



Wheaton Park District

**Wheaton Park District Board of Commissioners Meeting
Wednesday October 21, 2015 7:00 p.m.
City of Wheaton Council Chambers
303 W. Wesley Street Wheaton, Illinois**

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

Commissioner Frey was absent.

PRESENTATIONS

None

COMMUNITY INPUT

None

CONSENT AGENDA

- A. Approval of the Disbursements
 - a. \$2,113,275.61 for the period beginning September 2, 2015 and ending October 13, 2015.

- B. Approval of Previous Meeting Minutes
 - a. October 8, 2015 Buildings and Grounds Subcommittee Minutes
 - b. October 8, 2015 Finance Subcommittee Minutes
 - c. September 9, 2015 Regular Meeting
 - d. September 9, 2015 Closed Session Minutes
 - e. September 2, 2015 Buildings and Grounds Subcommittee Minutes
 - f. August 26, 2015 Finance Subcommittee Minutes

- C. Final Approval of the Central Athletic Complex and Gateway Gardens Names per Wheaton Park District Park and Facility Naming Policy

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

Commissioner Mee asked that the name on the agenda be changed to Gateway Park and not Gateway Garden Park. Commissioner Kelly asked that a sentence be added to New Business 2 in the September 9, 2015 Regular Minutes regarding asking for legal opinion on a conflict of interest with Kmiecik Architects. Executive Director Benard stated staff will make both those changes.

Motion passed by roll call vote
Ayes: Kelly, Mee, Morrill, Schobel, Vires, Hodgkinson
Nays: None
Absent: Frey,

UNFINISHED BUSINESS

1. The approval of the lowest responsible bid for the General Obligation Limited Tax Refunding Park Bonds, Series 2015C from Robert W. Baird at a final interest rate of 2.3761%.

Commissioner Kelly moved to approve the lowest responsible bid for the General Obligation Limited Tax Refunding Park Bonds, Series 2015C from Robert W. Baird at a final interest rate of 2.3761%. Seconded by Commissioner Mee.

Dave Phillips and Anthony Miceli from Speer Financial gave a brief overview of the Bond Sale.

Both taxable and nontaxable bonds were callable for savings. Speer held the 2015 C & D Bonds sale today. These were both AA+ rated bonds. The savings will be from a combined basis. The savings for both C & D refunding's over \$779,000 combined.

No questions were asked by the board.

Motion passed by roll call vote
Ayes: Kelly, Mee, Morrill, Schobel, Vires, Hodgkinson
Nays: None
Absent: Frey,

2. Commissioner Kelly moved to approve the lowest responsible bid for the General Obligation Limited Tax Refunding Park Bonds, Series 2015C from BOSCO Inc. at a final interest rate of 1.9475%. Seconded by Commissioner Mee.

No discussion

Motion passed by roll call vote
Ayes: Kelly, Mee, Morrill, Schobel, Vires, Hodgkinson
Nays: None
Absent: Frey,

3. Ordinance 2015-04 AN ORDINANCE providing for the issue of approximately \$2,955,000 General Obligation Limited Tax Refunding Park Bonds, Series 2015C, and approximately \$3,040,000 Taxable General Obligation Limited Tax Refunding Park Bonds, Series 2015D, for the purpose of refunding certain outstanding bonds of the Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchasers thereof.

Commissioner Mee moved to approve Ordinance 2015-04 AN ORDINANCE providing for the issue of \$2,915,000 General Obligation Limited Tax Refunding Park Bonds, Series 2015C, and \$3,020,000 Taxable General Obligation Limited Tax Refunding Park Bonds, Series 2015D, for the purpose of refunding certain outstanding bonds of the Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchasers thereof. Seconded by Commissioner Morrill.

Bond Counsel Lynda Given gave a brief explanation of the Bond Ordinance. No questions were asked by the board.

Motion passed by roll call vote

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

Nays: None

Absent: Frey,

4. Adoption of Ordinance 2015-03 Amending the Investment Policy of the Wheaton Park District Staff, Finance Subcommittee and Legal Counsel Recommends Approval

Commissioner Vires moved to approve Ordinance 2015-03 amending the Investment Policy of the Wheaton Park District Staff. Seconded by Commissioner Schobel.

Commissioner Schobel asked that the word "Are" be removed from the top of Section H1A.

