

APPROVED

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, August 26, 2015 at Central Community Center Facility of said Park District. President Kurka called the meeting to order at 7:00 p.m. On roll call, the following officers and commissioners were present:

Steve Kurka
Tim Doherty
Bill Klicka
Bill Starr
Lisa Tenuta
Ray Massie
Mike Murphy

Administrative Staff:

Greg Kuhs, Executive Director
Brett Barcel, Director of Golf Operations
Brian Taylor, Director of Recreation
Barry Kurcz, Director of Business Services and Human Resource
Teri Wirkus, Executive Professional Compliance Manager
Kathy Muellner, Early Childhood and Youth Manager

Professionals:

Tom Hoffman, Attorney
Lee Howard, GAI
Brad O'Sullivan, GAI
Dave Phillips, Speer Financial, Inc.
Ben Kutscheid, Ration Design

Visitors:

None

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES:

Commissioner Starr motioned to approve the minutes as amended; seconded by Commissioner Klicka and carried by unanimous voice approval.

Public Comment

None

Public Hearing

President Kurka called to order the Bond Issuance Notification Act public hearing, as advertised. The purpose of this hearing is to receive public comments on the proposals to sell General Obligation Limited Tax Park Bonds in an amount not to exceed \$2,850,000, the proceeds of which will be used for the building, maintaining, improving and protecting of the Districts parks and facilities, to refinance certain current obligations and for the payment of costs of issuance.

There were no written or oral comments from the Commissioners or written/ oral comments from the public as requested by President Kurka.

David Phillips, Speer Financial Inc. expanded on the annual process and explanation on the reasons the District sells off General Obligation bonds. David also commented on the wonderful asset the new golf course is for the District.

Motion

Commissioner Murphy motioned to finally adjourn the Public Hearing; seconded by Commissioner Klicka.

<u>Roll Call Vote</u>	Ayes	Nays	Absent
Commissioner Kurka	X		
Commissioner Doherty	X		
Commissioner Klicka	X		
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Massie	X		
Commissioner Murphy	X		
Motion passed.			

Parks Foundation

Commissioner Tenuta stated the next foundation meeting will be on September 2, 2015 to discuss future projects and new members are always welcome. Keep November 14, 2015 open on your calendar for the Foundations first Cabrera Night fundraiser at Friendship Conservatory facility. As of August 19th, 2015 all the Veterans Memorial bricks have been engraved and placed on the pillars.

Financial Advisor's Report

Lee Howard, GAI, reviewed the year to date departmental expenditures analysis, revenue trends and profitability of the District's key revenue facilities.

Commissioner Tenuta and Director Taylor discussed the hockey program for junior league/adults and what steps are being taken to promote the program (bringing in "rad hockey for adults, etc.) also talked about open skate and the great value to rent the rink.

Approved 8.26.2015
Regular Board Minutes

Commissioner Massie commented he was pleased to see the younger children being instructed by our hockey staff. Director Taylor stated our youth in-line hockey is the biggest program in the State of Illinois.

RATIFICATION OF ACCOUNTS PAYABLE

Commissioner Klicka moved to ratify July Account Payable checks and EFT's in the amount of \$1,107,226.17 as listed on the July Check Registers with checks 181539 through 181941; seconded by Commissioner Doherty.

Discussion: None

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

Motion passed.

RATIFICATION OF PAYROLL

Commissioner Klicka moved to ratify July Payroll checks and Direct Deposits in the amount of \$428,931.74 as listed on this report; seconded by Commissioner Tenuta.

Discussion: None

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

Motion passed.

Executive Report

Executive Director Greg Kuhs reviewed the following report:

- Very positive responses for the Golf Course renovations; Family Night- very successful.
- Pavement projects at Friendship & Studio nearing completion.
- Assessment of Big Surf Pool start this week and the complete report outlining the condition assessment finishing should be presented at the September Board meeting
- Swim lessons and aqua fitness programs have been popular this past summer.
- Meadows Pool will close on Labor Day Weekend.
- Day camps extremely successful with a 12% increase since last year.
- Rec Plex fitness center has undergone a transformation and re-opened this past week; we have incorporated an open floor plan (gives the center a bigger feel). Staff is in the process of getting bids for new fitness equipment – present proposal at the September Board Meeting.
- Rec Plex pool annual maintenance this week.
- Special Events in August: Nationals Night Out, visiting Italian Band accompanied our community band and 60th anniversary concert all were extremely successful.
- Fall Brochure has a refreshed look and been delivered to homes.
- Annual Fishing Derby at Clearwater Park on September 12th.
- Security enhancements at Rec Plex-we will be placing two additional security cameras-one outside locker rooms and one in the workout area by the cubby units; cameras will be installed soon.
- New safety coordinator for MRMA has been hired; will be meeting and touring our facilities this Thursday.
- Timeline for the FY2016 Budget & Capital Projects/Improvements has been handed out.
- The Special Leisure Services Foundation (SLSF) Celebrate Ability event will be held on Friday, November 6th at Chevy Chase Country Club in Wheeling. SLSF provides support and additional funding to NWSRA. Mt. Prospect will be sponsoring a table-Commissioners were asked to let Greg or Teri know if they would like to attend.

