

APPROVED

REGULAR BOARD MEETING

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, July 24, 2013 at Central Community Center Facility of said Park District. President Doherty called the meeting to order at 7:00 p.m. On roll call, the following officers and commissioner were present:

Tim Doherty
Steve Kurka
Bill Klicka
Ray Massie
Bill Starr
Lisa Tenuta
Susan Walsh

Administrative Staff:

Greg Kuhs, Executive Director
Cathy Miller, Director of External Affairs
Brett Barcel, Director of Golf Operations
Jim Jarog, Director of Parks & Planning
Brian Taylor, Director of Recreation
Barry Kurcz, Directory of Business Services and Human Resources
Teri Wirkus, Exec./ Prof. Compliance Manager

Visitors:

Dutch DeGroot
Ernie Lassie
Pete Jilbert
Joe Maslanka
Robert Kawalek
Chas. Westierling

Mike Carseill

Robert Sabaj

Jon & Marion Collins

Phyllis & Wayn White

Joyce Corkill

APPROVAL OF AGENDA

Commissioner Kurka motioned to approve the agenda; seconded by Commissioner Klicka and carried by unanimous voice approval.

APPROVAL OF MINUTES

Commissioner Massie motioned to accept the minutes of the Regular Board Meeting of June 26 2013; seconded by Commissioner Starr and carried by unanimous voice vote.

Commissioner Starr motioned to accept the minutes of the Special Board Meeting of July 8, 2013; seconded by Commissioner Klicka and carried by unanimous voice vote.

PUBLIC COMMENT

Joe Maslanka, attended the last board meeting and stated he liked when Commissioner Starr commented he represented the public's interest and money. Joe thanked Commissioner Starr for being on the board and looking out for the public's funds.

Bob Kawalek expressed his displeasure the golf course was closed for the third time to the public for fundraising functions. He feels that the residents should be granted playing privileges on the weekend for no additional cost, or discontinue the constant fundraising functions which close the course for outside play.

Paula Flowers asked if there was a policy for Big Surf Pool on the occupancy limits for schools, camps that are allowed to attend at one time. Paula stated with the rafts, different age groups and camps, it seems out of control between the hours of 11am-12noon. Commissioner Tenuta asked if this was during camp hours and Paula answered yes.

PARKS FOUNDATION

Executive Director of the Foundation and Director of External Affairs, Cathy Miller stated the Foundation's Annual Golf Classic with District 214 Community Education was a huge success and still waiting for the numbers from District 214. The next foundation meeting will be the first Wednesday in September.

FINANCIAL ADVISOR'S REPORT

Greg Kuhs, Executive Director (in the absences of Lee Howard) reviewed the year to date departmental expenditures analysis, revenue trends and profitability of the District's key revenue facilities. Commissioner Walsh asked when the budget talks for 2014 will start and Greg Kuhs stated the budget process starts in September and a budget time line will be provided to the Board at the August meeting.

RATIFICATION OF ACCOUNTS PAYABLE

Commissioner Klicka moved to ratify the payment of the accounts payable for the month of June 2013 for check numbers 165790 through 166148 in the amount of \$669,560.75; seconded by Commissioner Kurka.

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

Motion carried.

RATIFICATION OF PAYROLL

Commissioner Klicka moved to ratify the payment of the salaries and wages for 06/05/13 & 06/19/13; check numbers 199647 through 200662 in the amount of \$335,184.92; seconded by Commissioner Starr.

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

Motion carried.

EXECUTIVE REPORT

Executive Director Greg Kuhs introduced Barry Kurcz as the new Director of Business and Human Resources. Barry is getting acclimated to the district. The district was represented in the Villages 4th of July parade with a great float, dance troupes, and staff. Golf championships will take place Aug 3-11. The District is moving forward on discussions with Arlington Heights Park District and Village of Mt. Prospect concerning details of the dog park. Commissioner Walsh wanted to know if the Dog Park will be on the Agenda in August and in the budget. Executive Director, Greg Kuhs stated when we have sufficient information then the Dog Park will be on the Agenda and discussed for the 2014 budget. Commissioner Walsh would like plans to be put on the park district website. Greg Kuhs stated when the district has more specifics we will place them on the website and post information on Facebook.

