



# Wheaton Park District

**Wheaton Park District Board of Commissioners  
Minutes of the Workshop Meeting  
March 3, 2010  
Arrowhead Golf Club  
26W151 Butterfield Road  
Wheaton, Illinois**

## **CALL TO ORDER**

President Luetkehans called the workshop meeting of the Wheaton Park District Board of Commissioners to order at 7:00 p.m. The following Commissioners were present:

Commissioner: Barrett  
Fieweger  
Luetkehans  
Kelly  
Mee  
Schobel

Absent: Morrill

## **COMMUNITY INPUT**

There was no community input.

## **OLD BUSINESS**

### **1. Proposal from Golf Course Architect Greg Martin**

After some dialogue, President Luetkehans directed Legal Counsel (via the Executive Director) to draft a contractual agreement for the Board's review. It was determined that a bunker repair project could begin in the fall of 2010 if the Board so chose.

### **2. Park Dept. costs reduction proposal follow up**

Staff was commended on the thoroughness of the report. President Luetkehans stressed that the goal of any decision made was to achieve long term savings for the Residents. Commissioner Kelly suggested that cutting 14 of 29 seasonal employees may create too much stress on the Parks Department's ability to get the job done. He suggested a cut of only 7 seasonal staff members for 2010. Commissioner Mee agreed and suggested a periodic report from staff on the department's ability to keep up. Larry Bower stated that if the Board chose to cut 7 of 29 seasonal staff members for 2010, he could get the job done but he would need to reinstate some or all of those positions in 2011. President Luetkehans stated that if positions were cut, the Department would not get them back in 2011 or 2012. President Luetkehans asked Staff to report back to the Board a number of seasonal staff cuts that they could live with for the long term.

### **3. Golf Pro Shop costs reduction sub-committee direction follow up**

Staff provided a staff schedule for the Board to review based on previous direction to cut \$30,000 from seasonal wages. Commissioner Mee asked Staff for a periodic report

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concerning their ability to keep up with customer service issues and lesson instruction as a result of this cut. Commissioner Mee inquired if the recently vacated Part Time Assistant Golf Pro position would be filled. Staff stated that the position could be replaced with an Intern which would yield another \$5,500 in savings. President Luetkehans asked Staff to let the Board know how they will proceed with the Asst Golf Professional Position.

#### 4. Agency Accreditation follow up

The consensus of the Board was to allow staff to pursue Statewide Park District Accreditation. President Luetkehans asked staff to monitor time and expenses related to the effort.

#### 5. Budget Calendar 2011 follow up

No changes were suggested for the 2011 schedule.

#### 6. Monthly Finance report format follow up

There was discussion concerning and formula error discovered on the report. The error will be corrected.

#### 7. Public Relations shared position with WDSRA follow up

The Board stated that they would require and out provision to a shared staff contractual agreement signed with WDSRA. Staff was asked to explore the cost related to the use of independent PR firms.

### **NEW BUSINESS**

There was no new business.

### **EXECUTIVE DIRECTOR REPORT**

Director Benard reported on his recent meeting with Kelly – Edison Park Neighbors concerning the Open Space Land Acquisition and Development (OSLAD) grant funded park improvement project. Board members indicated that they would attend the next neighbor meeting.

### **FINANCE DIRECTOR REPORT**

There was no report.

### **BOARD MEMBER INPUT/DISCUSSION**

None.

### **CLOSED SESSION**

At 7:42 pm, Commissioner Barrett moved 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 motion was seconded by Commissioner Fieweger.

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The motion passed by a roll call vote 6 ayes, 0 nays 1 absent

## **ADJOURNMENT**

Upon rising from Closed Session at 8:03 pm, Commissioner Barrett moved to adjourn the meeting of the Board of Commissioners of the Wheaton Park District. The motion was seconded by Commissioner Schobel.

The motion passed by a roll call vote 6 ayes, 0 nays 1 absent

Respectfully submitted  
Michael J. Benard  
Secretary

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