



Wheaton Park District

**Wheaton Park District Board of Commissioners
BUILDINGS, GROUNDS AND FINANCE
SUBCOMMITTEE MEETING MINUTES
Wednesday October 6, 2021, 5:00 p.m.
Cosley Zoo 1356 N. Gary Avenue
Wheaton, IL 60187**

CALL TO ORDER –

Vice President Kelly called the meeting to order at 5:00 p.m. Commissioner Barrett, Commissioner Mee, Commissioner Morrill, and Commissioner Vires were present. President Frey was absent.

Staff Present included: Executive Director Benard, Executive Assistant Siciliano, Superintendent of Parks and Planning Sperl, Finance Director Simpson, Assistant Finance Director Meger; Director of Special Facilities Bendy; Director of Athletics & Facilities Novak; Superintendent of Planning, Hinchee

Guest Present: Anthony Miceli, Speer Financial

Finance and Administration

- I. General Obligation Limited Tax Park Bonds, Series 2021 – Review of Planning Packet
 - Presentation by Anthony Miceli, Speer Financial Inc.

Each year the Wheaton Park District (the “District”) issues its Limited Tax General Obligation Park Bonds (“Rollover Bonds”). The Rollover Bonds are structured each year to fill up to the District’s Debt Service Extension Base (“DSEB”). For the 2021 tax levy year, the District’s DSEB is \$2,492,935.22. This represents the amount that the district can levy in tax year 2021 for non-referendum approved general obligation bonds.

The proceeds of the Rollover Bonds are used for capital improvements and as a funding source for the repayment of the District’s General Obligation Refunding Bonds (Alternate Revenue Source), Series 2019A.

The district will hold a Bond Issue Notification Act (“BINA”) hearing on October 20, 2021. A BINA is required prior to the issuance of the Rollover Bonds. The BINA will include a not-to-exceed par amount of \$6 million, which will cover the District’s Rollover Bonds for the next three years. Speer Financial will take bids from local/regional banks, as well as other purchasers, on November 16 and the bond issue will be brought to the Park Board on November 17.

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.

2. Outstanding Debt Update and 2022 Options – Review of Analysis
 - Presentation by Anthony Miceli, Speer Financial Inc.

Outstanding Debt Update - The District has three types of outstanding debt issuances currently outstanding (Unlimited Tax General Obligation, Limited Tax General Obligation, General Obligation Alternate Revenue Source). Miceli reviewed a debt update shows the detail of each outstanding bond, the current debt limit and related capacities and the projected tax rate.

Referendum Options – The District’s referendum approved general obligation bonds will mature on December 30, 2022. The district has the option to consider whether to put forward a referendum question on one of the 2022 ballots. A successful referendum in 2022 will allow the district to replace the tax levy associated with its existing referendum approved general obligation bond levy and capture either new tax dollars or bond funds for the district. Miceli reviewed an analysis that described the types of referendum options available, the sizing and tax implications and the timing for a Park Board decision.

Commissioner Kelly stated that he would prefer to wait until the new board member is appointed before they discuss a possible referendum. All the board members present agreed that this issue should be revisited after the first of the year.

3. Public Hearings Scheduled for October 20, 2021 – Review of Hearing Topics
 - Notice of Public Hearing Concerning the Intent of the Board of Commissioners of the Wheaton Park District, DuPage County, Illinois to Sell \$6,000,000 General Obligation Limited Tax Bonds (BINA).

A BINA is required prior to the issuance of Rollover Bonds. The BINA will include a not-to-exceed par amount of \$6 million, which will cover the District’s Rollover Bonds for the next three years. Speer Financial will take bids from local/regional banks, as well as other purchases, on November 16th and the bond issue will be brought to the Park Board on November 17th.

- Notice of Public Hearing Concerning the Intent of the Wheaton Park District Board of Commissioners of the Wheaton Park District, DuPage County Illinois, to Adopt a Budget and Appropriation Ordinance for the Period beginning January 1, 2022, and ending December 31, 2022

Executive Director Benard stated that the 2022 budget and appropriation ordinance has been made available for public review. Adoption of the 2022 budget and appropriation ordinance will take place in November or December.

4. Estimate of Annual Aggregate Levy in Compliance with the Truth in Taxation Law – Review of the Resolution 2021-10

Finance Director Simpson provided a detailed report concerning the estimate of levy resolution. It was noted that the levy estimate shows a \$632,000 reduction compared to the prior year due to the Debt Service Schedule.

5. Information Technology Managed Services – Review of Proposals and Recommendation

Benard stated that the board asked staff to test the market on service and price against our incumbent managed services provider, Advanced Intelligence Engineering (AIE). This was accomplished through a request for proposal (RFP) process.

Benard reviewed a summary of the results of the RFP. AIE is recommended for re-engagement for the management of the Wheaton Park District's Information Technology Services.