Staff is still pursuing details and zoning information of the possible annexation of the Cook Maintenance Facility into the Village of Mt. Prospect. The District is now offering a free walking area at Central Community Center in the hockey rink. The availability of the hockey rink for walking will vary by season. Commissioner Kurka asked when the O'hare Cup site soil results will be coming in and Jim Jarog stated we are still waiting for the consultants to finish analyzing the samples.

UNFINISHED BUSINESS

The Fountain at Veteran's Memorial: Two options discussed for the plaque were either a color version with only a 10 year guarantee or a bronze version with a life time guarantee. The cost estimates and options were discussed. Commissioner Starr read what the plaque will say: "This fountain honors Mount Prospect resident Colonel Robert L. McKillop, USAF, Retired, in recognition of his patriotism, distinguished military career, community service and enduring commitment to the building of the Mount Prospect Veterans' Memorial. Colonel McKillop is a Command Pilot who served during the Korean and Vietnam Wars. His decorations, shown above from left, including the Silver Star, Legion of Merit, Distinguished Flying Cross, Bronze Star, Purple Heart, Meritorious Service Medal, Air Medal and Air Force Commendation medals. His lifetime of service always reflected his credo "A love of God, Family, Country and Community". Commissioner Doherty thanked Mr. DeGroot for taking the time to help create this plaque. Commissioner Tenuta asked if during Memorial Day and Veteran's Day we produce an educational pamphlet explaining the medals. Mr. DeGroot stated he will design an educational pamphlet to hand out.

Commissioner Walsh made the motion to spend \$1,694.00 to create the plaque honoring Colonel McKillop; seconded by Commissioner Starr.

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

Motion carried.

Golf Course Renovation Project: Executive Director Kuhs summarized the discussion presented by John Green and Dave Esler at the Special Meeting that was held on July 8, 2013. A memo from the golf course staff (7/19/13) included in the board book offered suggestions on what staff believed made sense to pursue with a renovation while being fiscally responsible. Staff indicated they are looking for approval to keep moving forward with construction drawings, permits and get more accurate cost estimates for the project with the goal of starting the work in June or July 2014. Greg Kuhs also suggested the district should bring an independent consultant on board to review the entire project and suggest cost savings measures that could be considered incorporating into the plans before going out to bid. Commissioner Massie thanked Brett Barcel for taking the time to give him a tour and explanation on staff's recommendations for the golf course. Commissioner Walsh agrees with having an independent consultant review the project plans and asked if we could post the staff memo and the most current plans on the website. Brett Barcel agreed that the information should be on the website. Commissioner Massie asked to review the contract for Esler Golf Design and Executive Director, Greg Kuhs stated he will make copies for the Board. Commissioner Klicka would like a starting budget figure and work from there for the golf course renovation. Commissioner Kurka explained Esler Design and Groundworks stated at the last meeting there may have been some overlapping costs in certain areas and they are working on making sure costs were not being duplicated. Commissioner Doherty commented that staff is looking for a consensus by the Board to set a preliminary budget limit. He would prefer to

