



# Wheaton Park District

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**Wheaton Park District Board of Commissioners Meeting  
Wednesday June 18, 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 7:02 pm. Commissioners Luetkehans, Hodgkinson, Mee, Morrill, were present.

Commissioner Schobel arrived at 7:06 p.m.  
Commissioner VanderSchaaf was absent

## **PRESENTATIONS**

### Summer Special Events

Kristina Nemetz, Superintendent of Marketing & Special Events highlighted five of the districts summer special events.

On Saturday, June 28 we will host our second jazz fest, featuring smooth jazz artists.

Independence Day festivities include the July 3rd Fireworks and Family Fun at Graf Park and the parade will follow on Friday morning kicking off on Main Street at 10AM

Throughout July, Mondays at Memorial Park will feature our “Music Mondays”. Free concerts each including the Neverly Brothers, Serendipity and 28 Days.

Wheaton Brew Fest is back again for the 4th year taking place August 2<sup>nd</sup>.

We will close the summer with Shakespeare in the Park, back for the 2nd year. This year’s play is Love Labor’s Lost and will be presented for free through the partnership of the Wheaton Park District and the Wheaton College Arena Theater.

## **COMMUNITY INPUT**

Don Immekus of 815 James Court, Wheaton, IL commented on the application for the Grant to be used at Central Athletic Center. He doesn’t like the layout of the fields; the plan only provides 5 yards between fields. He also didn’t agree with the chiller feature to add an ice rink. He also thought there would be a problem with adding more development at this site without adding additional parking. He questioned the environmental benefits of these additions. He wants to make sure the district is spending his tax money responsibly.

## **CONSENT AGENDA**

- A. Approval of the May 21, 2014 Regular Meeting Minutes
- B. Approval of the Disbursements totaling \$1,101,773.78 or the period beginning May 14, 2014 and ending June 10, 2014.
- C. Approval of Purchases and Contractual Services over \$9,999.99 and under the Bid Limit of \$20,000.00
  1. Pool Deck Chairs - Purchase \$12,150.00
  2. Beer - Brew Fest Special Event \$12,965.00
  3. Shade Structure – Play For All Project \$17,900.00

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

Motion passed by roll call vote.

Ayes: Hodgkinson, Luetkehans Mee, Morrill, Schobel, Kelly  
Nays: None

## **UNFINISHED BUSINESS**

1. 2013 Audit – Comprehensive Annual Financial Report – Seldon Fox LTD  
Commissioner Hodgkinson moved to receive the Comprehensive Annual Financial Report. Commissioner Luetkehans seconded. Motion passed by voice vote.

Finance Director Rita Trainor provided the board with replacement pages to the audit regarding the misclassification on page 18. There was no bottom line impact due to this misclassification.

Commissioner Mee stated he didn't see any deficiencies and commended staff on a job well done. Commissioner Luetkehans agreed. President Kelly thanked Commissioners Luetkehans and Morrill for their work as the Finance Subcommittee on this audit.

2. Amendment to Finance Policy concerning Staff Purchasing Authority

Commissioner Mee moved to approve the amendment to the Finance Policy concerning Staff Purchasing Authority. Commissioner Morrill seconded. No discussion.

Motion passed by roll call vote.

Ayes: Hodgkinson, Luetkehans Mee, Morrill, Schobel, Kelly  
Nays: None

3. Approval of Change Order with Field Turf for Purchase of Synthetic Turf Maintenance Equipment

Commissioner Morrill moved to approve the change order with FieldTurf in the net amount of \$3,800 for the upgrade to a Sweep Right Pro. Commissioner Luetkehans seconded.

President Kelly stated that this new machine is a 7 foot wide tractor attachment.

Commissioner Luetkehans stated that there is a new Attorney General Opinion. It requires that orally at every meeting the board is to give more detail on any action they are taking. He suggested that someone from each committee provide it.

Motion passed by roll call vote.

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

Nays: None

4. Approval of Construction Access Agreement with CUSD 200 for Graf Park Synthetic Turf Project

Commissioner Morrill moved to approve the temporary construction access agreement with CUSD200. Commissioner Mee seconded.

President Kelly stated that this is the easement along the west side of the property so that we can haul items out.

Motion passed by roll call vote.

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

Nays: None

5. Approval of Construction Supervision Agreement with Wight Engineering for Graf Park Synthetic Turf Project

Commissioner Luetkehans moved to approve the change order with Wight and Company in an amount not to exceed \$12,000 for construction supervision. Commissioner Morrill seconded.

President Kelly stated that when we received the bid from Wight they had this as a separate cost. It wasn't accepted in the original contract.

Motion passed by roll call vote.

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

Nays: None

## **NEW BUSINESS**

1. Resolution 2014-05 Authorizing a Grant Application to the Department of Natural Resources Open Space Land Acquisition and Development Program

Commissioner Mee moved to approve Resolution 2014-05 A RESOLUTION Authorizing a Grant Application to the Department of Natural Resources Open Space Land Acquisition and Development Program for the Wheaton Park District, DuPage County, Illinois. Commissioner Morrill seconded.

