He also stated that the property tax that would be lost by the property disconnecting would be assigned to remaining taxpayers.

Pecharich asked how many have made this request in the past. Benard answered that 2 or 3 petitions have been received by the park board in the past seventeen years. None were granted.

10. Athletic Football Bid

Bid results for this item were distributed and reviewed. No questions or comments.

11. Illinois Park and Recreation / Illinois Association of Park Districts Conference 2024

Benard shared that one board member, Commissioner Bill Barrett has expressed interest in attending this educational conference in January. The Board agreed to address this during the December 20 Board meeting.

Buildings and Grounds

1. Central Athletic Center Parking Lot – Review of License Agreement for Access and Use

Benard reviewed the details of the proposed agreement which would be a renewal of the initial 2023 license agreement with Bauer and Bauer Dentist and Orthodontics. The renewal will include a reasonable increase in the license fee for their weekday use of twenty parking spaces at the Central Athletic Complex. Pecharich asked what we were charging them, and Benard responded approximately \$2.00 per parking space per day.

2. 855 Prairie Avenue – Review of Lease Agreement

Benard reviewed the details of the proposed agreement which would be a renewal and include a reasonable increase in the lease amount. The tenant, CSI has leased office space in this building since 2012.

3. Danada South Park – Review of Engineering Proposal for Utility Services

Staff recommends exploring the costs related to bringing water, sanitary and electric utilities to the Sensory Garden Playground and Ballfields located at this property which is leased from the Forest Preserve District. President Kelly recommended reviewing this matter in greater detail during the capital projects finance subcommittee meeting on January 27.

4. Central Athletic Complex Kale Gym Floor Replacement Project – Review of Bid Results

Benard explained that the gym floor is original to the building and is in bad shape including numerous dead spots.

5. Rice and Northside Pool Projects – Review of Agreements for Professional Services

President Kelly reviewed the scope of the work contemplated.

6. Cosley Zoo Gift Shop Renovation

Benard reported that the bids for this project came in significantly higher than budgeted and recommended rejecting the bids and re-bidding with a reduced project scope.

ADJOURNMENT

At 5:51 pm, Commissioner Mee moved to adjourn the meeting to closed session for the purpose of discussing:

Pending, probable or imminent litigation, 5ILCS 120/2 (c)(11)

Seconded by Commissioner Vires.

Motion passed by roll call vote.

Ayes: Barrett, Frey, Mee, Pecharich, Vires Kelly

Nays: None

Abstain: None

Absent: None

A handwritten signature in black ink, appearing to be a stylized 'M' or 'W' followed by a horizontal line and a small flourish.