Motion passed by roll call vote

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

Nays: None

Absent: Frey,

5. Request Approval for Executive Director to Execute a Five Year Professional Services Agreement and a Five Year Lease Agreement with Martin Whalen Office Solutions for the Acquisition of 10 Xerox Multi-Function Devices, the Buyout of Current Lease of 9 Canon Multi-Function Devices and a Service Plan at a cost of \$5,075.50 per month for 60 Months. Total Cost of Machine Lease, Buyout and Service Plan – \$304,530.00. Cost per copy over Meter Plan of 1.2 million black and white copies and 354,000 color copies is \$.0055 per black and white copy and \$.055 per color copy.

Commissioner Kelly moved to table a Five Year Professional Services Agreement and a Five Year Lease Agreement with Martin Whalen Office Solutions for the Acquisition of 10 Xerox Multi-Function Devices, the Buyout of Current Lease of 9 Canon Multi-Function Devices and a Service Plan at a cost of \$5,075.50 per month for 60 Months. Total Cost of Machine Lease, Buyout and Service Plan – \$304,530.00. Cost per copy

over Meter Plan of 1.2 million black and white copies and 354,000 color copies is \$.0055 per black and white copy and \$.055 per color copy. Seconded by Commissioner Morrill.

This is being referred back to the finance subcommittee for further review.

Motion passed voice vote.

6. Request Approval for Executive Director to Execute a Five Year Professional Services Agreement with Martin Whalen Office Solutions for a full service meter, toner and service plan for 9 HP Laserjet Desktop Printers at a cost of \$523.50 per month for 60 months. Total cost \$31,410.

Commissioner Kelly moved to table a Five Year Professional Services Agreement with Martin Whalen Office Solutions for a full service meter, toner and service plan for 9 HP Laserjet Desktop Printers at a cost of \$523.50 per month for 60 months. Total cost \$31,410. Seconded by Commissioner Mee.

This is being referred back to the finance subcommittee for further review.

Motion passed by voice vote.

NEW BUSINESS

1. Board Acknowledges Receipt of 2016 Budget and Appropriation Proposal and Authorizes the start of a 30 day Public Review Period per State Statute

The board acknowledge Receipt of 2016 Budget and Appropriation Proposal and Authorize the start of a 30 day Public Review Period per State Statute. All replied Aye.

Executive Director Benard asked that the board send any questions to him, Finance Director Trainor or Executive Assistant Siciliano.

2. Resolution 2015-02 - Staff and Finance Subcommittee Recommends Approval Authorizing the Estimate of the Annual Aggregate Levy in compliance with the Truth in Taxation Law.

Commissioner Kelly moved to approve Resolution 2015-02 - Staff and Finance Subcommittee Recommends Approval Authorizing the Estimate of the Annual Aggregate Levy in compliance with the Truth in Taxation Law. Seconded by Commissioner Vires.

No discussion.

Motion passed by roll call vote

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

Nays: None

Absent: Frey

3. Change Order for Hoffman Park Parking Lot Project – Staff and Buildings and Grounds Subcommittee Recommends approval of Change Order No. 1 with Meyer Paving Company in the Amount of \$10,822.55

Commissioner Kelly moved to approve Change Order for Hoffman Park Parking Lot Project – Staff and Buildings and Grounds Subcommittee Recommends approval of Change Order No. 1 with Meyer Paving Company in the Amount of \$10,822.55. Seconded by Commissioner Schobel.

No discussion

Motion passed voice vote.

4. Change Order for Graf Park Parking Lot Project - Staff and Buildings and Grounds Subcommittee Recommends approval of Change Order No. 1 with Chicagoland Paving Company in the Amount of \$20,540.00

Commissioner Kelly moved to approve Change Order for Graf Park Parking Lot Project - Staff and Buildings and Grounds Subcommittee Recommends approval of Change Order No. 1 with Chicagoland Paving Company in the Amount of \$20,540.00. Seconded by Commissioner Schobel.

Commissioner Kelly explained that there was less undercutting than we originally thought.

Motion passed by voice vote.

5. Bid Results and Recommendation for Fuel Supply and Delivery - Staff and Buildings and Grounds Subcommittee Recommends Approval of the Proposal from Heritage FS for Fuel Supply and Delivery in the Amount of \$.01310 per gallon for the Period December 2015 through November 2017

Commissioner Mee moved to approve of the Proposal from Heritage FS for Fuel Supply and Delivery in the Amount of \$.01310 per gallon for the Period December 2015 through November 2017. Seconded by Commissioner Kelly.

No discussion.

