



Wheaton Park District

**WHEATON PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF THE MEETING
Wheaton City Hall
303 WEST WESLEY STREET
WHEATON, ILLINOIS**

December 16, 2009

President Luetkehans called to order the Continuation of Public Hearing on the 2010 Budget and Appropriation Ordinance Opened November 18, 2009 at 7:00 pm. There being no public comment or Board member comment, Commissioner Mee moved to close the 2009 Budget Appropriation Ordinance Public Hearing. Seconded by Commissioner Morrill. The 2009 Budget Appropriation Ordinance public hearing adjourned at 7:01 pm.

Commissioner: Barrett
Fieweger
Kelly
Luetkehans
Mee
Morrill
Schobel

Absent: None

CALL TO ORDER

President Luetkehans called the regular meeting of the Wheaton Park District Board of Commissioners to order at 7:01 p.m. The following Commissioners were present:

Commissioner: Barrett
Fieweger
Kelly
Luetkehans
Mee
Morrill
Schobel

Absent: None

COMMUNITY INPUT

None

CONSENT AGENDA

Commissioner Schobel moved and Commissioner Barrett seconded to approve the Consent Agenda.

1. Approval of the Regular Board Meeting Minutes of October 28, 2009
2. Approval of the Special Board Meeting Minutes of November 4, 2009

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3. Approval of the Budget Workshop Meeting Minutes of November 14, 2009
4. Approval of the Regular Meeting Minutes of November 18, 2009
5. Approval of the Workshop Meeting Minutes of December 2, 2009
6. Acceptance of the Disbursements – November 2009
7. Acceptance of the Disbursements – December 2009

DISCUSSION:

1. Concerning the November 18, 2009 Minutes.

Commissioner Kelly wanted to reiterate that the original proposal for the 2010 Independence Day was voted down. The rectified proposal to hold fireworks on Saturday evening and parade on Sunday afternoon was then motioned by Commissioner Morrill and Kelly.

2. Concerning the December 2, 2009 Minutes

President Leutkehans requested that next year's budget process mirror the same booklet format that was presented "at this meeting" (not this year).

Commissioner Schobel and Commissioner Barrett amended their motion and seconded to reflect the corrections.

Roll call vote:	Commissioner:	Barrett	Aye
		Fieweger	Aye
		Kelly	Aye
		Mee	Aye
		Morrill	Aye
		Schobel	Aye
		Luetkehans	Aye

7 Aye, 0 Nay. Motion carried.

OLD BUSINESS

1. Staff Report: Access to Recreation Program

Vicki Boras gave an updated summary of this initiative and shared the committee goals for 2010. Commissioner Morrill asked staff for quarterly updates on this charter and others that are being worked on.

2. 2009 Tax Levy Ordinance No. 2009-3

Commissioner Morrill moved to adopt Ordinance 2009-3, an Ordinance levying and assessing the taxes of the Wheaton Park District, DuPage County, Illinois for the Tax Year 2009. Seconded by Commissioner Mee.

Roll call vote:	Commissioner:	Barrett	Aye
		Fieweger	Aye
		Kelly	Aye
		Mee	Aye
		Morrill	Aye
		Schobel	Aye
		Luetkehans	Aye

7 Aye, 0 Nay. Motion carried.

3. 2010 Budget and Appropriation Ordinance No 2009-4

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Commissioner Mee moved to adopt Ordinance 2009-4, an Ordinance making a combined annual budget and appropriation of Funds for the Wheaton Park District, DuPage County, Illinois for the fiscal year beginning January 1, 2010 and ending December 31, 2010. Seconded by Commissioner Fieweger.

Roll call vote:	Commissioner:	Barrett	Aye
		Fieweger	Aye
		Kelly	Aye
		Mee	Aye
		Morrill	Aye
		Schobel	Aye
		Luetkehans	Aye

7 Aye, 0 Nay. Motion carried.

4. Limited Tax General Obligation Bonds, Series 2009A (to pay for capital improvements in and for the District and to provide the revenue source for the payment of alternate bonds) - Award of Low Bid

Commissioner Schobel moved to accept the low bid for Limited Tax General Obligation Bonds, Series 2009 A from Oppenheimer & Co of Pennsylvania at a rate of 1.78073 percent. The bond amount was stated at \$1,220,625. Seconded by Commissioner Barrett.

Roll call vote:	Commissioner:	Barrett	Aye
		Fieweger	Aye
		Kelly	Aye
		Mee	Aye
		Morrill	Aye
		Schobel	Aye
		Luetkehans	Aye

7 Aye, 0 Nay. Motion carried.

5. Limited Tax General Obligation Bonds, Series 2009A (to pay for capital improvements in and for the District and to provide the revenue source for the payment of alternate bonds) - Adoption of Bond Ordinance No. 2009-5

Commissioner Kelly moved to adopt Ordinance 2009-5, an ordinance providing for the issue of \$1,220,625 General Obligation Limited Tax Park Bonds, Series 2009 A, of the Wheaton Park District, DuPage County, Illinois and for the levy of a direct annual tax to pay the principal and interest on said bonds. Seconded by Commissioner Fieweger.

