

**WHEELING PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF MEETING  
FEBRUARY 9, 2010, AS CORRECTED**

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 7:00 p.m. by President Pecka, followed by the Pledge of Allegiance.

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

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 was Steve Adams, Attorney.

**AGENDA ADDITIONS/DELETIONS/CORRECTIONS**

Commissioner Rosen asked for Item B, Approval of Minutes of Regular Meeting of January 19, 2010, to be removed from the Consent Agenda. President Pecka revised the Agenda by moving the article to Item C under New Business, and changing Item C, Consent Agenda, to Item B.

**CONSENT AGENDA**

- A. Approval of Minutes of Public Hearing of January 19, 2010
- B. Appointment of FOIA Officers and OMA Designees

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

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** None

**Motion carried.**

**NEW BUSINESS**

**Request from MWRDGC for Temporary Access Easement**

Superintendent Raffel advised that the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) has requested additional soil borings in Heritage Park as part of a Phase 2 Environmental Assessment. While the Board previously granted temporary access for a similar purpose, the current agreement expires on February 17, 2010. The additional soil-boring activity is not expected to begin until after that date. Execution of this easement would be contingent upon achieving completion of the formal Intergovernmental Agreement that is still pending.

Commissioner Kolssak moved, seconded by Commissioner Lichtenberger, to grant temporary access to MWRDGC, as stated in the Temporary Access Easement dated February 9, 2010, for the purpose of conducting soil borings within Heritage Park.

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

**AYE:** B. Lichtenberger, S. Stein, R. Rosen, C. Klumpp, J. Kolssak, K. Pecka

**NAY:** None

**ABSTAIN:** M. Kurgan

**ABSENT:** None

**Motion carried.**

**Proposed Update to Fund Balance Policy**

Director Becker stated that in the fall of 2009, the Board approved the re-creation of funds for IMRF and FICA to provide consistency with the District's tax levy. As a result, a fund balance policy for these two funds must be established. Since these funds came out of the Corporate Fund originally, it is staff's recommendation that the fund balance target be consistent with that of the Corporate Fund.

Commissioner Stein moved, seconded by Commissioner Lichtenberger, to approve the revised Fund Balance Policy, as presented on February 9, 2010.

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** None

**Motion carried.**

### **Approval of Minutes of Regular Meeting of January 19, 2010**

Commissioner Rosen asked for the Minutes of Regular Meeting of January 19, 2010, to be corrected as follows:

Page 3, under Wheeling Town Center Concept – Discussion, last sentence, change the word *in* to *near*, so the end of the sentence reads *near a residential area*.

Commissioner Kolssak moved, seconded by Commissioner Stein, to approve the Minutes of Regular Meeting of January 19, 2010. The motion carried by unanimous voice vote.

### **COMMITTEE REPORTS**

**Administration Committee** – Chair Pecka said that the Committee met tonight and heard presentations from Director Rivas on Personnel Policy Manual Revisions, and Director Becker on Scholarship Policy Revisions.

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

**Intergovernmental & Community Relations** – Chair Klumpp explained that there will be a meeting on February 16 at 6:00 p.m. to discuss a partnership with School District 21 for the Scholarship Golf Outing.

Chair Klumpp reported that the Village Trustees discussed amendments to the Impact Fee Ordinance at their meeting on January 25, and further discussion will continue in the future. With regard to School District 21, there will be a workshop on February 11 to discuss budget cuts. The outcome of the workshop will be presented at the March 18 School Board Meeting. Chair Klumpp also advised that the Historical Society is getting quotes on window coverings for the building at Chamber Park.

**Wheeling Town Center 2040** – Commissioner Lichtenberger said that the 2040 Committee's task has been completed and it is now in the hands of the Village of Wheeling.

### **FINANCE**

#### **Treasurer's Report – Final for December 2009**

Director Becker stated that last month, staff presented financial statements that were still subject to some year-end accruals; thus, not all of the activity for the 2009 fiscal year was included. Additionally, in January 2010, property taxes that related to the 2008 Tax Levy (2009 budget year) were received and these amounts are now included in the final report. These statements are subject to potential audit adjustments, although staff does not anticipate any significant changes.

After providing an overview of the other funds, Director Becker said that despite the difficult economic conditions, the results of operations for the Wheeling Park District are more favorable than expected, and better than the vast majority of governmental agencies in the State of Illinois.

**Voucher List**

President Pecka moved, seconded by Commissioner Stein, to approve the Voucher List in the amount of \$266,186.65.

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** None

**Motion carried.**

**WRITTEN COMMUNICATIONS**

President Pecka listed the written communications and asked that they be placed on file. He asked Commissioners to R.S.V.P. to the Administrative Assistant by February 15 if they plan to attend one of the IAPD Legislative Breakfast events.