Motion passed by roll call vote

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

Nays: None

Absent: Frey

6. Approval of Expenditures in Excess of \$10,000 and under the Bid Limit of \$20,000 – Staff Recommends Board Approval - \$16,960 to remove 50 Ash Trees at Arrowhead Golf Club by Nels Johnson Tree Experts

Commissioner Schobel moved to approve Expenditures in Excess of \$10,000 and under the Bid Limit of \$20,000 – Staff Recommends Board Approval - \$16,960 to remove 50 Ash Trees at Arrowhead Golf Club by Nels Johnson Tree Experts
Seconded by Commissioner Vires.

Commissioner Kelly stated that he would be abstaining on this topic. President Hodgkinson acknowledged his request. Commissioner Schobel asked if the tree on 16 East would be coming down as it looks like it needs to. Director of Special Facilities Andy Bendy stated that it was.

Motion passed by voice vote.

7. Approval of Expenditures Related to Commissioner Attendance the IPRA IAPD Educational Conference and Exposition at a Maximum Cost of \$907.84 per Attendee

Commissioner Mee moved to approve Approval of Expenditures Related to Commissioner Attendance the IPRA IAPD Educational Conference and Exposition at a Maximum Cost of \$907.84 per Attendee. Seconded by Commissioner Morrill.

Executive Director Benard stated that if the Commissioners were interested in just a day visit to attend classes and the expo hall that could be arranged.

Motion passed by voice vote.

8. Ordinance No. 2015-05 – Approving the Disposal and Sale of Personal Property Owned by the Wheaton Park District

Commissioner Mee moved to approve Ordinance No. 2015-05 – Approving the Disposal and Sale of Personal Property Owned by the Wheaton Park District as presented.
Seconded by Commissioner Kelly

Motion passed by roll call vote

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

Nays: None

Absent: Frey

9. Amendments to the Wheaton Park District Outdoor Athletic Polices and Fees Effective January 1, 2016 – Staff and Staff and Buildings and Grounds Subcommittee Recommends Approval

Commissioner Kelly moved to approve Amendments to the Wheaton Park District Outdoor Athletic Polices and Fees Effective January 1, 2016 with removing section 2I under scheduling. Seconded by Commissioner Mee.

No discussion.

Motion passed by voice vote.

10. Amendments to Athletic Field Use Fees for the Briarcliffe Youth Baseball Baseball Organization and the Kopian Soccer Club - Staff and Staff and Buildings and Grounds Subcommittee Recommends Approval.

Commissioner Mee moved to approve Amendments to Athletic Field Use Fees for the Briarcliffe Youth Baseball Baseball Organization and the Kopian Soccer Club Seconded by Commissioner Kelly.

Executive Director Benard stated that the effectiveness will be at the start of their respective seasons.

Motion passed by voice vote.

11. Recommendation to Establish a Full Time Assistant Fitness Manager Position at Parks Plus Fitness Center to Meet Operational Demands - Staff and Finance Subcommittee Recommends Approval

Commissioner Morrill moved to approve a Full Time Assistant Fitness Manager Position at Parks Plus Fitness Center to Meet Operational Demands. Seconded by Commissioner Vires.

No discussion.

Motion passed by roll call vote

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

Nays: None

Absent: Frey

12. Arrowhead Food Supply Bid Results and Recommendations

		<u>ONE YEAR CONTRACTS</u>		<u>TWO YEAR CONTRACTS</u>
Appetizers:	Fortune Fish	\$ 28,864.00	Commodity Pricing	
Bread:				Highland Bakery \$ 72,587.00 per yr. Fixed
Dairy:	Sysco Chicago	\$152,857.12	Commodity Pricing	
Meat:				Consumers Packing \$324,762.50 per yr. Fixed
Seafood:	Fortune Fish	\$ 89,412.00	Commodity Pricing	
Poultry:	US Foods	\$121,302.00	Commodity Pricing	
General/Froz:	US Foods	\$110,574.72	Commodity Pricing	
Dry Goods:	Sysco Chicago	\$126,084.81	Fixed Pricing	
Paper/Disp.:	Sysco Chicago	\$ 42,631.61	Fixed Pricing	
Smallwares:	Sysco Chicago	\$ 14,150.77	Fixed Pricing	
Produce:	Get Fresh	\$124,304.35	Fixed Pricing	
Beverages:	Sysco Chicago	\$ 30,580.20	Fixed Pricing	

Commissioner Kelly moved to approve the Arrowhead Food Supply Bids as presented.

