

**WHEELING PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF REGULAR MEETING  
JANUARY 10, 2012**

The Regular Meeting of the Board of Commissioners of the Wheeling Park District, Cook and Lake Counties, Illinois, was held in the Boardroom of the Community Recreation Center, 333 W. Dundee Road, Wheeling, Illinois.

The meeting was called to order at 7:05 p.m. by President Pecka, followed by the Pledge of Allegiance.

The following Commissioners were present when the roll was called: L. Widmer, B. Lichtenberger, M. Kurgan, S. Stein, R. Rosen, and K. Pecka.

Commissioner C. Klumpp was absent.

Staff members present were Jan Buchs, Executive Director; Matt Wehby, Director of Park and Recreation Services; Amy Rivas, Director of HR & Risk Management; Larry Raffel, Superintendent of Planning; Allen Parkes, General Manager of Chevy Chase Country Club; LeRoy Scheve, IT Manager; and Marcia Jendreas, Recording Secretary.

**AGENDA ADDITIONS/DELETIONS/CORRECTIONS – None**

**CONSENT AGENDA**

- A. Approval of Minutes of Public Hearing of December 20, 2011
- B. Approval of Minutes of Regular Meeting of December 20, 2011
- C. IAPD Annual Membership

Commissioner Lichtenberger moved, seconded by Commissioner Stein, to approve the Consent Agenda.

**On the roll call, the vote was as follows:**

**AYE:** L. Widmer, B. Lichtenberger, M. Kurgan, S. Stein, R. Rosen, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** C. Klumpp

**Motion carried.**

**UNFINISHED OR CONTINUING BUSINESS**

**Parks & Facility Services Building Remodeling Project Update**

Director Wehby provided a virtual tour of the building, pointing out renovations that have

occurred since the last update.

Executive Director Buchs reviewed the budget and said the project is well under the Guaranteed Maximum Price. She explained that the late arrival of the steel for the mezzanine has delayed the project. Completion by the contractors is now estimated to be February 3, 2012, and Phase II will begin on February 6, 2012. The complete move-in should occur by the end of February.

#### **NEW BUSINESS**

#### **Resolution 2012-01 – Approving the Declaration of Trust of the Illinois Institutional Investors Trust (IIIT)**

Executive Director Buchs explained that the purpose of this Resolution is to join IIIT and authorize certain officials to act on behalf of the Wheeling Park District, as well as the IIIT Declaration of Trust referenced as Exhibit A in the Resolution.

Commissioner Lichtenberger moved, seconded by Commissioner Stein, to approve Resolution 2012-01, a Resolution Approving the Declaration of Trust of the Illinois Institutional Investors Trust and Authorizing the Execution Thereof, and Authorizing Certain Officials to Act on Behalf of Wheeling Park District.

#### **On the roll call, the vote was as follows:**

**AYE:** B. Lichtenberger, M. Kurgan, S. Stein, R. Rosen, L. Widmer, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** C. Klumpp

**Motion carried.**

#### **Resolution 2012-02 – Brokerage Account Signature Authorizations**

Executive Director Buchs said that with the personnel change that has occurred, it is necessary to revise the approved signatory on the Park District's securities account.

Commissioner Stein moved, seconded by Commissioner Lichtenberger, to approve Resolution 2012-02, adding the Executive Director and Superintendent of Finance as authorized signers for the Wheeling Park District account at Raymond James.

#### **On the roll call, the vote was as follows:**

**AYE:** M. Kurgan, S. Stein, R. Rosen, L. Widmer, B. Lichtenberger, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** C. Klumpp

**Motion carried.**

**Recommendation for Heritage Park Memorials**

Director Wehby said that at the December 20, 2011, Future Planning Committee Meeting, staff presented two options for removal of existing memorials in Heritage Park. These memorials include trees, plantings, benches, and plaques. Director Wehby informed the Commissioners that it was the consensus of the Committee to recommend Option #1 to the Board, which is to remove all the trees, and replant new trees in the redeveloped Heritage Park.

Commissioner Lichtenberger moved, seconded by Commissioner Widmer, to approve Option #1 for the Heritage Park Memorial removal plan, as supported by the Future Planning Committee, and direct staff to proceed as discussed during the Committee meeting on December 20, 2011.

**On the roll call, the vote was as follows:**

**AYE:** S. Stein, R. Rosen, L. Widmer, B. Lichtenberger, M. Kurgan, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** C. Klumpp

**Motion carried.**

**Bid Summary/Recommendation for Sale of Surplus 1998 Chevrolet Van #120**

Director Wehby advised that one bid was received from Greater Wheeling Area Youth Outreach, for \$5,148.00, and staff recommends selling the vehicle, as is, to the organization.

Commissioner Rosen moved, seconded by Commissioner Lichtenberger, to accept the sealed bid offer from Greater Wheeling Area Youth Outreach to purchase the Park District's surplus 1998 Chevrolet 15-Passenger Van #120 for the amount of \$5,148.00.