Benard stated that the Buildings and Grounds Subcommittee worked with staff on creating a list that would gain us as many points as possible. Athletic Director Brad Keene stated that the layout of the multipurpose fields is because that is the way we will fit everything to maximize the green space and field space. Executive Director Benard stated that this design is in line with our stormwater management permit.

Commissioner Luetkehans moved to amend his motion to include the following. Athletic Field Development \$95,000 Athletic Field Lighting \$525,000, Walking Path \$75,000, Grant Award Fee \$5,000, Grant Audit requirement \$5,000, chiller for ice rink \$400,000, Ice Rink Surface \$206,400, construction administration \$75,000 for a total of \$1,291,400. Seconded by Commissioner Mee.

Motion to Amend passed by roll call vote.

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

Nays: None

Motion to pass Amended motion

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

Nays: None

2. Ordinance Number 2014-06 Adopting Prevailing Wage Rates to be Paid to Laborers, Mechanics and Other Workers Performing Construction of Public Works for the Wheaton Park District

Commissioner Luetkehans moved to approve Ordinance Number 2014-06 AN ORDINANCE Adopting Prevailing Wage Rates to be Paid to Laborers, Mechanics and Other Workers Performing Construction of Public Works for the Wheaton Park District, DuPage County, Illinois. Commissioner Morrill seconded. No discussion.

Motion passed by roll call vote.

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

Nays: None

### 3. Approval of Golf Course Maintenance Equipment Purchases

Commissioner Morrill moved to approve the following Golf Course Maintenance Equipment Purchases including John Deere XUV \$21,179.65, ProCore 648 \$21,638.14, Greensmaster 3320 \$32,625.05, Greensmaster 3320 \$32,625.05, Greensmaster 3320 \$32,625.05. Commissioner Schobel seconded.

Motion passed by roll call vote.

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

Nays: None

### 4. Approval of Park Maintenance Equipment Purchases

Commissioner Mee moved to approve the following Park Maintenance Equipment Purchases. #1101 2015 Ford F350 Regular Cab 4x4 Pickup \$27,100, #1102 2015 Ford F350 Super Cab 4x4 Pickup \$32,985 #1103 2015 Ford F450 Crew Cab 4x4 Chassis w/6.8 Litre V10 \$46,495. Commissioner Hodgkinson seconded.

Executive Director Benard stated that there was a price typo on the Ford F450 on the original document the board received, however Commissioner Mee read the correct amount in his motion. Benard stated that staff received 3 quotes from a local dealer to use as a comparison. The prices from the dealership were \$600-\$800 higher than what we are paying through the co-op. Commissioner Luetkehans asked that in the future that staff include that we did a comparison shopping on their memos to the board.

Motion passed by roll call vote.

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

Nays: None

### 5. Bid Results and Recommendation - Northside Park Native Plant Maintenance

Commissioner Luetkehans moved to approve the proposal from Integrated Lakes Management Inc. for the Native Landscape Maintenance in the amount of \$65,600 payable over 2014, 2015, 2016. Commissioner Morrill seconded.

Director of Planning Rob Sperl stated that this is maintenance that is required to meet the minimum standards that we promised the county we would do for the buffer in the associated areas at Northside.

Motion passed by roll call vote.

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

Nays: None

- **REPORTS FROM STAFF**

Commissioner Morrill commended staff on the Athletic Annual Report. Commissioner Luetkehans addressed the low evaluation percentage from the Wheaton Wings, he asked staff how we are going to resolve the outstanding problems that we have with them. He asked for a report from staff on this issue. He commended staff on a job well done on the annual report. Commissioner Mee agreed that the Athletic Annual Report was well done. He addressed the significant revenue stream for leagues, programs and camps. Keene stated a few things accounted for the increase including the Wheaton Wings tournament that generated \$70,000, we also increased Wheaton Wing teams from 15 to 21 from 2012-2013, increased travel basketball tournaments and created new programs like Soccer Shots.

Commissioner Hodgkinson asked Director of Parks and Planning Larry Bower if we have done green audits of all facilities. Bower stated that the green team is in charge of this and he thought that the Community Center was the only facility done so far. President Kelly stated that the new lighting in Old Hubble has had a tremendous impact on saving us money. Commissioner Hodgkinson asked if we use lead free hoses throughout the district. Superintendent of Horticulture Deb Seymour stated that we do.

Commissioner Mee commended staff on securing the IDNR grant for the Museum roof; record days at Arrowhead, Taste of Wheaton and the Cosley Run. Commissioner Schobel agreed with Commissioner Mee.

## **CLOSED SESSION**

At 8:00 p.m. Commissioner Luetkehans moved to enter closed session for the purpose of discussing the Purchase or Lease of Real Property, 5ILCS 120/2 (c) (5) Commissioner Mee seconded.

Motion passed by roll call vote.

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

Nays: None

## **ADJOURNMENT**

At 8:35 p.m., Commissioner Hodgkinson moved to adjourn the meeting. Commissioner Schobel seconded. Motion passed by voice vote.