receive the both architect's figures first (incorporating staff recommendations) and determine a budget figure the Board is comfortable with. Commissioner Walsh asked about the possible continuous cart path, what an estimated cost of construction would be, cost for maintenance, and how much blacktop (square footage) would be on the course. She noted that people have stated their concerns on having a continuous cart path and the possible impact a cart path could have on flooding. Commissioner Tenuta stated if the cart-path is a desired part of the plan, we should review and pair back if need be. She felt we need to know the cost first to make a good decision. John Green, Groundwork, Inc stated it is better to plan for the cart paths location now and leave them out than it is to try to add the cart path later on. There was a discussion between Commissioner Walsh and Director of Golf Operations, Brett Barcel concerning the pros and cons about the cart paths and procedures with managing carts on paths after a heavy rain. Brett explained how and why other park district golf courses use golf carts and the majority of golfers prefer to use carts. Resident Jim Collins stated his concern about the cart path because he lives on the golf course and does not want people driving onto his property. Commissioner Tenuta stated the point of this discussion is to make a decision to move forward to start with the plans and get actual cost estimates. Commissioner Kurka said the cart paths issue has been duly noted and we need to move on. Commissioner Walsh would like to know how much the cart paths will cost and feels that the cart paths would be hard to maintain. Sue stated if 65% of the golfers are non-residents and most of the revenue comes from them, she would like to see a breakdown of those figures. Brett Barcel stated he had provided a breakdown of numbers in his report during his presentation at yesterday's Special Board Orientation Meeting. President Doherty brought the discussion back to golf master plan topic and noted that cart paths will be discussed in the future. Tonight the staff is asking for a consensus to take the suggestions from the staff and continue to work with the architects on more detailed plans and cost estimates.

Commissioner Kurka made a motion to allow staff and the architects to move forward with the construction documents and project details with the inclusion of the staff memo from July 19, seconded by Commissioner Starr; there was a voice vote: Six Commissioners voted aye. One Commissioner (Walsh) voted nay. Motion carried.

Commissioner Starr then reviewed the staff's recommendation memo and his tour hole by hole with Brett Barcell. He recommended putting the memo onto the website so the residents could read the recommendations. He also agrees with the recommendation of Greg Kuhs to have an independent consultant review the Golf

Course project. Additional discussions continued about cart paths, golf emails, and the irrigation system.

NEW BUSINESS

Executive Director, Greg Kuhs, noted there is a proposed Letter of Agreement from Groundwork, LTD which outlines the general services to be provided and associated fees for this firm to continue development plans for a new Golf Course Maintenance Building and yard area. This Letter of Agreement would cover the portion of the project from this point forward through project completion.

Commissioner Kurka asked if the fees for the sub-contractors are included and John Green explained that it was.

Commissioner Kurka moved to approve this Letter of Agreement which outlines the general services to be provided and fees to be charged by Groundwork, Architects/Planners/Engineers (Groundwork) for the preparation of phase design services including: Basic Scope Architectural Contract Documents; Basic Scope Civil Engineering for the proposed new golf course maintenance building and yard area as well as limited miscellaneous professional consulting/assistance services as outlined herein. These services are intended to be continuation of services as outlined in the existing project Agreement dated 3/25/13 for Preliminary Phases and Public Review Processing services. Groundwork, Ltd. will prepare the Basic Scope Contract Documents for the maintenance building/yard area/storage shelter based upon the accepted Design Development Plans. Contract Documents shall also be developed for miscellaneous structures for remote washrooms and a teaching shelter. Assistance will also be provided for the project's accompanying bidding/payout/observation needs. Total costs at approximately \$95,000.00 and room for additional costs if additional costs are needed at an hourly cost; seconded by Commissioner Massie.

Roll Call Vote

Ayes

Nays

Commissioner Doherty

X

Commissioner Klicka

X

Commissioner Kurka

X

Commissioner Massie

X

Commissioner Starr

X

Commissioner Tenuta

X

Commissioner Walsh

X

Motion carried.

Ernie Lassie, asked if golf carts had to be used in good weather and the answer was no. Mr. Lassie also wanted to know if the Board has signed contracts with the Golf Designers. President Doherty explained that we do have signed contracts with the Architects and the reason being is to get costs and designs for what needs to be done. Brett Barcel explained we need underground work, such as irrigation and drainage and we have to have Architects to give us options, plans and costs.

APPROVAL OF BIDS

Jim Jarog, Director of Parks and Planning explained this project (Meadows Aquatic Center Stair Towers Repair-2013) includes the selective demolition and repairs to concrete surfaces, modification to existing handrail components, and miscellaneous improvements to the existing concrete structure. These repairs are necessary to eliminate the need for annual remedial repairs to the structure.

