

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, October 19, 2016 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  
Lisa Tenuta  
Ray Massie  
Mike Murphy

Administrative Staff:

Greg Kuhs, Executive Director  
Brett Barcel, Director of Golf Operations  
Jim Jarog, Director of Parks & Planning  
Brian Taylor, Director of Recreation  
Barry Kurcz, Director of Business Services and Human Resources  
Ruth Yueill, Superintendent of Community Relations & Marketing  
Teri Wirkus, Executive Professional-Compliance Manager

Professionals:

Tom Hoffman, Attorney  
Lee Howard, GAI  
Brad O'Sullivan, GAI

Visitors:

Louis Goodman

**CHANGES OR ADDITIONS TO AGENDA**

None

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

Commissioner Massie motioned to approve the minutes from the Regular Meeting on September 28, 2016; seconded by Commissioner Murphy.

Discussion: None

<b>Roll Call Vote</b>	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.			

**PUBLIC COMMENT**

None

**ADOPTION ITEMS**

None

**A. ADOPTION OF RESOLUTION NO. 732:** A Resolution Determining the Amounts of Money Exclusive of Levies for Debt Service and Election Costs Estimated to be Necessary to be Raised by Taxation Pursuant to the Proposed Levy of the Mt. Prospect Park District for the Levy Year 2016.

Discussion: Lee Howard, GAI gave an explanation that elucidated the 2016 Proposed Tax Levy and answered a few questions from the Board.

**MOTION**

Commissioner Murphy made the motion to approve Resolution No. 732: A Resolution Determining the Amounts of Money Exclusive of Levies for Debt Service and Election Costs Estimated to be Necessary to be raised by Taxation Pursuant to the Proposed Levy of the Mt. Prospect Park District for the Levy Year 2016; seconded by Commissioner Massie.

<b>Roll Call Vote</b>	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.			

**A. ADOPTION OF ORDINANCE NO 733:** An Ordinance Regulating Travel Expenses Pursuant to the Local Government Travel Expense Control Act (“Act”) 50 ILCS 150/1 ET SEQ.

Executive Director Greg Kuhs explained the Local Government Travel Expense Control Act, which was recently signed by Gov. Bruce Rauner takes effect Jan. 1, 2017, placing restrictions on the travel, lodging and meal expenses made by employees. Executive Director Kuhs and Attorney Tom Hoffman proceeded to explain the adoption of our Ordinance 733 and answered questions from the Board.

**MOTION**

Commissioner Massie made the motion to have the Board adopt Ordinance 733: An Ordinance Regulating Travel Expenses Pursuant to the Local Government Travel Expense Control Act; seconded by Commissioner Doherty.

<b>Roll Call Vote</b>	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.

**APPROVAL ITEMS**

**A. Authorization for Executive Director to Approve the Purchase of Replacement Wood Chipping Unit**

As was reported at the September Board Meeting, the district’s wood chipping unit had been destroyed by fire. Staff has been researching replacement units. Executive Director Kuhs explained the market for used chippers varies, and when you find a unit we are interested in purchasing we will need to commit to it rather quickly. Staff is requesting the Board to authorize our Executive Director to approve the purchase of a used chipper at a not to exceed the cost of \$53,000. Authorizing this purchase amount is necessary to allow staff to act quickly to secure the appropriate replacement chipper when one becomes available. The District has received a settlement check from MRMA (insurance provider) for approximately \$29,000.

**MOTION**

Commissioner Doherty made the motion to temporarily approve increasing the Executive Director’s purchasing authority limit not to exceed \$53,000 for the purpose of purchasing a pre-owned wood chipping unit; seconded by Commissioner Murphy.

Approved Board Minutes  
10/19/16

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

**NEW BUSINESS**

**A. Selection of IAPD Annual Meeting Delegate & Alternate**

**MOTION**

Commissioner Massie made the motion to appoint the Executive Director as the delegate for the Annual IAPD Meeting in January 2017; seconded by Commissioner Murphy.

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

**UNFINISHED BUSINESS**

None

**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.

**RATIFICATION OF ACCOUNTS PAYABLE**

Commissioner Doherty motioned to ratify August Accounts Payable checks and EFT's in the amount of \$2,599,987.48 as listed on the August Check Registers; seconded by Commissioner Massie.

