

**WHEELING PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF MEETING, AS CORRECTED  
APRIL 6, 2010**

The Rescheduled 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 6:06 p.m. by President Pecka, followed by the Pledge of Allegiance.

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

Commissioner Kolssak was absent with prior notice.

Staff members present were Jan Buchs, Executive Director; Elliott Becker, Director of Finance and Business Operations; Larry Raffel, Superintendent of Planning; Amy Rivas, Director of HR and Risk Management; Matt Wehby, Director of Park and Recreation Services; and Marcia Jendreas, Recording Secretary.

Also present were residents Patti and Wedge Hancock.

**AGENDA ADDITIONS/DELETIONS/CORRECTIONS**

Commissioner Kurgan asked for Item C. *Wheeling High School TPSC Post-Prom Request* to be pulled from the Consent Agenda. Commissioner Rosen asked for Item E., *5K/10K Race Partnership Agreement with Susan G. Komen Foundation*, to be pulled from the Consent Agenda. President Pecka moved *Wheeling High School TPSC Post-Prom Request*, to Item E. under New Business. He placed *5K/10K Race Partnership Agreement with Susan G. Komen Foundation*, under Unfinished or Continuing Business, as Item F.

**CONSENT AGENDA**

- A. Approval of Minutes of Regular Meeting of March 2, 2010
- B. Approval of Minutes of Special Meeting of March 9, 2010
- C. Resolution 2010-03 – Approving Bank of America/Merrill Lynch as a Depository for Wheeling Park District Funds
- D. Ordinance 2010-C – Declaration of Surplus Property

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

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

**AYE:** B. Lichtenberger, M. Kurgan, S. Stein, R. Rosen, C. Klumpp, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** J. Kolssak

**Motion carried.**

## **UNFINISHED OR CONTINUING BUSINESS**

### **Recycling in the Parks**

Superintendent Raffel gave a short presentation on recycling receptacles and signage at the CRC and neighborhood parks. He said this action is part of the reduction and handling of waste focus of the Environmental Practices and Standards Initiative of the Agency Goals. Commissioners were in favor of this program.

### **Village/Park District Reader Board Update**

President Pecka said that the Wheeling Village Board voted not to do anything further regarding the sign and reader board, and that this issue does not warrant further discussion. He stated the Wheeling Park District is responsible for 50% of its cost and will pay its share of the sign. Commissioner Rosen asked who is responsible for the cost of demolition of the Park District's old sign. Executive Director Buchs responded that each entity will pay 50% of this cost as part of the land exchange agreement with the Village.

### **Purchase of Park District Vehicle – Bid Rescission**

Director Wehby explained that at the March 2 meeting, the Board authorized the purchase one 2009 Ford F350 4x4 truck, including optional equipment, through the State Bid process to replace the Park District's GMC box truck. A local retailer became aware of the trade-in vehicle, and expressed interest in purchasing it. In an attempt to generate more revenue, the Park District solicited sealed bids for the surplus truck. A bid of \$4,500 was received; therefore, staff is recommending that the Board rescind the original bid awarded to The Landmark Automotive Group so that a new motion can be made to purchase the 2009 Ford 350, excluding the \$2,000 trade-in allowance for the 1990 GMC truck.

Commissioner Stein moved, seconded by Commissioner Lichtenberger, to rescind the bid awarded on March 2, 2010, to The Landmark Automotive Group in Springfield, Illinois, for the purchase of one 2009 Ford F350 4x4 truck, including the optional equipment, for an amount not to exceed \$38,444.00 for all equipment and warranties listed in the bid specifications.

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

**AYE:** M. Kurgan, S. Stein, R. Rosen, C. Klumpp, B. Lichtenberger, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** J. Kolssak

**Motion carried.**

**Bid Summary for Sale of Park District Surplus Vehicle**

Commissioner Wehby said that the Board authorized the Park District to dispose of the 1990 GMC truck for \$2,000 as a trade-in vehicle, in conjunction with the purchase of a new Ford F350 vehicle. The Park District advertised for bids for the purchase of the GMC truck, and received one bid in the amount of \$4,500.00. Based on the amount of the bid received, staff recommends selling the vehicle “as is” to the sole bidder, Bob Horcher.

Commissioner Stein moved, seconded by Commissioner Rosen, to accept the sealed bid offer and sell the Park District’s 1990 GMC 3500 HD Diesel vehicle to Bob Horcher for the amount of \$4,500.00.

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

**AYE:** S. Stein, R. Rosen, C. Klumpp, B. Lichtenberger, M. Kurgan, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** J. Kolssak

**Motion carried.**

**Purchase of Park District Vehicle – Recommendation**

Director Wehby explained that the vehicle that needs to be purchased is a new 2009 Ford F350 4x4 truck with a 9-foot steel dump body and a 9-foot plow. He said an additional piece of optional equipment is a box salt spreader. Total cost for the vehicle and salt spreader is \$40,444.00.