Discussion:

Commissioner Tenuta suggested a few ideas concerning security at Rec Plex: ie: security check list during the walk through every few hours and send out a strong message to keep your valuables at home.

Director Taylor explained the District's procedures entails a few of the above suggestions but will look into the check list idea. Commissioner Starr agrees with Commissioner Tenuta ideas and had a few suggestions. Discussions continued on the importance of customer service training and first impressions at the front desk, what impact the front desk has with first impressions and how important the front desk position is.

New Business

A. Special Board Meetings

- Wednesday, October 21 at 6 p.m.- Capital Projects/Improvements
- Wednesday, November 18 at 6 p.m.-First draft budget presentation/review.

After discussion, the Board concurred with a nod that both dates would be fine.

B. Recreation Department- Reorganization of Positions

Executive Director Kuhs explained the reasons behind the reorganization due to several staff changes; Commissioner Tenuta feels other departments (ie golf department) have a need to add a full time coordinator since golf is one of the top revenue makers.

After discussion, the Board concurred with the Executive Director's recommendation to create a new full-time position (Early Childhood & Youth Coordinator) in the Recreation Department.

Approval Items

A. Acceptance/Rejection of Bids for Einstein Playground-Fuerte Systems, Inc.

Ben Kutscheid, Ration Design presented an overview of the bids and the status of the bidding process; received comments from MWRD and re-submitted to the City of Des Plaines for approval. Depending on the permit process, we still anticipate the project will be completed in October 2015.

Motion

Commissioner Doherty motioned to approve the Base Bid and Alternates #1, #2, and #3 submitted by Fuerte Systems, for total project cost not to exceed \$160,409.48; seconded by Commissioner Tenuta.

Discussion: Executive Director Kuhs noted that the purpose of the three Alternates in the bid specifications were to add new trees to the park area.

<u>Roll Call Vote</u>	Ayes	Nays	Absent
Commissioner Kurka	X		
Commissioner Doherty	X		
Commissioner Klicka	X		
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Massie	X		
Commissioner Murphy	X		
Motion passed.			

B. Acceptance/Rejection of Change Order Proposal #3-Meadows Park* All Star Asphalt

Executive Director Kuhs explained the change order proposal & summary from K-plus Engineering would substantially improve the poor conditions between the baseball fields at Meadows Park and greatly improve accessibility in this area as well eliminating the muddy area near Meadows baseball diamonds.

Motion

Commissioner Tenuta moved that upon the Executive Director providing his written determination that change order #3 with All Star Asphalt for Meadows Park Asphalt work in the amount of \$65,084 is in the best interest of the Park District. The President shall execute and deliver change order #3; seconded by Commissioner Murphy.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Commissioner Kurka	X		
Commissioner Doherty	X		
Commissioner Klicka	X		
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Massie	X		
Commissioner Murphy	X		
Motion passed.			

C. Acceptance/Rejection of Change Order Proposal #4-Studio Parking Lot-All Star Asphalt
Executive Director Kuhs explained we were informed by K-Plus consulting engineer that substantial latent sub-surface soil conditions were found in the majority of the excavated areas at the Studio parking lot. The sub-surface needs to be corrected before new asphalt is installed.

Motion

Commissioner Tenuta moved that upon the Executive Director providing his written determination that change order #4 with All Starr Asphalt for the Studio parking lot work in the amount of \$20,580 was not foreseeable at the time the contract was executive, the President shall execute and deliver change order #4; seconded by Commissioner Massie.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Commissioner Kurka	X		
Commissioner Doherty	X		
Commissioner Klicka	X		
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Massie	X		
Commissioner Murphy	X		
Motion passed.			

Adoption Items

A. Resolution No. 717 NWSRA Assessment Calendar Year 2016

Executive Director Kuhs explained each year the Board needs to ratify their assessment to NWSRA by the adoption of this Resolution.

Motion

Commissioner Massie moved that the Board adopt Resolution #717: NWSRA Assessment Calendar Year 2016; seconded by Commissioner Tenuta.

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

Motion passed.

Comments/Matters from Commissioners

Commissioner Starr stated Dutch Degroot volunteered to coordinate placing Veterans names at the base of the flag (Veterans Memorial) and also inquired about the missing VFW banners from the Veterans Memorial Band shell; Executive Director Kuhs stated staff will look into the matter.

Adjournment

Commissioner Starr motioned to adjourn the meeting at 8:05 p.m.; seconded by Commissioner Tenuta and carried by unanimous voice approval.

Respectfully submitted

William J. Starr