		<u>ONE YEAR CONTRACTS</u>	<u>TWO YEAR CONTRACTS</u>
Appetizers:	Fortune Fish	\$ 28,864.00	Commodity Pricing
Bread:			Highland Bakery \$ 72,587.00 per yr. Fixed
Dairy:	Sysco Chicago	\$152,857.12	Commodity Pricing
Meat:			Consumers Packing \$324,762.50 per yr. Fixed
Seafood:	Fortune Fish	\$ 89,412.00	Commodity Pricing
Poultry:	US Foods	\$121,302.00	Commodity Pricing
General/Froz:	US Foods	\$110,574.72	Commodity Pricing
Dry Goods:	Sysco Chicago	\$126,084.81	Fixed Pricing
Paper/Disp.:	Sysco Chicago	\$ 42,631.61	Fixed Pricing
Smallwares:	Sysco Chicago	\$ 14,150.77	Fixed Pricing
Produce:	Get Fresh	\$124,304.35	Fixed Pricing
Beverages:	Sysco Chicago	\$ 30,580.20	Fixed Pricing

Seconded by Commissioner Morrill.

Motion passed by roll call vote

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

Nays: None

Absent: Frey

13. Wheaton Park District Agency Wide Phone System – Selection of Provider
 Recommend Selection of Nextiva and authorization of commencing negotiation for price with same for a cloud Based Solution to the District’s needs – Final Agreement and Price will be presented to the Park Board at its November Meeting for Approval

Commissioner Kelly moved to approve the Selection of Nextiva and authorization of commencing negotiation for price with same for a cloud Based Solution to the District’s needs with the Final Agreement and Price will be presented to the Park Board at its November Meeting for Approval. Seconded by Commissioner Morrill.

Commissioner Kelly stated that the Consultant we have received two bids for a cloud system, and came back with two recommendations, with Nextiva being one of them. Executive Director Benard stated that all we are doing here is giving him authorization to negotiate with one of these firms.

Motion passed by voice vote.

14. Memorial Park Master Plan – Selection of Kimley Horn at a cost not to exceed \$30,000

Commissioner Morrill moved to approve the selection of Kimley Horn at a cost not to exceed \$30,000 Seconded by Commissioner Vires.

Commissioner Kelly stated that the final scope will go the Buildings and Grounds Subcommittee first before going to the full board.

Motion passed by roll call vote
Ayes: Kelly, Mee, Morrill, Schobel, Vires, Hodgkinson
Nays: None
Absent: Frey

15. Consideration of Easement Purchase Proposals From Unison and Crowne Castle concerning the Atten Park Cell Tower Lease

Executive Director Benard stated that the cell tower at Atten can have multiple tenants, and we would like to sell the balance of our lease. Both proposals from Unison and Crowne Castle will be presented at the October 28th Special Meeting.

REPORTS FROM STAFF

Executive Director Benard gave a brief summary about The City's TIF 1 and TIF 2.

Commissioner Schobel asked Aquatics/Safety Manager Wendy Russell how many people responded to her survey. She stated approximately 25-30 people.

Commissioner Morrill commended Wendy on a thorough report. He is disappointed to see that the pools are in the red. He doesn't believe this is marketing's fault as they do a good job marketing the pools. He asked if we are going to subsidize the pools or try to turn it around. He would like staff to reach out to Warrenville and Winfield. Executive Director Benard stated he already has a meeting scheduled with both of those Executive Directors next week to discuss this. He intends to inform them that we are contemplating an upgrade and to ask if they want to be financial partners in the project.

Commissioner Mee commended Wendy on a good report. He was happy to see that 91% of staff at the pool are Wheaton residents. He reiterated that there is no anticipation for a pool fee increase in 2016. Wendy stated that was correct.

Commissioner Morrill congratulated Cosley Zoo on achieving their AZA accreditation again. Executive Director reported that our Day Camps Accreditation is coming up soon as well.

Executive Director Benard stated that at the October Dupage County board meeting Dan Goodwin from Inland Real Estate was recognized for making a \$200,000 donation to the DuPage County Historical Museum Foundation. This donation will cover the Park District's share of the cost for the new roof at the Dupage County Historical Museum.

ADJOURNMENT

At 8:00 p.m., Commissioner Morrill moved to adjourn the meeting. Commissioner Kelly seconded. Motion passed by voice vote.