Commissioner Kurka asked how old the Meadows Pool was and Jim stated 2002 but there was a design flaw at that time and the stair tower concrete was not reinforced properly. We have no recourse from the original contractor and we do not use them.

Commissioner Starr move to accept the staff's recommendation of the bid from JLJ Contracting in the amount of \$24,765. JLJ Contracting was identified as the lowest responsible bidder for the Meadows Aquatic Center Stair Tower Repairs. Do to the nature of this project staff also recommends the board approve a contingency budget of \$3,085. Therefore staff is seeking board approval for the total amount of \$27,850.00; seconded by Commissioner Massie.

Roll Call Vote

Ayes

Nays

Commissioner Doherty	X	
Commissioner Klicka	X	
Commissioner Kurka	X	
Commissioner Massie	X	
Commissioner Starr	X	
Commissioner Tenuta	X	
Commissioner Walsh	X	
Motion carried.		

Executive Director, Greg Kuhs asked the Board for clarification on the posting on the website and would the board like to have unapproved minutes posted. Commissioner Klicka would like a disclaimer on the unapproved minutes. The Board agreed to post.

ADOPTION

Commissioner Tenuta moved RESOLUTION NO. 683: A RESOLUTION APPOINTING AN AUTHORIZED AGENT OF MT. PROSPECT PARK DISTRICT TO THE ILLINOIS MUNICIPAL RETIREMENT FUND; Seconded by Commissioner Klicka; and carried by unanimous voice approval.

Therefore Barry Kurcz is hereby appointed, until further action of the Board inconsistent herewith, as the Authorized Agent of the Park District to the Illinois Municipal Retirement Fund.

ADJOURNMENT TO CLOSED SESSION

Commissioner Kurka made the motion to adjourn to closed session for Section 2(c)(21): Discussion OF MINUTES OF MEETINGS LAWFULLY CLOSED UNDER THIS ACT, WHETHER FOR PURPOSES OF APPROVAL BY THE BODY OF MINUTES OR SEMI-ANNUAL REVIEW OF THE MINUTES AS MANDATED BY SECTION 2.06; seconded by Commissioner Tenuta.

Roll Call Vote

Ayes

Nays

Commissioner Doherty	X	
Commissioner Klicka	X	
Commissioner Kurka	X	
Commissioner Massie	X	
Commissioner Starr	X	
Commissioner Tenuta	X	
Commissioner Walsh	X	
Motion carried.		

RECONVENE TO OPEN SESSION

ACTION, IF ANY, ON MATTERS DISCUSSED IN CLOSED SESSION

APPROVAL OF INUTES, REVIEWED IN CLOSED SESSION

APPROVAL OF RELEASE OF CLOSED SESSION MINUTES, IF ANY

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</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 Tenuta recommends approving the following closed session minutes: 1/16/13; 1/29/13; 2/12/13; 2/13/13; 3/20/13; 4/24/13 all under Section 2c(1) Personnel. Seconded by Commissioner Kurka; and carried by unanimous voice approval.

Commissioner Tenuta recommends approving the release of the following closed session minutes as the need for the confidentiality no longer exists to protect the individual or Park District: 1/16/13; 1/29/13; 2/12/13; 2/13/13 all under Section 2c(1) Personnel; seconded Commissioner Massie; and carried by unanimous voice approval.

Commissioner Tenuta recommends not approving the release of the following closed session minutes as the need for the confidentiality still exists to protect the individual or Park District: 3/20/13 & 4/24/13 all under Section 2c(1) Personnel; seconded by Commissioner Starr and carried by unanimous voice approval.

ADJOURNMENT

There being no further business to discuss, Commissioner Kurka moved to adjourn the Regular Board Meeting at 9:35 p.m.; seconded by Commissioner Starr and carried by unanimous voice vote.

Respectfully submitted,

Bill Starr, Secretary