**On the roll call, the vote was as follows:**

**AYE:** R. Rosen, L. Widmer, B. Lichtenberger, M. Kurgan, S. Stein, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** C. Klumpp

**Motion carried.**

**Bid Summary/Recommendation for Sale of Surplus 1998 Chevrolet Van #121**

Director Wehby advised that one bid was received from Greater Wheeling Area Youth Outreach, for \$5,152.00, and staff recommends selling the vehicle, as is, to the organization.

Commissioner Widmer moved, seconded by Commissioner Lichtenberger, to accept the sealed bid offer from Greater Wheeling Area Youth Outreach to purchase the Park District's surplus 1998 Chevrolet 15-Passenger Van #121 for the amount of \$5,152.00.

**On the roll call, the vote was as follows:**

**AYE:** R. Rosen, L. Widmer, B. Lichtenberger, M. Kurgan, S. Stein, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** C. Klumpp

**Motion carried.**

**Bid Summary/Recommendation for Sale of Surplus 1994 Chevrolet Truck**

Director Wehby advised that one bid was received for the 1994 Chevrolet Truck, but it failed to meet the minimum bid of \$2,000.00; therefore, staff recommends rejecting the bid and disposing of the vehicle in a different manner, such as a trade-in on a future vehicle purchase.

Commissioner Stein moved, seconded by Commissioner Rosen, to reject the sealed bid offer from David Fritz to purchase the Park District's surplus 1994 Chevrolet C2500 Truck for the amount of \$1,200.00.

**On the roll call, the vote was as follows:**

**AYE:** L. Widmer, B. Lichtenberger, M. Kurgan, S. Stein, R. Rosen, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** C. Klumpp

**Motion carried.**

**COMMITTEE REPORTS**

Administration – Chair Stein said there was a meeting tonight and Commissioners received computer training on the new email system.

Future Planning – Chair Lichtenberger said the Committee met on December 20 and discussed Heritage Park memorials.

Intergovernmental & Community Relations – President Pecka said there was no recent Committee meeting.

**FINANCE**

**Voucher List**

Commissioner Stein moved, seconded by Commissioner Rosen, to approve the Voucher List dated January 10, 2012, in the amount of \$757,807.83.

**On the roll call, the vote was as follows:**

**AYE:** L. Widmer, B. Lichtenberger, M. Kurgan, S. Stein, R. Rosen, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** C. Klumpp

**Motion carried.**

## **WRITTEN COMMUNICATIONS**

President Pecka listed the written communications and asked that they be placed on file.

Executive Director Buchs said that the State of the Park District Address is tentatively scheduled for February 21, 2012.

## **VERBAL COMMUNICATIONS**

**Staff:** Superintendent Raffel gave a brief update on the Heritage Park Project. The bid opening originally scheduled for January 10 has been postponed until February 7 in order to provide more information to possible bidders. More soil borings are being taken because this is such a large earth-moving project.

General Manager Parkes reported that there were 304 people at the New Year's Eve party, and staff received a lot of positive comments. Abt staff did a walk-through at Chevy Chase in preparation for the multimedia project.

Director Rivas said that staff evaluations are being finalized.

Director Wehby reported that 30 people attended the Arctic Splash Grand Reopening Party. The Rock-in 2012 Teen Party was held at the CRC with 180 middle-school kids in attendance. He said that *In The Know* has been sent out to residents. It contains an article about Heritage Park redevelopment and refers to a new website – [www.heritageparkproject.info](http://www.heritageparkproject.info) – which will provide updates on the construction project.

Manager Scheve thanked Commissioners for attending the Gmail training.

Executive Director Buchs distributed information to Commissioners about the Corporate and Recreation Funds.

President Pecka asked the Commissioners if they were comfortable with the transfers and the planned year-end deficits, and they all answered yes.

**Board:** Commissioners expressed positive comments about Corporate and Recreation Funds budget transfers, the middle-school students' party, new entrance at Husky Park, email training, *In The Know*, and the GFOA Award for Excellence in Financial Reporting.

**EXECUTIVE SESSION**

At 8:08 p.m., Commissioner Lichtenberger moved, seconded by Commissioner Widmer, to adjourn to Executive Session for the purpose of discussion of the purchase or lease of real property for the use of the District per 5 ILCS 120/2(c)(5).

**On the roll call, the vote was as follows:**

**AYE:** L. Widmer, B. Lichtenberger, M. Kurgan, S. Stein, R. Rosen, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** C. Klumpp

**Motion carried.**

The regular meeting reconvened at 8:32 p.m., with the following persons present: L. Widmer, B. Lichtenberger, M. Kurgan, S. Stein, R. Rosen, K. Pecka, J. Buchs, and M. Jendreas.

**ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION – None**

Executive Director Buchs advised the Commissioners that there would be an Intergovernmental & Community Relations meeting on January 24 to discuss School District 21 field usage and management of field sites.

Executive Director Buchs informed Commissioners that Superintendent Nobbe is taking on the role of Interim Finance Director.

**ADJOURNMENT**

There being no further business, Commissioner Stein moved, seconded by Commissioner Lichtenberger, to adjourn the meeting at 8:33 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

Jan Buchs  
Secretary

Approved this 24<sup>th</sup> day of January 2012  
Board of Commissioners  
Wheeling Park District