



# Wheaton Park District

**Wheaton Park District Board of Commissioners Meeting  
Wednesday February 18, 2015 7:00 p.m.  
City of Wheaton Council Chambers  
303 W. Wesley Street Wheaton, Illinois**

**CALL TO ORDER** –President Kelly called the meeting to order at 7:00 p.m. Commissioners Hodgkinson, Mee, Morrill, Schobel, VanderSchaaf and were present.

Commissioner Luetkehans was absent

## **PRESENTATIONS**

## **COMMUNITY INPUT**

None

## **CONSENT AGENDA**

- A. Approval of the Disbursements totaling \$837,168.41 for the period beginning January 7, 2015 and ending February 10, 2015.
- B. Approval of the January 14, 2015 Regular Meeting Minutes
- C. Approval of the January 30, 2015 Finance Sub Committee Minutes
- D. Approval of the January 30, 2015 Buildings and Grounds Sub Committee Minutes

Commissioner Schobel moved to approve the Consent Agenda as presented.  
Commissioner Mee seconded.

No discussion

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, Schobel, VanderSchaaf, Kelly

Nays: None

Absent: Luetkehans,

## **UNFINISHED BUSINESS**

1. Follow Up No Action Required – Request for disconnection  
No discussion.

2. Follow Up No Action Required – Background and Status of Pending Tax Levy Objections

Commissioner VanderSchaaf asked if this is an automated system that files these against us. President Kelly stated that it was. It is generated by an attorney and it files automatic objections. Commissioner VanderSchaaf asked if we are incurring attorney fees due to this. President Kelly stated we are.

3. Follow Up No Action Required – Draft RFI and RFP for Investment Services  
No discussion

4. Follow Up No Action Required – IMET Status  
No discussion

**NEW BUSINESS**

1. Approval to promote one part time Catering and Sales Associate to full time supervisory status at Arrowhead Golf Club to meet Operational Demands

Commissioner Mee moved to approve to promote one part time Catering and Sales Associate to full time supervisory status at Arrowhead Golf Club to meet Operational Demands. Seconded by Commissioner Morrill.

Commissioner VanderSchaaf asked if the increase in revenue over the last 5 years was primarily banquets or restaurant. Director of Food and Beverage Steve Glass stated that it was mostly banquets in the first year or two but then the restaurant after that.

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, Schobel, VanderSchaaf, Kelly

Nays: None

Absent: Luetkehans,

2. Approval to promote two part time Cooks to full time supervisory status at Arrowhead Golf Club to meet operational demands

Commissioner Mee moved to approve to promote two part time Cooks to full time supervisory status at Arrowhead Golf Club to meet operational demands. Seconded by Commissioner Morrill.

Commissioner VanderSchaaf asked about ticket time. Director of Food and Beverage Glass stated that this is not a common practice in a full service restaurant. President Kelly asked if per the Finance Subcommittee meeting were the hours reduced. Glass stated that they were diminished to meet this and were actually reduced 5,000 hours.

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, Schobel, Kelly

Nays: VanderSchaaf

Absent: Luetkehans

3. Approval to Promote three part time Parks Operations Employees to full time status to meet operational demands

Commissioner Mee moved to table approving the promotion of three part time Parks Operations Employees to full time status to meet operational demands pending more information. Seconded by Commissioner Morrill. Motion passed by voice vote.

4. Approval of a Temporary License Agreement between Wheaton Park District and Wheaton Sanitary District to Provide Access Across Lincoln Marsh and Northside Park

Commissioner Hodgkinson moved to approve of a Temporary License Agreement between Wheaton Park District and Wheaton Sanitary District to Provide Access Across Lincoln Marsh and Northside Park Seconded by Commissioner Mee.

No discussion.

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, Schobel, VanderSchaaf, Kelly

Nays: None

Absent: Luetkehans,

5. Purchases / Service Agreements over 10K and under 20K  
Parks Plus Fitness Center equipment maintenance agreement \$995 per month or \$11,940 for a one year term

Commissioner Morrill moved to approve to the Parks Plus Fitness Center equipment maintenance agreement \$995 per month or \$11,940 for a one year term. Seconded by Commissioner Schobel.

Commissioner Schobel asked if staff explored the option of doing a multiple year agreement. Director of Special Facilities Andy Bendy stated that they will do a two year agreement but there isn't a discount for it. Commissioner Schobel asked that staff look into doing a 2-3 year contract next year.

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, Schobel, VanderSchaaf, Kelly

Nays: None

Absent: Luetkehans,

Purchases / Service Agreements over 10K and under 20K Arrowhead Golf Club GPS System License and Service Agreement \$917.73 per month or \$11,012.76 per year for a 35 month term.

Commissioner Mee moved to approve the Arrowhead Golf Club GPS System License and Service Agreement \$917.73 per month or \$11,012.76 per year for a 35 month term. Seconded by Commissioner Morrill.

Commissioner VanderSchaaf asked why we are locking into a 3 year agreement on 9 year old equipment. Director of Special Facilities Bendy stated that a new version is substantially more expensive. Staff will look into getting a new system when we get new golf carts in 3 years.

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, VanderSchaaf, Kelly

Nays: Schobel,

Absent: Luetkehans,

• **REPORTS FROM STAFF**

Commissioner Mee commended Parks Plus Fitness Manager Ryan Miller on a good comprehensive annual report. He was happy to see that we are holding our own. Miller commented that he thought we we're heading in the right direction. Commissioner Morrill asked if the Health and Wellness Committee can reach out to the school district and city. Ryan will look into it. Commissioner Hodgkinson congratulated Ryan on his Race Director Certification.

Commissioner Morrill agreed with the challenges that Recreation Supervisor Cristin Handlon listed in her report. Commissioner Schobel was happy to see her profit margin was increased. He asked if she had any ideas on how to grow the dance program. Handlon stated that she is looking into ways to keep kids in the dance programs as kids grow up. She joined the Illinois Parks and Recreation Teen Committee to get more ideas. She is looking into science programs. The board requested that she look into "Mad Science". She said she would. Commissioner Hodgkinson asked if we require immunization records for programs. Handlon stated not for varied interest programs only for camps.

Commissioner VanderSchaaf asked Director of Recreation Mary Beth Cleary for a report on the Leisureship program. Cleary stated it will be included in next week's weekly report.

**BOARD SUBCOMMITTEE REPORTS / DISCUSSION**

None

**CLOSED SESSION**

At 7:32 p.m. Commissioner Mee moved to enter closed session for the purpose of discussing the:

- a. Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees, 5ILCS 120/2 (c) (1)
- b. Pending, probable or imminent litigation, 5ILCS 120/ 2 (c) (11)

Commissioner Hodgkinson seconded.

Motion passed by roll call vote.

Ayes: Hodgkinson, Mee, Morrill, Schobel, VanderSchaaf, Kelly

Nays: None

Absent: Luetkehans,

## **ADJOURNMENT**

At 8:01 p.m., Commissioner Morrill moved to adjourn the meeting. Commissioner Mee seconded. Motion passed by voice vote.