

**WHEELING PARK DISTRICT  
BOARD OF COMMISSIONERS  
MINUTES OF REGULAR MEETING  
OCTOBER 16, 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 7:08 p.m. by President Stein, followed by the Pledge of Allegiance.

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

Commissioner Whittington 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**

President Stein moved item D. *Presentation of 2019-2023 Capital Replacement and Improvement Plan* to item A, and adjusted the other items accordingly.

**CONSENT AGENDA**

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

- A. Approval of Minutes of Regular Meeting of October 2, 2018
- B. Approval of Ordinance 2018-1 – Declaration of Surplus Personal Property

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

**AYE:** C. Klumpp, M. Burns, B. Lichtenberger, P. Zangara, R. Rosen, S. Stein

**NAY:** None

**ABSTAIN:** None

**ABSENT:** J. Whittington

**Motion carried.**

**UNFINISHED OR CONTINUING BUSINESS** – None

**NEW BUSINESS**

**Presentation of 2019-2023 Capital Replacement and Improvement Plan**

Deputy Director Wehby advised that since the Board's approval of the 2018-2022 CRIP, staff has reviewed the plan and updated it to reflect the five-year projected capital replacement and improvement needs of the District. He distributed copies of the proposed plan.

Deputy Director Wehby highlighted guidelines of the Plan, and reviewed funding. He addressed questions and concerns of Commissioners, and said the goal is to have the Plan on the Consent Agenda for Board approval during the November 6 meeting.

On an unrelated topic, Deputy Director Wehby advised the Board the annual Thanksgiving Community Feast has been scheduled for November 18 from 1 to 3 p.m. at Chevy Chase. He asked for Board consensus to continue with the plans. All Commissioners present were in agreement.

Deputy Director Wehby exited the meeting at 7:28 p.m.

**Bid Summary/Recommendation for Chamber Park Parking Lot Reconstruction**

Superintendent Raffel advised that four submittals were received for the rebid of the Chamber Park parking lot reconstruction project, with the low bidder being Abbey Paving in the amount of \$169,820. All of the company's references were favorable when checked by staff.

The amount budgeted for this project is \$80,000; however, approximately \$61,000 in reimbursement can be expected from the MWRD green infrastructure grant. The remaining \$28,820 contract balance will be paid with money that is available in the Capital Projects Fund due to cost savings from other projects.

Staff recommends allocating an additional 5% construction contingency (\$8,491) to deal with unanticipated conditions that may be encountered during excavation of the existing parking lot. Once approved, the project will be completed no later than November 28.

Commissioner Klumpp moved, seconded by Commissioner Lichtenberger, to accept the bid from Abbey Paving and Sealcoating Company, Inc., and authorize the Executive Director, on behalf of the Park District, to enter into an agreement for an amount not to exceed \$178,311.00 for reconstruction of the Chamber Park parking lot and green infrastructure, as specified in the Project Manual dated September 6, 2018.

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

**AYE:** M. Burns, B. Lichtenberger, P. Zangara, R. Rosen, C. Klumpp, S. Stein

**NAY:** None

**ABSTAIN:** None

**ABSENT:** J. Whittington

**Motion carried.**

**West Shore Pipe Line Company Easement Request Discussion**

Superintendent Raffel presented an overview of the easement requested by West Shore Pipe Line Company. The purpose of the easement is to install electrical conduit and wiring from a Com Ed splice box to a transformer box to provide for automated operation of the block valve. He said this Easement Agreement would be between the Wheeling Park District and West Shore Pipe Line Company. All expenses, including restoration of the area, will be the responsibility of the West Shore Pipe Line Company.

After further discussion, all Commissioners were in favor of the concept of the easement agreement.

**Health Insurance Discussion**

Director Rivas advised that the PDRMA Health Program cost will increase 1.5% for the PPO plan, and 6.7% for the HMO plan. In keeping with the Park District's past practice, these increases in the employee contribution rate will go into effect January 1, 2019, and be reflected in the bi-weekly payroll deduction for participating staff.

**FINANCE**

**Treasurer's Report – September 2018**

Executive Director Buchs said that year to date, overall, the District is ahead of budget.

**Voucher List**

Commissioner Burns moved, seconded by Commissioner Zangara, to approve the Voucher List dated October 16, 2018, in the amount of \$1,394,856.26.

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

**AYE:** B. Lichtenberger, P. Zangara, R. Rosen, C. Klumpp, M. Burns, S. Stein

**NAY:** None

**ABSTAIN:** None

**ABSENT:** J. Whittington

**Motion carried.**

**WRITTEN COMMUNICATIONS**

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

**VERBAL COMMUNICATIONS**

**Staff:** Executive Director Buchs commented that she appreciated the Board's willingness to go on a tour of the construction site.

**Board:** Commissioners expressed positive remarks regarding the IAPD's *Best of the Best* Gala event, and the construction tour.

**Citizens:** None.

**ADJOURNMENT**

There being no further business, Commissioner Klumpp moved, seconded by Commissioner Burns, to adjourn the meeting at 8:02 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

Jan Buchs, Secretary

Approved this 6<sup>th</sup> day of November 2018  
Board of Commissioners  
Wheeling Park District