

**APPROVED**

**SPECIAL BOARD MEETING**

A Special Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, October 8th, 2014 at Central Community Center Facility of said Park District. President Kurka called the meeting to order at 6:02 p.m. On roll call, the following officers and commissioners were present:

Steve Kurka  
Tim Doherty  
Bill Starr  
Ray Massie  
Lisa Tenuta  
Sue Walsh

**Administrative Staff:**

Greg Kuhs, Executive Director  
Brett Barcel, Director of Golf Operations  
Jim Jarog, Director of Parks & Planning  
Brian Taylor, Director of Recreation  
Teri Wirkus, Executive Professional Compliance Manager

**Professionals:**

Thomas Hoffman, Attorney

Visitors: None

**CHANGES OR ADDITIONS TO AGENDA**

President Kurka:

- Requested amending the agenda placing the approval items and adoption item right after public comment.

**APPROVAL OF AGENDA**

Commissioner Doherty motioned to approve the amended agenda; seconded by Commissioner Tenuta and carried by unanimous voice approval.

Discussion: None

**PUBLIC COMMENT**

None

**APPROVAL ITEMS**

- A. Approval of Purchase-Truck Replacement-Ford F-250 & Ford F-350 Trucks-Illinois Department of Central Management Services-Joint Purchasing Program  
Executive Director Kuhs explained the Capital Projects/Improvements for FY 2014, funds were approved for the replacement of two trucks; and discussed further staff proposes trading in two existing trucks towards the purchase of two new trucks.

Discussion:

Commissioner Walsh:

- Asked what the District has done when trading in trucks for replacement of new trucks.  
Jim Jarog, Director of Parks & Planning explained the previous procedure, what & where the trucks would be used.

**MOTION**

Commissioner Doherty motioned to adopt Ordinance No. 700, being an Ordinance Authorizing and directing the sale of Certain Used Property; seconded by Commissioner Tenuta.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Commissioner Doherty	X		
Commissioner Klicka			X
Commissioner Kurka	X		
Commissioner Massie	X		
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Walsh	X		

Motion carried.

Commissioner Doherty stated the Motion for Ordinance #700 approving both trucks with Commissioner Massie seconded.

**MOTION**

Commissioner Walsh asked to amend the motion to include certain language, a substitute motion (a) the trade-in of the park District's 1995 Chevrolet C3500 dump truck toward the purchase of a Ford F-350 4X4 dump truck from Bob Riddings, Inc. at a cost of \$36,520; and (b) the trade-in of the park district's 1996 Chevrolet C1500 pickup toward the purchase of a Ford F-250 4X4 pickup truck from Bob Riddings, Inc. at a cost of \$27,000; seconded by Commissioner Massie.

Commissioner Doherty withdrew the preceding motion because Commissioner Walsh stated a substitute Motion for each truck.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
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Commissioner Doherty	X	
Commissioner Klicka		X
Commissioner Kurka	X	
Commissioner Massie	X	
Commissioner Starr	X	
Commissioner Tenuta	X	
Commissioner Walsh	X	

Motion carried.

**ADOPTION ITEMS**

- A. Consent by Mt. Prospect Park District to the issuance of Permit Agreement between the Metropolitan Water Reclamation District of Greater Chicago and Equilon Enterprises, LLC d/b/a Shell Oil Products U.S. –Gloria Alitto Majewski Reservoir Site

Executive Kuhs explained: MWRD is requiring MPPD to consent the MWRD’s issuance of a permit to Shell Oil for the purpose of relocating/installing a jet fuel pipeline on MWRD property.

Discussion:

Concerning the location where Shell Oil would be relocating/installing pipeline on MWRD property.

**MOTION**

Commissioner Starr motioned the Board approve this consent for the issuance of a permit by Metropolitan Water Reclamation District of Greater Chicago and Equilon Enterprises, LLC d/b/a Shell Oil Products U.S., and authorize the Executive Director to sign the requested Consent Form; seconded by Commissioner Tenuta.

<b><u>Roll Call Vote</u></b>	<b><u>Ayes</u></b>	<b><u>Nays</u></b>	<b><u>Absent</u></b>
Commissioner Doherty	X		
Commissioner Klicka			X
Commissioner Kurka	X		
Commissioner Massie	X		
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Walsh	X		

Motion carried.

- B. Consent by Mt. Prospect Park District to the granting of an Easement Agreement between the Metropolitan Water Reclamation District of Greater Chicago and Equilon Enterprises, LLC d/b/a Shell Oil Products U.S.-Gloria Alitto Majewski Reservoir Site

Executive Director Kuhs explained: MWRD is requiring MPPD to consent the MWRD’s granting of a non-exclusive easement to Shell Oil for the purposes of relocating/installing/servicing a jet fuel pipeline on MWRD property.