- AIE has performed well on behalf of the district for six years.
- AIE has significant institutional knowledge concerning the district's operations.
- AIE's RFP response was clear, precise, and required minimal clarifications.
- Maintaining the IT managed services relationship with AIE will provide continuity of services that would otherwise be disrupted by a vendor transition.
- AIE offices are in Wheaton. AIE is owned by a Wheaton Resident who is invested in the community and the Park District.
- On-site support is included in the base monthly fee quoted.
- The proximity of AIE's office to District facilities provides prompt resolution to issues and projects that require an on-site technician.

Benard suggested that AIE may agree to increase the term of the proposed agreement from three to five years with no increase in their proposed fixed monthly cost. The Board agreed that Benard should attempt to negotiate a longer agreement term.

Commissioners Kelly and Vires requested additional details concerning the recommendation to not engage the firms that provided a significantly lower cost proposal than the incumbent. Benard Stated that additional details supporting the recommendation would be provided.

6. Capital Projects and Equipment Purchases – Review of 2022 Proposed Expenditures

Benard provided a summary of the proposed capital projects and fund transfers for 2022. He stated that in 2020 and 2021 the district suspended many capital projects and most interfund transfers due to the financial uncertainty related to the COVID-19 pandemic's impact on operations. With operations and financial results returning to close to normal in the second half of 2021, Staff is recommending a return to a more normal capital repair and replacement schedule in 2022. The Board agreed.

Buildings and Grounds

1. Arrowhead Golf Club Food Supplies Bid – Review of Bid Results and Recommendation

Staff reviewed the results of the food supplies bid. It was noted that Staff has been seeing some challenges with procurement of some food supplies as well as cost increases. There were no questions from the board.

2. Arrowhead Golf Club Turf Chemicals Bid – Review of Bid Results and Recommendation

Staff reviewed the results of the turf chemicals bid. Commissioner Mee stated he appreciated recommendations with generics. There were no questions from the board.

3. Arrowhead Golf Club West Course Shoreline Restoration – Review of Engineers Analysis and Options

Staff reviewed the results of the engineer's analysis and cost options. It was noted that the recommended option was estimated at \$95,000. Commissioner Kelly asked if the option recommended would allow for a similar shoreline vegetation profile to what is currently there. Superintendent Hinchee stated that he would verify the vegetation profile limitations, if any, with the engineer and follow up.

4. Sensory Playground Unitary Surface Installation – Review of Bid Results and Recommendation

Benard stated this cost will be reimbursed through the current funding and reimbursement agreement with the Play For All Foundation. There were no questions from the board.

5. Presidents Park Playground Installation – Review of Contract Extension Request

Benard stated this park is almost complete. There were no questions from the board.

6. Orchard Park Paving Project – Review of Quotes and Recommendation

Hinchee stated he is still pursuing a third quote, vendors have not been very responsive, and staff may be bringing only two quotes to the board at the regular meeting.

Additional Discussion Items

Benard reported that a resident has approached the district with an offer to donate a sculpture for placement in a park. The sculpture has been appraised with a \$10,000 value. Benard is recommending accepting the donation and placing the sculpture in Rotary Park. All board members present were agreeable to this.

Benard informed the board that 59% of the assets from IMET First Farmers Fraud case have been recovered and that the matter is considered closed. Related documentation from IMET was provided to the Board.

Benard stated that we will be adding an approval of the payment to Booster Shot LLC, in the amount of \$10,406.50 for RAMS Football Fundraising Costs to the October 20, 2021, consent agenda. All board members present were agreeable to this.

Benard suggested that the December subcommittee meeting be scheduled for the second week of December due to the Thanksgiving holiday. The Board agreed.

Benard reported that the employee health plan renewal would be discussed at the November subcommittee meeting. The district has been using Blue Cross Blue Shield (BCBS) for the last two years with a high level of satisfaction on service and price. Our Broker plans to bring several BCBS plan options for the board's consideration. BCBS has indicated they will be releasing our quotes the week of October 25. Should the board wish for the broker to shop BCBS against other major carriers this year, it would create the need to delay the November subcommittee meeting one week to allow the broker time to solicit the additional carrier quotes as the other carriers will not provide quotes without knowing the incumbent quotes. The Board agreed that for the 2022 plan year, it was not necessary to shop beyond the different plan options that will be provided by BCBS.

ADJOURNMENT

At 6:38 p.m., Commissioner Kelly moved to adjourn the meeting to enter closed session regarding Purchase or Lease of Real Property, 5ILCS 120/2 (c)(5), Pending, probable or imminent litigation, 5ILCS 120/2 (c) (11) Commissioner Morrill seconded.

Motion passed by roll call vote.

Ayes: Barrett, Kelly, Mee Morrill, Vires,

Nays: None

Abstain: None

Absent: Frey

A handwritten signature in black ink, appearing to be 'Morrill', written over a horizontal line.