Commissioner Rosen moved, seconded by Commissioner Lichtenberger, to use the State Bid process and purchase one 2009 Ford F350 4x4 truck from The Landmark Automotive Group in Springfield, Illinois, including the optional equipment, for an amount not to exceed \$40,444.00 for all equipment and warranties listed in the bid specifications.

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

**AYE:** R. Rosen, C. Klumpp, B. Lichtenberger, M. Kurgan, S. Stein, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** J. Kolssak

**Motion carried.**

**5K/10K Race Partnership Agreement with Susan G. Komen Foundation**

Commissioner Rosen questioned if the agreement for this partnership included future dates, and if there was an extra cost to list the Komen Foundation as additionally insured on the Park District's insurance. Director Wehby explained that the agreement was only for the October 2010 date, and there was no additional cost to the Park District to list the Komen Foundation as an additional insured.

Commissioner Lichtenberger moved, seconded by Commissioner Stein, to authorize the Executive Director, on behalf of the Wheeling Park District, to enter into an agreement with the Chicagoland Affiliate of the Susan G. Komen Breast Cancer Foundation, Inc. for the 2010 Heritage Classic 5K/10K races and one-mile walk.

**The motion carried by unanimous voice vote.**

**NEW BUSINESS**

**Bid Summary for Replacement of Aquatic Center Shade Structures**

Director Wehby said that three bids were received. After comparing each product's fabric tear resistance, fastening system and warranty, staff believes there are significant variations in materials between the three companies and that only ParkReation bid a product that meets the bid specifications. Samples were available for Commissioners to view.

Commissioner Klumpp moved, seconded by Commissioner Lichtenberger, to accept the bid from ParkReation in the amount of \$32,662.00, and authorize the Executive Director, on behalf of the Board, to enter into an agreement for an amount not to exceed \$35,928.20 for the purchase of a Shade Structure for the Aquatic Center, as specified in the Project Manual.

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

**AYE:** C. Klumpp, B. Lichtenberger, M. Kurgan, S. Stein, R. Rosen, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** J. Kolssak

**Motion carried.**

**Bid Summary for Reconstruction of CRC Parking Lot**

Superintendent Raffel said that eleven bids were received for the CRC Parking Lot Reconstruction Project. The overall project consists of the removal of all the asphalt in the small parking lot south of the CRC, and replacement of the binder course and surface course, as well as new parking lot striping.

Superintendent Raffel explained that there may be areas of the parking lot that have unsuitable

sub base, so staff asked bidders to provide a unit price for undercutting to include the removal and replacement of the sub base. Although Glander Paving Company provided the lowest base bid, E. Hoffman's bid is within \$525 of the low bid, and their unit price for undercutting is considerably less. Staff believes it is financially prudent to accept E. Hoffman's bid.

Commissioner Stein moved, seconded by Commissioner Rosen, to accept the bid from E. Hoffman, Inc., and authorize the Executive Director, on behalf of the Park District, to enter into an agreement for an amount not to exceed \$45,425.00 for reconstruction of the CRC parking lot, as specified in the Project Manual dated March 16, 2010.

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

**AYE:** B. Lichtenberger, M. Kurgan, S. Stein, R. Rosen, C. Klumpp, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** J. Kolssak

**Motion carried.**

**Recommendation for Beverage Agreement**

Director Becker said that the Park District's three-year agreement with Cadbury Schweppes is about to conclude. Staff asked vendors representing Pepsi America, Coca-Cola, and American Bottlers to submit proposals for the District's consideration. After comparing each proposal's sponsorship opportunities, vending commissions, cost, Park District support, and product line, staff recommends the selection of Coca-Cola as the exclusive beverage provider for the Wheeling Park District for the next three years.

Commissioner Stein moved, seconded by Commissioner Klumpp, to authorize the Executive Director, on behalf of the Wheeling Park District, to sign a three-year agreement with Coca-Cola to be its exclusive beverage provider on the strength of its sponsorship commitment, its service, and the popularity of its brand. The motion carried by unanimous voice vote.

**Amendment to Administrative Policy Manual – Chapter 6, Section 6.13**

Director Becker explained that local vendors are taxpayers of the District and many support the Wheeling Park District in a number of ways, such as through sponsoring programs and activities. Staff recognizes the need to give local entities every consideration when selecting vendors, and is recommending that a statement to this effect be included in the District's purchasing policy.

Commissioner Klumpp moved, seconded by Commissioner Kurgan, to amend Chapter 6, Section 6.13 of the Administrative Policy Manual to state that the Wheeling Park District will give local vendors every consideration in its purchasing decisions, provided the vendor provides a product that is equal or better to its competition.

**The motion carried by unanimous voice vote.**

### **Wheeling High School TPSC Post-Prom Request**

Commissioner Kurgan questioned the wording of “donation” as the Post-Prom request, rather than an advertisement. Commissioner Lichtenberger said that it is really a donation through an ad, which is a benefit to some companies.