**VERBAL COMMUNICATIONS**

**Staff:**

Director Rivas reported that employee evaluations are underway. She reminded the Board about the February 13 Staff Appreciation Party.

Superintendent Raffel said he sent the Village information that was requested regarding the Impact Fee Ordinance. He also advised that the CRC/FAC parking lot signage was reviewed with PDRMA. As soon as PDRMA's written comments are received, the information will be sent to the Wheeling Police Department for review.

Director Wehby stated that the Park District will be going out to bid for removal of the funbrellas and installation of a new canopy system in the concession area. Concerning the 5K/10K event, he will be meeting with representatives from the Susan G. Komen Foundation to iron out final details of the contract.

Director Wehby reminded everyone about the State of the Park District Address to be held at Chevy Chase on March 2.

Director Becker said that to continue working toward an environmentally friendly Board Meeting, Commissioners would be provided with laptop computers no later than the last meeting in March.

Executive Director Buchs called the Board's attention to the memo about the Chevy Chase kitchen, and said the budget can support the proposed improvements. Commissioners reviewed

the memo, and there was consensus to move forward with utilizing budgeted funds for the stated improvements. Executive Director Buchs said that new point-of-sale software will also be installed at Chevy Chase.

Executive Director Buchs reported that a group of staff members has been attending in-house, "Leadership through Effective Communication" training sessions.

**Board:**

Commissioner Rosen said he is looking forward to attending the Fish Fry at Chevy Chase. He commented that he had a chance to work out at the Fitness Center and the trainers and staff members are terrific. He also said he attended the IAPD/IPRA Conference for one day and found it very informative.

Commissioner Stein said she appreciated the opportunity to go to the IAPD/IPRA Conference and enjoyed each session, and the time she spent with staff and Board Members. She visited a skateboard park booth in the Exhibition Hall, and the company will be sending her information.

Commissioner Kurgan suggested that, in the future, the Board have a meeting after the IAPD/IPRA Conference to serve as a debriefing of what everyone learned at the Conference.

Commissioner Klumpp thanked the District for allowing her to attend the IAPD/IPRA Conference and the State of the City and Village Address luncheon.

Commissioner Kolssak expressed his appreciation for allowing him to attend the IAPD/IPRA Conference, and said he agreed with Commissioner Kurgan about having a debriefing after the Conference.

Commissioner Lichtenberger said he enjoyed the IAPD/IPRA Conference. His favorite part was the artificial turf exhibit. He commented that at the State of the City and Village Address luncheon, President Abruscato made a point of thanking the Park District for its cooperation.

President Pecka thanked the District for allowing him to attend the IAPD/IPRA Conference. He advised that he would not be in attendance at the March 23 Board Meeting.

**EXECUTIVE SESSION**

At 7:48 p.m., Commissioner Kolssak 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); and discussion of the setting of a price for sale or lease of real property owned by the District per 5 ILCS 120/2(c)(6).

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

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

**NAY:** None

**ABSTAIN:** None

**ABSENT:** None

**Motion carried.**

The regular meeting reconvened at 9:17 p.m. with the following persons in attendance: C. Klumpp, J. Kolssak, B. Lichtenberger, K. Pecka, S. Stein, R. Rosen, J. Buchs, S. Adams, L. Raffel, and M. Jendreas.

**ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION**

Commissioner Lichtenberger moved, seconded by Commissioner Stein, to approve Ordinance 2010-B – Approving and Authorizing Execution of Intergovernmental Agreement for Acquisition, Design, Construction, Use, Operation and Maintenance of Stormwater and Recreational Improvements at Heritage Park.

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

**AYE:** J. Kolssak, B. Lichtenberger, S. Stein, R. Rosen, C. Klumpp, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** M. Kurgan

**Motion carried.**

Commissioner Kolssak moved, seconded by Commissioner Lichtenberger, to appoint Steve Adams of Tressler LLP to continue as the Wheeling Park District's attorney, effective as of February 15, 2010.

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

**AYE:** B. Lichtenberger, S. Stein, R. Rosen, C. Klumpp, J. Kolssak, K. Pecka

**NAY:** None

**ABSTAIN:** None

**ABSENT:** M. Kurgan

**Motion carried.**

President Pecka announced that the February 16 Regular Board Meeting was being cancelled due to the lack of agenda items; however, the Intergovernmental & Community Relations Committee would hold a Special Meeting on February 16, 2010, at 6:00 p.m.

**ADJOURNMENT**

There being no further business, Commissioner Klumpp moved, seconded by Commissioner Kolssak, to adjourn the meeting at 9:20 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

Jan Buchs  
Secretary

Approved this 2<sup>nd</sup> day of March 2010  
Board of Commissioners  
Wheeling Park District