

**WHEELING PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF MEETING
JUNE 15, 2010**

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 7:04 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.

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; Allen Parkes, Chevy Chase Interim General Manager; and Marcia Jendreas, Recording Secretary.

AGENDA ADDITIONS/DELETIONS/CORRECTIONS – None

CONSENT AGENDA

- A. Approval of Minutes of Regular Meeting of June 1, 2010
- B. Ordinance 2010-D – Prevailing Wage Rates
- C. Data Security Policy

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

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 – None

NEW BUSINESS

2010 Needs Assessment Survey Project Agreement

Executive Director Buchs stated that, based on the recognized value and importance of the communitywide needs assessment process, the Park Board formalized its commitment to conduct a survey every five years to measure residents' views of the quality and value of park and recreation services, as well as to identify future needs. Leisure Vision partnered with the Wheeling Park District to conduct the 2005 Needs Assessment Survey, and staff is recommending to once again engage the firm's services for the 2010 project. A proposal has been received and it is similar in scope to the 2005 project.

Executive Director Buchs said that, based on previous Board and staff discussions, a separate Teen Survey would be part of the needs assessment process, but the Park District would be responsible for distributing the surveys through the school district. Leisure Vision would add all survey results into the database and prepare a report of findings to be included in the final report.

Commissioner Rosen noted that the Rotary Club has \$5,000 set aside for a teen program at the Wheeling Park District, and, hopefully, this program will be determined after the Needs Assessment Survey is completed.

Commissioner Lichtenberger was concerned with coordinating efforts with the Village of Wheeling on construction of any bike paths. Executive Director Buchs said that bike paths have to be a cooperative effort, and survey results will be shared with the Village.

Commissioner Stein moved, seconded by Commissioner Lichtenberger, to authorize the Executive Director, on behalf of the Wheeling Park District, to enter into an agreement with Leisure Vision to conduct a Needs Assessment Survey and Report that includes a separate Teen Survey for a total amount of \$22,900.

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.

FINANCE

Treasurer's Report – May 2010

Director Becker cautioned that even though the financial statements look spectacular, a lot of budgeted expenditures have not yet occurred. He reviewed the funds and said the Tort Fund is

below policy levels because the final costs relative to VGBA compliance exceeded the budget by over \$30,000.

Voucher List

Commissioner Stein moved, seconded by Commissioner Rosen, to approve the Voucher List in the amount of \$277,658.21.

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.

STAFF REPORTS

Director Wehby stated that staff has prepared several new reports starting with this month: the Parks Monthly Log Report, the Recreation First Quarter Participation Report, and the Marketing and Communication Report. He said that the shade system for the Aquatic Center was shipped and it will be installed on June 17. Also, an assessment will be done of the CRC roof to determine what repairs are needed. He reported that camps started on June 14. The numbers are close to last year; however, there is a decline in before- and after-care.

Superintendent Parkes gave a recap of golf operations for May. The course continues to be the recipient of favorable reports on the condition of the playing surfaces. Spring rates were a great value to guests. Executive Director Buchs said that there has been positive feedback on the price drop, especially for seniors.

Regarding Food and Beverage, Executive Director Buchs said that event numbers are consistent, but head count is down.

Superintendent Raffel advised that staff met with MWRDGC and AECOM on June 3 to review the recreational components of the Heritage Park Redevelopment Project. There also was a meeting regarding the routing of material to be hauled. A plan will be submitted to the Park District, which also needs to be approved by the Village.

Director Rivas said that the Park Attendants are in full operation for the summer months. Park District staff walked the Lake Cook Property with the Agency's risk management company, and feedback will be provided to the Board.

Executive Director Buchs reported that the accessibility assessment proposals are due June 18. Finalists will be interviewed at the July 6 Administration Committee meeting. She passed out a report showing comparisons on memberships for the Aquatic Center for 2009 and 2010.

Regarding Fitness, she said that the interim wellness manager is now fully overseeing the Fitness Center.

WRITTEN COMMUNICATIONS

President Pecka listed the written communications and asked that they be placed on file. He reminded Commissioners to respond to the Administrative Assistant by June 30 if they plan to attend the Wheeling High School Spur Club event and/or the IAPD/IPRA Legislative Awareness Golf Outing.

VERBAL COMMUNICATIONS

Board: Commissioner Rosen commented that he held his son's graduation party at Chevy Chase facility was very pleased. He also thanked the Park District staff for allowing his son to use a park facility to put together a jam session to raise money for cancer. He said he attended the Senior Fair hosted by Representative Sente, and it was a very powerful event.

Commissioner Stein said she appreciated the extra reports from Director Wehby, and was impressed by the Fitness Center brochure.

Commissioner Klumpp thanked staff for the luncheon and tour on the day before the Aquatic Center opened, and said the facility looked great. She attended the Hawthorne Bridge Dedication on Thursday and was impressed by the speeches. Some residents asked her about Northside Park redevelopment, and she told them that another grant will be applied for by the Park District.

Commissioner Lichtenberger told Allen Parkes that he appreciated his report on Chevy Chase. He said he also appreciated the extra reports from Director Wehby, and was impressed with the new Fitness Center brochure.

Citizens: None

EXECUTIVE SESSION

At 8:23 p.m., Commissioner Rosen moved, seconded by Commissioner Lichtenberger, to adjourn to Executive Session for the purpose of discussion of the purchase or lease of real property for the use of the District, including meetings held for the purpose of discussion whether a particular parcel should be acquired per 5 ILCS 120/2(c)(5).

The regular meeting reconvened at 9:43 p.m.

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

Executive Director Buchs shared a drawing of the athletic complex to be part of the redevelopment of Heritage Park. This concept included FieldTurf on the fields. Discussion ensued regarding the potential for this opportunity and what an asset this could be to the community.

ADJOURNMENT

There being no further business, Commissioner Lichtenberger moved, seconded by Commissioner Stein, to adjourn the meeting at 9:46 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

Jan Buchs
Secretary

Approved this 6th day of July 2010
Board of Commissioners
Wheeling Park District