**MOTION**

Commissioner Starr motioned the Board approve this consent to the granting of an Easement Agreement between the Metropolitan Water Reclamation District of Greater Chicago and Equilon Enterprises, LLC d/b/a Shell Oil Products U.S. and authorize the Executive Director to sign the requested Consent Form; seconded by Commission Massie.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Commissioner Doherty	X		
Commissioner Klicka			X
Commissioner Kurka	X		
Commissioner Massie	X		
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Walsh	X		

Motion carried.

- C. ADOPTION OF ORDINANCE NO. 701: AN ORDINANCE AUTHORIZING AND DIRECTING THE DESTRUCTION OF VERBATIM AUDIO RECORDINGS OF CERTAIN CLOSED SESSION MEETINGS OF THE BOARD OF PARK COMMISSIONERS OF THE MT. PROSPECT PARK DISTRICT.

Discussion: to include the dates of the recordings that will be destroyed.

**MOTION**

Commissioner Doherty motioned to adopt Ordinance 701 authorizing and directing the destruction of verbatim audio recordings of 1/16/13; 1/29/13; 2/12/13; 2/13/13 and 3/20/13 of the closed session listed have been approved by the Board of the Mt. Prospect Park District; seconded by Commissioner Massie.

Discussion: Commissioner Walsh wanted to review & listen to the closed minutes; would like to see the minutes; Executive Director Kuhs explained the closed minutes have already been approved, the destruction of the audio recordings doesn’t have any bearing on the approved closed minutes.

There was an agreement among the Board to add a closed session to the next regular meeting so the Board could review the closed session minutes which have not been approved for release to the public.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Commissioner Doherty	X		
Commissioner Klicka			X
Commissioner Kurka	X		
Commissioner Massie	X		
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Walsh		X	

Motion carried.

**NEW BUSINESS**

**A. Capital Projects/Improvements-FY 2015 (Review & Discussion)**

Executive Director Kuhs discussed process used to develop a list of capital projects & improvements submitted from staff that would be necessary to help maintain the parks, facilities, equipment and services provided by MPPD. Directors are asked to prioritize their department lists and submit for review with the Executive Director, adjustments are made taking into consideration the estimated available funds for capital projects and improvements. The list presented is a draft and we plan to present a final list for approval at the November 12<sup>th</sup> meeting.

Discussion: The list presented isn't in any order of preference and the highlighted items were noted in the Capital Assessment Report prepared by ACG earlier this year; also reviewed the budget amounts and funding sources (Handicapped Rec., Paving & Lighting and roll-over bond funds. Discussed the pending assessment of Big Surf Pool. Reviewed the removal, replacement of trees and budget amount; talked about going out to bid for the tree removal/replacement each year (currently using Nels Johnson Tree Service). Explanation for the use of the ice machine at Cook Maintenance Facility; discussed replacement block at Meadows Pool due to water infiltration (warranty on work has expired); explained the need for a rough coating on the maintenance floor; kuddos to the Friendship improvements and how it should improve rental revenue (foundation has worked very hard with the lighting upgrades and designers); discussed the Cintegrity agreement; the registration system; why the district went with RegSys. (customized system); discussion on the previous idea of selling the system to other park districts; possibility to buy a system to connect the entire District's system; discussed why the district doesn't own the RegSys system; explained some of differences between an employee and a separate corporation; talked about account numbers when they are assigned. Discussed the process for purchasing computers & related equipment; reviewed that capital

items for the golf course should be able to be covered with funds from the bond & debt certificate issues from May 2014. Discussed Redwood Park (within leased property from ComEd) and what would be involved; reviewed the approval processes of contracts, leases, etc.

**B. Future Major Capital Projects**

Executive Director Kuhs reviewed the list of future major projects which was based on staff input and discussions which occurred at previous meetings; funding for these projects would most likely need to come from a source other than the annual rollover bonds; reviewed each item on the list and when the projects might take place.

Discussion: talked about the funds and other partners in the Meadows to Melas Pedestrian Bridge potential project; discussed how expensive the future projects could cost; always a possibility to go to referendum in the future; review information of the ACG report; Central Roof has a longer life expediency than originally thought; talked about a ten year plan; ACG report is a working document to help guide the staff; talked about having a detailed 3-5 year list for major capital projects (wish list) that could change at any time; suggested having a resident survey for major capital projects; estimated timing of the Big Surf renovation; should have a better understanding after receiving information from the pool audit.

**C. Personnel Policy Manual Updates & Revisions**

Executive Director Kuhs suggested the Board review the updates & revisions of the park district's personnel policy manual; to be included on the Agenda-(discussion & review) for the tentatively scheduled Special Meeting on November 5<sup>th</sup>.

Discussion: asked to review the previous board decision on new hires (after January 1, 2012) employees' sick time benefits; suggested adding in the manual part-time employees associated with an agreement with a separate company only be allowed with the Executive Director approval, along with the board approval; also discussed contractual criminal background checks for contractual companies providing programs.

**ADJOURNMENT**

There being no further business to discuss Commissioner Doherty moved to adjourn to the Special Board Meeting at 7:35 p.m.; seconded by Commissioner Tenuta and carried by unanimous voice approval.

Respectfully submitted

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William J. Starr, Secretary