



# Wheaton Park District

## Minutes

**Wheaton Park District Board of Commissioners Meeting  
Wednesday March 19 2014 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 pm. Commissioners Hodgkinson, Mee, Morrill, Schobel VanderSchaaf and were present.

Commissioner Luetkehans arrived at 7:08 p.m.

### **PRESENTATIONS**

None

### **COMMUNITY INPUT**

None

### **CONSENT AGENDA**

- A. Approval of the Disbursements totaling \$913,438.28 for the period beginning February 12, 2014 and ending March 11, 2014.
- B. Approval of the February 19, 2014 Meeting Minutes
- C. Approval of the March 5, 2014 Special Meeting Minutes

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

Motion passed by roll call vote.

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

Nays: None

Arrived after meeting began: Luetkehans

### **UNFINISHED BUSINESS**

#### **1. Buildings and Grounds Update and Possible Action on Change Orders**

The Buildings and Grounds Subcommittee did not edit the subcommittee minutes yet.

They will be sent in the next weekly report. President Kelly stated that Bergen finished all of their work and the final payment will be made. The Hubble project is closed. The warranty period beings with a one year warranty on mechanical equipment. The cooling tower has been installed at the community center and the pump is almost complete at Arrowhead.

## **NEW BUSINESS**

### **1. Approval of A Fixed Price Transaction Confirmation with Constellation NewEnergy Inc. for Electricity Supply for the Community Center, Rice Pool, Park Services Center, Arrowhead Golf Club, Cosley Zoo and the DuPage Museum from 5/14/14 to 5/13/15**

Commissioner Mee moved to approve A Fixed Price Transaction Confirmation with Constellation NewEnergy Inc. for Electricity Supply for the Community Center, Rice Pool, Park Services Center, Arrowhead Golf Club, Cosley Zoo and the DuPage Museum from 5/14/14 to 5/13/15 Commissioner Morrill seconded.

No discussion.

Motion passed by roll call vote.

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

Nays: None

Absent: Luetkehans

### **2. Approval to Fill a Full Time Vacancy – Projects Specialist I**

Commissioner Schobel moved to approve filling the Full Time Vacancy – Projects Specialist 1. Commissioner Morrill seconded.

(Commissioner Luetkehans arrived at this time)

Commissioner VanderSchaaf asked why we weren't replacing this position with a part time employee. Director of Parks and Planning Larry Bower stated that this position needs skill and dedication, and feels that a part time employee couldn't fulfill the daily tasks of this position with part time hours.

Motion passed by roll call vote.

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

Nays: None

Absent: None

### **3. Bid Results and Recommendation – Rams Football and Athletic Equipment**

Commissioner Morrill moved to approve the Rams football and athletic equipment bids as presented. Commissioner Schobel seconded. Motion passed by roll call vote. No discussion.

Motion passed by roll call vote.

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

Nays: None

Absent: None

**4. Approval of A Professional Services Agreement With Government Navigation Group**

Commissioner Luetkehans moved to approve the Professional Services Agreement With Government Navigation Group. Commissioner Hodgkinson seconded.

President Kelly asked staff to make sure the attorney's put in the memo any changes that are made to agreements.

Motion passed by roll call vote.

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

Nays: None

Absent: None

**5. Approval of Amendments to a Wheaton Park District Personnel Policy - Cell Phone Usage Policy**

Commissioner Schobel moved to approve the Amendments to a Wheaton Park District Personnel Policy - Cell Phone Usage Policy. Commissioner Mee seconded. Motion passed by voice vote.

Commissioner Hodgkinson stated that the Policy Subcommittee has reviewed and recommends approval of this policy as well as the policy in item 6.

**6. Approval of Amendments to a Wheaton Park District Policy Regulating Conduct in Public Parks and Facilities – Weapons and Firearms**

Commissioner Mee moved to approve the Amendments to a Wheaton Park District Policy Regulating Conduct in Public Parks and Facilities – Weapons and Firearms. Seconded by Commissioner Luetkehans motion passed by voice vote.

**7. Ordinance No. 2014-02 Authorizing the Execution of a Donation and Reimbursement Agreement between the Play for All Playground and Garden Foundation and the Wheaton Park District**

Commissioner Luetkehans moved to table Ordinance No. 2014-02 Authorizing the Execution of a Donation and Reimbursement Agreement between the Play for All Playground and Garden Foundation and the Wheaton Park District. Commissioner Hodgkinson seconded. Motion passed by voice vote.

Executive Director Benard stated that the Buildings and Grounds Subcommittee agreed to review this ordinance before presenting it to the board.

**8. Ordinance No. 2014-03 Approving the Disposal and Sale of Personal Property Owned by the Wheaton Park District**

Commissioner Hodgkinson moved to approve Ordinance No. 2014-03 Approving the Disposal and Sale of Personal Property Owned by the Wheaton Park District. Commissioner Luetkehans seconded. Motion passed by voice vote.

Commissioner VanderSchaaf asked if the money from the items that are sold goes back into the budget. Finance Director Rita Trainor stated it goes back into the budget in the area it resides in.

Commissioner Luetkehans stated that he didn't think trade in's needed to be put on the disposal ordinance since it gets approval when it gets traded in when we purchase new equipment.

Motion passed by roll call vote.

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

Nays: None

Absent: None

**9. Bid Results and Recommendation – Graf Park Synthetic Turf (carpet only)**

Commissioner Luetkehans moved to approve a contract with Field Turf in the amount of \$322,706, and subject to language being changed and being acceptable to the Buildings and Grounds Subcommittee. Commissioner Mee seconded. Motion passed by voice vote.

Commissioner Luetkehans stated that we requested some language changes in the contract to reflect that we would be able to cancel the carpet at no cost to the district if the rest of the bids around May 20<sup>th</sup> come in too high in the other areas.

Commissioner Luetkehans moved to amend his motion to approve a contract with Field Turf in the amount of \$322,706, and subject to language being changed and being acceptable to the Buildings and Grounds Subcommittee. Commissioner Mee seconded.

Motion passed by roll call vote.

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

Nays: None

Absent: None

• **REPORTS FROM STAFF**

President Kelly commended the Arrowhead staff on earning \$25,000 in 2013 on the outdoor wedding site. We paid \$25,000 to construct the site several years ago. Commissioner Morrill asked Recreation Supervisor Cristin Handlon if we work with the high schools on dance, music and theater. Cristin stated that we do some with dance but haven't been real successful. Commissioner Morrill suggested that we have the high school teachers help us cultivate the program. Handlon stated she will look into it. Commissioner Morrill commended the Parks Department on all their hard work this winter with snow removal.

Commissioner Mee commended Arrowhead on a good annual report. He asked Director of Special Facilities Andy Bendy if he thought he would be replacing the golf carts. Bendy stated we would get one or two years more out of the current fleet. Commissioner Schobel recommended we look into electric carts he thought they would be more environmentally friendly and cheaper than gas. He requested a report from staff to see the 5-10 year benefit of switching to electric. Staff will provide a report.

Commissioner Hodgkinson asked how much we earned from Casino Night at the Museum. Executive Director Benard stated it was about \$5,000. She also thought In Good Taste was a great event.

Commissioner VanderSchaaf stated she was pleased with the Museum benefitting from the In Good Taste Event hosted by the Downtown Wheaton Association. She also commended the staff that received awards at the Best of Wheaton Awards dinner presented by the Wheaton Chamber of Commerce.

## **ADJOURNMENT**

At 7:37 p.m., Commissioner Hodgkinson moved to adjourn the meeting. Commissioner Luetkehans seconded. Motion passed by voice vote.