

**WHEELING PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF REGULAR MEETING
AUGUST 14, 2018**

The Regular Meeting of the Board of Commissioners of the Wheeling Park District, Cook and Lake Counties, Illinois, was held in the Training Room of the Parks & Facility Services Building, 245 Egidi Drive, Wheeling, Illinois.

The meeting was called to order at 7:00 p.m. by President Stein, followed by the Pledge of Allegiance.

The following Commissioners were present when the roll was called: M. Burns, B. Lichtenberger, P. Zangara, J. Whittington, R. Rosen, and S. Stein.

Commissioner Klumpp was absent.

Staff members present were Jan Buchs, Executive Director; Matt Wehby, Deputy Director; Amy Rivas, Director of Administrative Services; Jim Turloukis, General Manager of Chevy Chase; Larry Raffel, Superintendent of Planning; Juan Acevedo, Marketing & Communications Manager; and Marcia Jendreas, Recording Secretary.

AGENDA ADDITIONS/DELETIONS/CORRECTIONS – None

CONSENT AGENDA

Commissioner Lichtenberger moved, seconded by Commissioner Burns, to approve the Consent Agenda as follows:

- A. Approval of Minutes of Regular Meeting of July 17, 2018

On the roll call, the vote was as follows:

AYE: M. Burns, B. Lichtenberger, P. Zangara, J. Whittington, R. Rosen, S. Stein

NAY: None

ABSTAIN: None

ABSENT: C. Klumpp

Motion carried.

UNFINISHED OR CONTINUING BUSINESS – None

NEW BUSINESS

Approval of Agreement with Tyler Technologies for Incode Software Upgrade

Deputy Director Wehby stated the Park District has used Incode 8 software provided by Tyler

Technologies for its financial systems since 2008, and it has now reached the end of its useful life. Tyler Technologies has released its Incode 10 software that has many new features, is browser based, and has the capability of supporting the District's future time and attendance systems.

Deputy Director Wehby advised the 2018 Budget has \$40,000 allocated for this project, and staff is seeking Board approval for the Incode 10 upgrade project. Because the nature of this purchase is technology, it is not subject to the competitive bidding process.

Commissioner Lichtenberger moved, seconded by Commissioner Whittington, to authorize the Executive Director, on behalf of the Park District, to spend an amount not to exceed \$40,000 with Tyler Technologies, for the Incode 10 financial systems software upgrade.

On the roll call, the vote was as follows:

AYE: B. Lichtenberger, P. Zangara, J. Whittington, R. Rosen, M. Burns, S. Stein

NAY: None

ABSTAIN: None

ABSENT: C. Klumpp

Motion carried.

Consent to Dual Representation

Executive Director Buchs explained that staff is beginning to work with NWSRA to develop a lease and intergovernmental agreement for NWSRA's use of space at the CRC beginning in 2019. Although both agencies are clients of Robbins Schwartz, each is represented by its own attorney. It is the attorneys' opinion that their representation of the Park District and NWSRA, in preparation of the agreement and subsequent legal services, would not adversely affect the interest of either party, and they believe dual representation to be permissible once approved by both Boards.

Commissioner Burns moved, seconded by Commissioner Rosen, to authorize the Executive Director, on behalf of the Wheeling Park District Board of Commissioners, to execute the Consent to Dual Representation form provided by Robbins Schwartz with regard to the development of a lease and intergovernmental agreement between Wheeling Park District and NWSRA.

On the roll call, the vote was as follows:

AYE: P. Zangara, J. Whittington, R. Rosen, M. Burns, B. Lichtenberger, S. Stein

NAY: None

ABSTAIN: None

ABSENT: C. Klumpp

Motion carried.

Resolution 2019-02 – NWSRA Assessment for 2019

Executive Director Buchs provided Commissioners with a copy of a table comparing NWSRA

assessments from 2014 through 2019. The 2019 assessment has been calculated using the 2017 Equalized Assessed Valuation (EAV) for each member district. In 2018, Wheeling Park District's assessment was \$225,495.42; whereas in 2019, the amount is \$228,196.14 – an increase of \$2,700.71 (1%).