Commissioner Lichtenberger moved, seconded by Commissioner Rosen, to purchase a half-page advertisement in the Wheeling High School Parent Newsletter at a cost of \$400.00.

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

**AYE:** M. Kurgan, S. Stein, R. Rosen, C. Klumpp, B. Lichtenberger, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** J. Kolssak

#### **Motion carried.**

### **COMMITTEE REPORTS**

**Administration Committee** – Chair Pecka said that the next meeting is scheduled for May 4, 2010.

**Future Planning** – Chair Lichtenberger said the Committee has not had a recent meeting.

**Intergovernmental & Community Relations** – Commissioner Klumpp said that the Historical Society had a program in March which gave the history of radio, and how it shaped this country. She also commented that the MWRDGC Agreement signing event was awesome.

### **FINANCE**

#### **Treasurer’s Report – February 2010**

Director Becker stated that the District began to receive higher-than-anticipated property tax revenue in February, which is partially due to the fact that taxpayers were billed 55% on the first installment in 2010. He gave a short review of the funds.

Commissioner Rosen asked if there was something the District could do to get tax monies quicker. Director Becker said that the GFOA is lobbying in Springfield for this cause.

#### **Voucher List**

President Pecka moved, seconded by Commissioner Stein, to approve the Voucher List in the amount of \$376,137.10.

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

**AYE:** S. Stein, R. Rosen, C. Klumpp, B. Lichtenberger, M. Kurgan, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** J. Kolssak

**Motion carried.**

## **WRITTEN COMMUNICATIONS**

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

## **VERBAL COMMUNICATIONS**

### **Staff:**

Director Wehby reported that the concrete was poured, and the project relating to the Virginia Graeme Baker Act is complete at the Aquatic Center. Work at Arctic Splash will begin on April 26.

Director Wehby also advised that there is a new partnership agreement between the Wheeling Park District and the Wheeling Junior Wildcats Football, Inc.

Commissioner Rosen suggested doing a canned food-drive event, perhaps with the baseball teams, as a way of stocking the food pantry. Director Wehby said he would suggest this to the team leaders.

Executive Director Buchs advised that group exercise is growing. Regarding golf, she said that the Spring Scramble was held on April 3, and Traditions is off to a great start. Events are picking up at Chevy Chase. The Fish Fry dinners brought in a total of 988 guests, while St. Patrick's Day brought in 444 guests.

Director Rivas advised that Park Security staff members are now being called Park Attendants. Staff is finalizing the hiring process; the goal is to get everything in place in April, including a photo directory.

Superintendent Raffel reported that the ornamental fencing has been installed at Childerley Park, along the creek.

Director Becker reminded Commissioners that the Wine Tasting Event is April 16. He congratulated everyone for making it through tonight's meeting using the laptop computers.

Executive Director Buchs thanked Commissioners Klumpp and Lichtenberger for attending the official signing of the Agreement ceremony with MWRDGC. She reminded everyone that the next Board Meeting on April 20 will be held at Chevy Chase at 5:00 p.m. Staff will provide a short review of the District's planning process, cover the 2010 Communitywide Survey process, and a draft of goals for the future. Additionally, Board members will be sent a survey prior to the meeting to identify future items to consider.

**Board:**

Commissioners gave their condolences to President Pecka on the passing of his brother Kevin.

Commissioner Rosen said he was enjoying the Fitness Center and the golf course, and thanked staff for their hard work.

Commissioner Stein said that she was glad to see the bike path back on track.

Commissioner Lichtenberger said that he appreciated the opportunity to attend the agreement signing at MWRDCG, and he wanted to get the word out to residents about this accomplishment. Executive Director Buchs said staff would obtain photographs and prepare a press release in the near future. He thanked staff for setting up laptop computers at the Board Meeting.

President Pecka thanked everyone for their compassion. He thanked the Commissioners and staff who were present at the MWRDGC agreement signing.

**Citizens:**

Mrs. Hancock thanked everyone, on behalf of her family, for the nice words and condolences for their son. She expressed condolences to President Pecka on his loss.

**EXECUTIVE SESSION**

At 8:31 p.m., Commissioner Lichtenberger moved, seconded by Commissioner Stein, to adjourn to Executive Session for the purpose of discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee of the District or against legal counsel for the District to determine its validity per 5 ILCS 120/2/(c)(1).

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

**AYE:** C. Klumpp, B. Lichtenberger, M. Kurgan, S. Stein, R. Rosen, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** J. Kolssak

**Motion carried.**

The regular meeting reconvened at 9:48 p.m. with the following persons present: C. Klumpp, B. Lichtenberger, K. Pecka, M. Kurgan, S. Stein, R. Rosen, J. Buchs, and M. Jendreas.

**ADJOURNMENT**

There being no further business, Commissioner Lichtenberger moved, seconded by

Commissioner Rosen, to adjourn the meeting at 9:49 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

Jan Buchs  
Secretary

Approved this 20<sup>th</sup> day of April 2010  
Board of Commissioners  
Wheeling Park District