



Wheaton Park District

Wheaton Park District Board of Commissioners SPECIAL MEETING

Wednesday March 6, 2024, 5:00 p.m.
DuPage County Historical Museum
102 E. Wesley Street, Wheaton, IL 60187

CALL TO ORDER –

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

Staff Present included: Executive Director Benard, Executive Assistant Siciliano, Director of Parks and Planning Sperl, Director of Special Facilities Bendy, Director of Athletics & Facilities Novak, Director of Finance Simpson, Director of Marketing Wilhelmi, Superintendent of Planning Hinchee, Museum Manager Podkowa.

ACTION ITEMS

1. Rice Pool and Access Improvement Project

Commissioner Vires moved to approve the base bid and alternate #1 from MC Building for 78,375.00 plus a 10% contingency for the Rice Pool Access Improvement Project. Seconded by Commissioner Barrett.

Director of Parks & Planning Sperl stated the alternate is recommended to move the first aid location away from the front entrance. President Kelly stated that the bids came in around what we expected. No further discussion.

Motion passed by roll call vote.

Ayes: Barrett, Frey, Mee, Pecharich, Vires, Kelly

Nays: None

Abstain: None

Absent: None

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. Northside Pool Access Improvement Project

Commissioner Mee moved to approve the base bid from Red Feather for \$166,025.00 plus a 10% contingency for the Northside Pool Access Improvement Project. Seconded by Commissioner Vires. No discussion.

Motion passed by roll call vote.

Ayes: Barrett, Frey, Mee, Pecharich, Vires, Kelly

Nays: None

Abstain: None

Absent: None

DISCUSSION ITEMS

No Action Will Be Taken on These Items – Review & Discussion Only

1. Safety Policy, Procedures & Crisis Management Plan – Review of updated policy and procedures

Benard reviewed the updates to the policies and procedures. Updates included contacts and responsible parties for crises management and the addition of a perceived child abuse protocol. The Board will receive a redlined version of this document.

2. Carnival Services – Review of proposals

Benard reported that all related documents have been reviewed and updated by legal counsel. Two proposals were received. Incumbent vendor is recommended for a three year agreement.

3. Independence Day Fireworks – Review proposals

Benard reported that all related documents have been reviewed and updated by legal counsel. Incumbent vendor, Johnny Rockets is closing up shop. Recommended new vendor is RKM and has outstanding referrals. Wheaton Fire Department issues fireworks permits, and City of Wheaton provides funding assistance for July 3 and 4 activities.

4. Sound & Light Services – Review of proposals.

Benard stated that our incumbent provider was the sole proposal. We are very satisfied with them. Director of Marketing Wilhelmi added that this company also provides helpful coordination between the bands. Commissioner Pecharich asked if the figures came in around the same as last year. Wilhelmi stated they did. Commissioner Vires asked if the band line up is complete. Benard stated about 90% are secured.

5. Athletic and Recreation Program Contractual Services – Review of 2024 Athletic and Recreation Program Services Independent Contractor Agreements Resulting in Expenditures over \$19,999

Benard stated we do this on an annual basis to stay compliant with our finance policies. We estimate these costs based on expected registration numbers. This process was

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reviewed by legal counsel and none of these vendors are employed by the district. 100% of these costs are covered by program fees.

6. **Golf Course Equipment Purchases** – Review of mowing equipment and pricing available through the National Intergovernmental Purchasing Alliance
President Kelly asked why we are replacing the 2008 mower. Director of Special Facilities Bendy stated that he reviewed the 2008 with staff after Commissioner Pecharich asked this question at the Capital Projects meeting in January and staff said that they repair that mower as much as the other two. Bendy stated that these mowers are used 7 days a week during the entire golf season.
7. **Fleet Vehicle Purchases** – Review of vehicles and pricing available through the Illinois Cooperative Purchasing Program
There were no questions from the board.
8. **Americans With Disabilities Act Access Audit and Transition Plan** – Review of Change Order #1 from the WT Group
Benard stated that we are adding the recently acquired Blanchard building to the audit scope since this building will be programmed beginning this summer. There were no questions from the board.
9. **DuPage County Historical Museum Exhibit Design Services** – Review of design proposal and related agreement drafts
President Kelly asked who was paying for this project. Benard stated that this joint design project includes the Heritage Gallery at the DuPage County Building on Manchester, which will be funded by DuPage County, and the Enduring Values Exhibit inside the DuPage County Museum, which will be funded by the DuPage Museum Foundation. The County and the Park District are hiring one firm to design both projects simultaneously.
10. **Community Center Rehab Project Phase 2** – Review Change Order #3 from Stuckey Construction
President Kelly reviewed the deductive and additive change orders.
11. **Community Center Rehab Project Phase 2** – Review of proposal for additional services from Williams Architects
Benard stated staff is seeking assistance from Williams in developing a furniture bid. The additional services costs will be folded into the original professional services agreement with Williams.
12. **Central Athletic Center Parking Lot Replacement Project** – Review of proposal from Engineering Resource Associates
Sperl stated that Central Athletic Complex is unique as a large portion of the property is in a floodplain. Staff recommends ERA for this work as they designed the site when it

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was previously developed by the park district. President Kelly asked what the time frame was. Superintendent of Planning Hinchee stated design will take place in 2024 and construction will take place in 2025.

13. Community Center Parking Lot Replacement Project – Status report on installation of EV Charging Stations

Benard stated that while the parking lot was under construction, the subcontractor that was going to provide and install the charging stations went out of business however the basic related infrastructure is complete. President Kelly stated that these are Type 2 chargers, and the park district would only incur a nominal increase in our electric bill because they are lower voltage units. Commissioner Mee asked if there was a way to monitor the use of these. Staff stated they would follow up. Commissioner Pecharich asked if this is the only location we will have them. Kelly stated the Community Center will be our first location. Pecharich also asked if other park districts and cities use these. Benard stated that the engineer reported that this is what they are seeing their clients use, and their clients include a significant number of local governments.

Public Comment was Provided by Resident John Patterson:

- He provided compliments on the renovations to the Parks Plus Fitness Center
- He suggested that future special or subcommittee meeting agendas include Public Comment as an agenda item.
- He stated that due to the acoustics in the Museum Auditorium, he thought people may have a hard time hearing the Board Members and suggested they use microphones.

ADJOURNMENT

At 5:53 p.m. Commissioner Mee moved, and Frey seconded to adjourn to closed session for the purpose of discussing the: Appointment, employment, compensation, discipline, performance, or dismissal of specific employees, 5ILCS 120/2 (c) (1)

The Selection of a Person to Fill a Vacancy in Public Office, 5 ILCS 120/2(c) (3).

Pending, probable or imminent litigation, 5ILCS 120/2 (c) (11)

Motion passed by roll call vote.

Ayes: Barrett, Frey, Mee, Pecharich, Vires, Kelly

Absent: None

