



Wheaton Park District

**Wheaton Park District Board of Commissioners
BUILDINGS, GROUNDS AND FINANCE
SUBCOMITTEE MEETING MINUTES
Wednesday December 7, 2022, 5:00 p.m.
DuPage County Historical Museum
Wheaton, IL 60187**

CALL TO ORDER –

President Frey called the meeting to order at 5:01 p.m., Commissioner Barrett, Commissioner Kelly, Commissioner Mee, Commissioner Morrill, Commissioner Pecharich, and Commissioner Vires were present

Staff Present included: Executive Director Benard, Executive Assistant Siciliano, Director of Parks & Planning Sperl, Superintendent of Parks and Planning Hinchee, Director of Special Facilities Bendi, Director of Finance Simpson, Special Event Manager Wilkin.

Finance and Administration

1. Ordinance 2022-05 – 2023 Budget and Appropriation Ordinance
Executive Director Benard stated that the final version of the proposed budget and appropriation ordinance that will be acted upon on December 21 includes several updates. The most notable was an increase in planned expenditures within the capital budget for phase two and three of the Community Center renovation project. Both the 2023 and the 2024 budget figures were increased to \$2,000,000.
2. Ordinance 2022-06 – 2022 Tax Levy Ordinance
Benard stated that the tax levy ordinance is in line with the estimate of levy resolution that the board approved last month. Per Board direction, the district will be levying for 0% of the 5% available via the CPI, a 2% increase over last year's extension to capture the expired TIF 2 increment, and a 1% increase over last year's extension to capture the value of new construction. Due to the retirement of a bond issue and a reduction in the special recreation levy, Wheaton Park District taxpayers see a significant reduction in their 2022 park district tax bill. In the aggregate, park district taxes will be reduced by over \$3,000,000 though the 2022 levy compared to the 2021 levy.
3. Ordinance 2022-07 – 2022 Tax Levy Abatement Ordinance
Benard stated that the tax levy abatement ordinance is related to the 2019 General Obligation Refunding Bonds that were issues as Alternate Revenue Bonds. The alternate revenue source is the annual proceeds from the district's debt service extension base that facilitates the annual rollover bonds as opposed to a direct tax levy. The abatement ordinance cancels the related direct tax levy for the 2019 Bond Issue. The principal and interest payments for the 2019 General Obligation Refunding Bonds will total \$561,150 in 2023. These Bonds will be retired in June of

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2030 which will allow that portion of the annual rollover bond proceeds to be used for other capital needs.

4. Ordinance 2022-08 – Disposal and Sale of Personal Property Ordinance
Benard said that this is a housekeeping item. This disposal and sale ordinance has items primarily from Arrowhead and Park Services. Commissioner Kelly asked if staff could start providing a report on how much money the district makes from the sale via auction of the items listed on these ordinances. Benard stated staff will provide this information after each auction is held.
5. Credentials Certificate – Designation of Delegate to the Annual Meeting of the Illinois Association of Park Districts
Benard will serve as the park district’s delegate. There was no discussion.
6. 2023 Meeting Schedules for Wheaton Park District Board of Commissioners
Benard stated that should there be a need to amend this schedule at some point during the year, the board will act to formally amend the schedule. State statute requires that the park district approve and publish an annual meeting schedule.
7. Rams Football – Bid Results for Uniforms and Equipment
Commissioner Kelly verified that there was only one supplier for helmets. The program fees cover the cost for the purchase of the uniforms and equipment,
8. Youth Baseball and Softball – Bid Results for Uniforms and Equipment
There were no questions regarding the bid results and recommendation.
9. Cosley Zoo – 2023 Admission Fees
Benard stated that staff is recommending a \$1.00 increase in the Non-Resident adult admission fee. Wheaton Park district taxpayers and all children will remain free of charge for admission to the zoo. Commissioner Morrill asked if we advertise to the public that we are raising the rates. Benard said we do not but do respond to individual inquiries on a case-by-case basis. Commissioner Pecharich asked how many nonresident adults make up our visitors. Director of Special Facilities Bendy said about one third of our attendance or approximately 50,000. The district provides a tax subsidy to the zoo each year, approximately \$1,000,000. With increases in the costs of goods and supplies it is necessary to increase the nonresident adult fees periodically to maintain a balanced budget.
10. Arrowhead Golf Course – 2023 Golf Membership Fees
Benard stated that staff has added some benefits to the membership fees. Commissioner Mee asked how many members we had this year. Bendy stated approximately 15. Bendy stated that we haven’t increased the Senior Rate in 4 years. Commissioner Pecharich asked how the membership is promoted. Bendy said on the website and pro shop.
11. Semi Annual Review of Closed Session Minutes
Benard stated that state statute requires the board to review the closed session minutes twice a year to determine if any should be released and be made available to the public. The last review occurred in July and included a review of all closed session minutes up to January of 2019. Benard suggested that for the December review, he plans to provide all approved closed session

minutes from January 2019 to the present. The board agreed. The board will recess to closed session to review these minutes at the December 21 meeting.

Buildings and Grounds

1. Central Athletic Center Ice Rinks – Approval to Sell Beer and Wine During Special Event Rental January 28, 2023
Benard stated that we have been hosting this event since 2017. We typically provide the food and beverage services for this rental. This year we will allow the renter to outsource the food service with a food truck but will still provide the beer and wine through Arrowhead Gold Club. No discussion.
2. Community Center Interiors Renovation – Purchase of Tables
Benard stated that instead of us paying an upcharge, staff will purchase the desired tables directly from the manufacturer. Commissioner Morrill asked how the renovation at the Community Center was going. Benard stated that it should be complete in a few weeks. Commissioner Morrill asked that he be included in the planning meetings for phase 2 & 3. Commissioner Mee asked if staff thought Williams would be capable of handling the selection and purchase of Parks Plus Fitness Center Equipment. Benard stated that the park district will engage a fitness center consultant with whom Williams will coordinate the design of the renovation.
3. Central Athletic Center Parking Lot – License Agreement for Access and Use
Benard stated this agreement is for \$2.00 a day per parking space for 20 parking spaces. It will generate a little over \$10,000 annually. No discussion.
4. 855 Prairie Avenue – Lease Agreement
CSI occupies the first-floor west suite within the Office Building at 855 Prairie Avenue. CSI was a tenant in the building at the time the Park District purchased the building in 2012. The Park Board approved a lease agreement with CSI in late 2012 for a five-year term. The Board subsequently approved a two-year lease extension in 2017 and one-year lease extensions in 2019, 2020 and 2021. The current lease expires December 31, 2022. CSI paid \$50,000 in rent for the 2022 lease for approximately 2,265 square feet of office space or \$22.08 per square foot. For the 2023 lease, Benard proposed a cost per square foot of \$23 with the total amount of office space CSI will lease reduced to 1,500 square feet. There are two meeting rooms totaling 570 square feet that park district and CSI will share with a cost of \$11.50 per square foot applicable to CSI. Benard recommended approval of a one-year lease for \$41,055 for 2023. Benard will review the 2023 proposal with the tenant and finalize the lease for approval at the December Board meeting.

BOARD MEMBER COMMENT

Commissioner Pecharich Shared feedback she recently received from residents. The topics included Arrowhead golf fees, closing hours of the Arrowhead restaurant and playground design for teenagers.

ADJOURNMENT

Commissioner Mee moved to adjourn the meeting at 5:50 p.m. Seconded by Commissioner Kelly. Motion carried by voice vote.



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