Roll call vote:	Commissioner:	Barrett	Aye
		Fieweger	Aye
		Kelly	Aye
		Mee	Aye
		Morrill	Aye
		Schobel	Aye
		Luetkehans	Aye

7 Aye, 0 Nay. Motion carried

6. Taxable General Obligation Park Bonds (Alternate Revenue Source), Series 2009B (for improvements to Northside Park and the Community Center and other District facilities) - Award of Low Bid

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President Leutkehans pulled this item from the agenda.

7. Taxable General Obligation Park Bonds (Alternate Revenue Source), Series 2009B (for improvements to Northside Park and the Community Center and other District facilities) Adoption of Bond Ordinance No. 2009-6

President Leutkehans pulled this item from the agenda.

8. 2010-2015 Strategic Plan and Open Space and Facility Master Plan

Commissioner Morrill moved to approve the 2010 – 2015 Strategic Plan and the Open Space/Facility Master Plan for the Wheaton Park District and to direct staff to provide the Board of Park Commissioners with quarterly progress reports beginning in March 2010. Seconded by Commissioner Fieweger.

DISCUSSION:

Commissioner Morrill complimented staff on a premier master plan and the charter process. He stated it was one of the best he had seen. He recommended sending a copy to the city and school district.

Roll call vote:	Commissioner:	Barrett	Aye
		Fieweger	Aye
		Kelly	Aye
		Mee	Aye
		Morrill	Aye
		Schobel	Aye
		Luetkehans	Aye

7 Aye, 0 Nay. Motion carried.

9. Employee Health Insurance Alternate Funding Program

Commissioner Kelly moved to direct staff to enroll covered employees in the Alternate Funding Program for health insurance for 2010. Seconded by Commissioner Mee.

Roll call vote:	Commissioner:	Barrett	Aye
		Fieweger	Aye
		Kelly	Aye
		Mee	Aye
		Morrill	Aye
		Schobel	Aye
		Luetkehans	Aye

7 Aye, 0 Nay. Motion carried.

10. Selection of Golf Course Architect

Staff was given direction to seek to retain Greg Martin of Martin Design Partnership as Architect of Record for the Arrowhead Golf Club and that staff and legal counsel be directed to prepare a Professional Services Agreement with Mr. Martin for board consideration at its January 2010 regular meeting.

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NEW BUSINESS

1. Staff Report: Northside Park Development Project Status / Change Orders

Rob Sperr reiterated that change order #'s 8,9 and 11 had already been approved. Kelly asked Rob to confirm if #8 would be removed from totals and Rob concurred.

2. Resolution Destruction of Closed Session Recordings older than 18 months

Commissioner Morrill moved to approve Resolution 2009-6, a resolution authorizing the destruction of certain verbatim recordings of closed sessions or closed meetings of the Wheaton Park District Board of Park Commissioners. Seconded by Commissioner Kelly.

Voice Vote: Motion Carried Unanimously

3. Professional Services Agreement with Government Navigators Group

Commissioner Schobel moved to approve the government relations services agreement with Government Navigators Group Inc. as presented. Seconded by Commissioner Kelly.

Roll call vote:	Commissioner:	Barrett	Aye
		Fieweger	Aye
		Kelly	Aye
		Mee	Aye
		Morrill	Aye
		Schobel	Aye
		Luetkehans	Aye

7 Aye, 0 Nay. Motion carried.

4. Agreement with School District 200 for the use of Hubble Middle School Gymnasiums – President Luetkehans reiterated to the board that staff needed to have access to Hubble by January 1st. A final agreement will follow for Board action. Commissioner Morrill moved to approve the form, terms and provisions of the proposed letter of understanding between the Wheaton Park District and the Board of Education of Community Unit School District No. 200 with respect to the Park District's use of the old Hubble School, substantially as presented to the Park Board at this meeting, with such necessary modifications thereof as shall be approved by the Park Board President in consultation with legal counsel, and to authorize the President to execute the letter of understanding as may be so revised, in the name and on behalf of the Park District. Seconded by Commissioner Kelly.

Roll call vote:	Commissioner:	Barrett	Aye
		Fieweger	Aye
		Kelly	Aye
		Mee	Aye
		Morrill	Aye
		Schobel	Aye
		Luetkehans	Aye

7 Aye, 0 Nay. Motion carried.

Discussion – Commissioner Mee asked about any additional costs beyond utility costs. Director Benard responded that other than splitting the utility costs with Hubble, the District would incur our own custodial expenses.

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Commissioner Morrill expressed the valuable relationship with school district and how this will benefit the park district.

Commissioner Schobel asked how accurate the revenue numbers were in the proposal. President Luetkehans added that we are looking at a loss with hopes of recouping with rentals. Mary Beth Cleary responded that they would recoup some of the expenses through rentals. The Board directed staff and legal counsel to prepare an Intergovernmental Agreement for facility usage for Board consideration.

5. Funding Vacant Full Time Positions

Commissioner Morrill moved to fund full-time employment expense in the 2010 budget for the Athletic Supervisor position and the Trim Crew Leader position as presented. Seconded by Commissioner Fieweger.