Commissioner Lichtenberger moved, seconded by Commissioner Zangara, to approve Resolution 2018-02 – NWSRA Assessment for 2019, in the amount of \$228,196.14.

On the roll call, the vote was as follows:

AYE: J. Whittington, R. Rosen, M. Burns, B. Lichtenberger, P. Zangara, S. Stein

NAY: None

ABSTAIN: None

ABSENT: C. Klumpp

Motion carried.

FINANCE

Voucher List

Commissioner Burns moved, seconded by Commissioner Zangara, to approve the Voucher List dated August 14, 2018, in the amount of \$889,667.69.

On the roll call, the vote was as follows:

AYE: R. Rosen, M. Burns, B. Lichtenberger, P. Zangara, J. Whittington, S. Stein

NAY: None

ABSTAIN: None

ABSENT: C. Klumpp

Motion carried.

WRITTEN COMMUNICATIONS

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

VERBAL COMMUNICATIONS

Staff: Manager Acevedo reminded everyone about the upcoming International Festival that is taking place on August 18.

Board: Commissioners expressed positive remarks regarding the recent Friday night concert, and the phenomenal job done by staff on all summer events.

President Stein reported that she attended the recent District 21 School Board Meeting and said there will be a \$69 million referendum on the ballot for the next election.

Citizens: None

EXECUTIVE SESSION

At 7:21 p.m., Commissioner Burns moved, seconded by Commissioner Zangara, 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 meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the District of the minutes or semi-annual review of the minutes as mandated by Section 2.06 per 5 ILCS 120/2(c)(21).

On the roll call, the vote was as follows:

AYE: M. Burns, B. Lichtenberger, P. Zangara, J. Whittington, R. Rosen, S. Stein

NAY: None

ABSTAIN: None

ABSENT: C. Klumpp

Motion carried.

The regular meeting reconvened at 7:40 p.m. with the following persons present: M. Burns, S. Stein, B. Lichtenberger, P. Zangara, J. Whittington, R. Rosen, J. Buchs, and M. Jendreas.

ACTION, IF ANY, ON MATTERS DISCUSSED IN EXECUTIVE SESSION

President Stein stated that after meeting in closed session for a semi-annual review of minutes lawfully closed under the Open Meetings Act, the Board finds there is a continued need to preserve the confidentiality of the records, with the exception of Executive Session minutes of December 19, 2017, and March 20, 2018, and a portion of the minutes of December 5, 2017.

Commissioner Burns moved, seconded by Commissioner Lichtenberger, to release the Executive Session minutes of December 19, 2017, and March 20, 2018, and a portion of the minutes of December 5, 2017.

On the roll call, the vote was as follows:

AYE: M. Burns, B. Lichtenberger, P. Zangara, J. Whittington, S. Stein

NAY: R. Rosen

ABSTAIN: None

ABSENT: C. Klumpp

Motion carried.

President Stein asked for a motion to dispose of the audio recordings of closed sessions dated June 21, 2016, through December 20, 2016.

Commissioner Burns moved, seconded by Commissioner Lichtenberger, to approve the destruction of verbatim records dated June 21, 2016, through December 20, 2016, per 5 ILCS 120/2.06(c)(1).

On the roll call, the vote was as follows:

AYE: M. Burns, B. Lichtenberger, P. Zangara, J. Whittington, S. Stein

NAY: R. Rosen

ABSTAIN: None

ABSENT: C. Klumpp

Motion carried.

ADJOURNMENT

There being no further business, Commissioner Zangara moved, seconded by Commissioner Whittington, to adjourn the meeting at 7:42 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

Jan Buchs, Secretary

Approved this 28th day of August 2018
Board of Commissioners
Wheeling Park District