

**WHEELING PARK DISTRICT
BOARD OF COMMISSIONERS
MINUTES OF REGULAR MEETING
NOVEMBER 6, 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 6:08 p.m. by President Stein, followed by the Pledge of Allegiance.

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

Commissioner Rosen 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; Jill Nobbe, Superintendent of Finance; Jennifer Sweeney, Superintendent of Recreation Programs & Facilities; Jim Waterson, Superintendent of Parks & Facility Maintenance; Juan Acevedo, Marketing & Communications Manager; Haley O'Brien, Corporate & Community Relations Manager; Joe Bidro, Golf Operations Manager; Nick Battisti, Food & Beverage Manager; Katie Klemke, Athletic Program & Facilities Manager; Beth Harrington, Wellness Manager; John Hansen, Aquatics Manager; and Marcia Jendreas, Recording Secretary.

AGENDA ADDITIONS/DELETIONS/CORRECTIONS – None

CONSENT AGENDA

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

- A. Approval of Minutes of Board Workshop of October 16, 2018
- B. Approval of Minutes of Regular Meeting of October 16, 2018
- C. Approval of Credentials Certificate for IAPD 2019 Annual Meeting
- D. Approval of 2019-2023 Capital Replacement and Improvement Plan

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: R. Rosen

Motion carried.

UNFINISHED OR CONTINUING BUSINESS – None

NEW BUSINESS

2019 Budget Discussion

Executive Director Buchs presented the order of discussion for the budget as follows: Introduction; 2018 Budget Accomplishments; 2019 Budget Considerations & Goals; Economic Outlook; Capital; Major Funds; Small Funds; and Budget Summary. She explained there is a \$3.5 million planned deficit because of the Community Recreation Center project.

Executive Director Buchs then reviewed the Strategic Key Initiatives and the expected results. She discussed long-term financial strategies and listed expected surpluses and transfers.

Deputy Director Wehby explained how the budget process works, noting that it engages the entire Agency. Beginning in August, each department started developing its budget. Parameters were established, training was conducted, and budget considerations were looked at from economic conditions, to year-end transfers to the Capital Projects Fund. He said unless the Board has already talked about it in the past, no major new initiatives have been included in this budget.

He reviewed the 2019 budget considerations and goals, economic outlook, tax levy and tax caps, and long-range priorities.

Deputy Director Wehby reviewed the 2018 projected fund balances and the 2019 proposed budget figures. He said funds are meeting the balance target percentage. He explained that while the District recently took over recreation programming for Senior Services, most of the adult programs are considered to be a service rather than revenue generating. There will be a deficit because of the staffing necessary to operate these programs.

In closing, Executive Director Buchs said there is optimism for growth, renewal, and continuation of transfers to the Capital Projects Fund. She said consensus of the Board is needed in order to post the budget, which will start the required period for public review.

President Stein asked if there was Board consensus. Commissioners Klumpp, Burns, Lichtenberger, Zangara, Whittington, and President Stein were in favor of the 2019 Proposed Budget.

Approval of Resolution 2018-04 – Truth in Taxation Law Resolution

Deputy Director Wehby advised that because the tax levy for 2018 is estimated to be less than 5% more than the prior year's amount, it will not be necessary to conduct a public hearing prior to passing the tax levy ordinance. He said the levy must be filed with Lake and Cook Counties on or before December 26.

Commissioner Whittington moved, seconded by Commissioner Lichtenberger, to adopt Resolution 2018-04 – Truth in Taxation Law Resolution for the 2018 tax levy (2019 tax bill).

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: R. Rosen

Motion carried.

FINANCE

Voucher List

Commissioner Burns moved, seconded by Commissioner Zangara, to approve the Voucher List dated November 6, 2018, in the amount of \$604,367.55.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: R. Rosen

Motion carried.

WRITTEN COMMUNICATIONS

President Stein listed the written communications and asked that they be placed on file. She asked Commissioners to review the tentative schedule of 2019 Board Meetings and to notify her or Executive Director Buchs if there was a concern with any of the dates.

VERBAL COMMUNICATIONS

Staff: General Manager Tourloukis advised that 230 people attended the Murder Mystery Dinner event, and the feedback was great.

Director Rivas said the Employee Benefits Fair for eligible staff members was held earlier today and kicked off the open-enrollment period.

Deputy Director Wehby stated that event #8 in the Chicago Cyclocross Cup series will take place on November 11 at Heritage Park. He also noted aquatics staff received great marks from Ellis & Associates during the November 5 unannounced audit of the District's indoor pool.

Board: Commissioners made positive remarks about the Celebrate Ability Gala that was hosted by SLSF at Chevy Chase, and thanked staff for their hard work on the 2019 Budget.

President Stein announced that Mt. Prospect Park District will hold an open house for the NWSRA Pursuit Program on November 29 at 5 p.m., and Lollipop Lane will open December 1.

ADJOURNMENT

There being no further business, Commissioner Klumpp moved, seconded by Commissioner Lichtenberger, to adjourn the meeting at 8:03 p.m. The motion carried by unanimous voice vote.

Respectfully submitted,

Jan Buchs, Secretary

Approved this 4th day of December 2018
Board of Commissioners
Wheeling Park District