Roll call vote:	Commissioner:	Barrett	Aye
		Fieweger	Aye
		Kelly	Aye
		Mee	Aye
		Morrill	Aye
		Schobel	Aye
		Luetkehans	Aye

7 Aye, 0 Nay. Motion carried.

Discussion: Commissioner Mee asked that we keep the Animal Keeper position on the table for future review. Commissioner Schobel is concerned that if the zoo is already operating at a deficit, an added position would add to the deficit.

6. Baseball/Softball Uniforms and Athletic Equipment Bid Approval

Commissioner Mee moved to accept the lowest qualified bidders for baseball and softball supplies and apparel as presented by staff. Seconded by Commissioner Fieweger.

Roll call vote:	Commissioner:	Barrett	Aye
		Fieweger	Aye
		Kelly	Aye
		Mee	Aye
		Morrill	Aye
		Schobel	Aye
		Luetkehans	Aye

7 Aye, 0 Nay. Motion carried.

7. Lincoln Marsh Boardwalk Engineering Proposals

Commissioner Morrill moved to accept the proposal from Ridgeline Consulting for engineering services related to the Lincoln Marsh Boardwalk project to be funded by the Friends of Lincoln Marsh. Seconded by Commissioner Mee.

Commissioner Kelly excused himself from voting on this matter.

Roll call vote:	Commissioner:	Barrett	Aye
		Fieweger	Aye

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Kelly	n/a
Mee	Aye
Morrill	Aye
Schobel	Aye
Luetkehans	Aye

6 Aye, 0 Nay. Motion carried.

Discussion: Commissioner Morrill reiterated that the Partners for the Lincoln Marsh is paying for the project through 10 years of golf outing fundraisers.

8. 2010 Wheaton Park District Meeting Schedule

Commissioner Mee moved to approve the 2010 meeting schedule of the Wheaton Park District Board of Commissioners as presented. Seconded by Commissioner Barrett. Motion carried unanimously via voice vote.

9. Parks Plus Fitness Personal Training Fees

Commissioner Fieweger moved to approve the Personal Training Rates for the Parks Plus Fitness Centers effective January 1, 2010 as presented by staff. Seconded by Commissioner Kelly. Motion carried unanimously via voice vote.

10. Pigs and Poultry Exhibit Bidding and Construction Schedule

Commissioner Morrill moved that staff proceed with the process of putting to bid the construction of new pig and poultry exhibits at Cosley Zoo to be funded by the Cosley Foundation. Seconded by Commissioner Schobel. Motion carried unanimously via voice vote.

Discussion: Commissioner Morrill stated that the Cosley Foundation, 501c3 are funding the exhibit, not park district.

EXECUTIVE DIRECTOR REPORT

-Director Benard reviewed the status of the theft of beverage cart incident at Arrowhead. He felt confident that the guilty party would either turn themselves in or be brought in.

-Director Benard updated the board with the challenges on the Comcast cable project at Parks Plus Fitness. Director Benard advised the Board that the visibility at the Arrowhead entrance has been improved with reflectors and proposed moving the park district sign currently at main and Roosevelt to Arrowhead. The Board asked Director Benard to provide costs to do so.

-President Leutkehans asked what changes had been made to current budget document from last version. Director Benard directed him to page 55 of the Budget Document where all revisions were listed.

-President Leutkehans asked about how we are heading-off the expected shortfall in recreation by 2012. Director Benard plans to provide a proposal to the Board in January.

FINANCE DIRECTOR REPORT

There were no questions for the Finance Director.

QUESTIONS OF STAFF

None

President Leutkehans asked if any Board members desired to discuss anything in closed session concerning the Executive Directors Employment and Residence Agreements. Since no one desired to go into closed session, the

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President asked for motions concerning the items referenced above. Commissioner Mee moved to approve the Employment Agreement for the Executive Director. Commissioner Fieweger seconded.

Roll call vote:	Commissioner:	Barrett	Aye
		Fieweger	Aye
		Kelly	Aye
		Mee	Aye
		Morrill	Aye
		Schobel	Aye
		Luetkehans	Aye

7 Aye, 0 Nay. Motion carried.

Commissioner Kelly moved to approve the Residence Agreement for the Executive Director. Commissioner Barrett seconded.

Roll call vote:	Commissioner:	Barrett	Aye
		Fieweger	Aye
		Kelly	Aye
		Mee	Aye
		Morrill	Aye
		Schobel	Aye
		Luetkehans	Aye

7 Aye, 0 Nay. Motion carried.

BOARD COMMENTS

- Commissioner Morrill complimented Arrowhead on a job well-done at the Kiwanis event.
- Commissioner Morrill complimented the marketing team on a great technology report. He would like to see more reports like it.
- Commissioner Mee complimented the holiday committee on a great holiday party.
- President Luetkehans stated that although revenue reports from Arrowhead golf were appreciated, he wanted to see expenses listed as well.

ADJOURNMENT

Commissioner Mee moved to adjourn the meeting of the Board of Commissioners of the Wheaton Park District. Seconded by Commissioner Barrett. Meeting adjourned at 7:50 p.m.

Respectfully submitted,

Michael J. Benard
Secretary

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