Commissioner Doherty motioned to resin the previous motion; seconded by Commissioner Massie and was carried by unanimous voice approval.

Commissioner Doherty motioned to ratify September Accounts Payable checks and EFT's in the amount of \$2,599,987.48 as listed on the September Check Registers; seconded by Commissioner Massie.

<b><u>Roll Call Vote</u></b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>
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 Doherty motioned to ratify September Payroll checks and Direct Deposits in the amount of \$324,768.86 as listed in this report; seconded by Commissioner Massie.

Discussion: None

<b><u>Roll Call Vote</u></b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>
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**

Ruth Yueill, Executive Director of the Parks Foundation stated:

- The Parks Foundation Board met on October 5 to discuss the year-end events and the direction of the Foundation for 2017 (Foundation's 20<sup>th</sup> Anniversary year).
- The next Cabaret Night will be held on Saturday November 19 at Friendship Park Conservatory. The evening's profits will benefit the annual Parks Foundation's Scholarship Program. The November's Cabaret Night will be entertainer, Peter Oprisko (he is referred to as the American Michael Buble)
- The Parks Foundation will purchase and serve a continental breakfast for the Mount Prospect Veterans on Veteran's Day-Friday, November 11.

## **Executive Report**

Executive Director Greg Kuhs reviewed the following items.

### Park & Planning Highlights:

- We-Go and Clearwater Playground renovations are close to being completed.
- Kick-off meeting for phase II of Einstein Park project was held earlier this week; November board meeting - staff will share a projected timeline for this project.

### Golf Course Highlights:

- Fall golf rates are in effect.
- Staff finished aerifying, topdressing greens and tees, slicing fairways and fertilizing. Day to day maintenance operations are mowing and mulching leaves. Sodding the problem areas and addressing the overflow area of hole 15 as soon as the water levels are down and play is at a minimum.

### Recreation Report Highlights:

- Learn to Swim Lessons - fall's first session enrollment at 573 participants. Positive feedback from parents in the first session.
- Adult fall softball going very well. Participation increased from 6 to 14 teams this fall.
- Mt. Prospect Community Band's fall concert will be on October 30<sup>th</sup> at the Trinity United Methodist Church at 3:30 p.m.
- Special Events - Fabulous Fall Fest was successful in spite of the weather 405 children came through and had a blast.
- Greenhouse News - the majority of the mums have been planted throughout the park district with the remaining mums being planted as soon as they come into flower. The court yard has a fall feel with beautiful fall grasses, ornamental kale, pumpkins and gourds.

### Community Relations and Marketing Highlights:

- November 11 Veteran's Day Celebration at the Lions Recreation Center. The park district is proud to facilitate the needs of the VFW and American Legion organizers.
- The Park District's sponsors played an active role in this year's fall fest as game hosts with table representation.

### Business Services & HR Highlights:

- Thirty four participants completed their biometric wellness screening from CHC Wellness at Rec Plex on Thursday October 13. This was an increase of 21 participants from last year.

### Executive Director Highlights:

- The Village of Mount Prospect is proposing the establishment of a new Tax Incremental Finance District (TIF) district for portions of the downtown area. Governmental Accounting Inc. (Lee Howard) has reviewed the consultant's report completed on the proposed TIF and believes the establishment of a new TIF shouldn't have a large impact on our district.
- Government Finance Officers Association- The park district has again received a Certificate of Achievement from the GFOA for Excellence in financial reporting for the Comprehensive Annual Financial Report for 2015.
- Special meeting (Wed) November 16 at 6 p.m.; presentation, review and discussion on the FY 2017 budget then followed by the regular board meeting at 7 p.m.

**PUBLIC COMMENT**

Mr. Goodman had a few questions regarding TIF and the amount the district would receive. Mr. Hoffman, took a few minutes to explain a little of the fundamental of TIF and how it would impact the district.

**MATTERS FROM COMMISSIONERS**

Commissioner Kurka attended a wedding reception at Friendship Park and commented on the great job from staff and Friendship is a great venue.  
Commissioner Tenuta stated with the popularity of the newly renovated banquet rooms, would there be another room available as an overflow room possibly at Lions Recreation Center for baby/bridal showers etc. that the Foundation could renovate to help increase revenue.

**ADJOURNMENT**

Commissioner Tenuta made the motion to adjourn the Regular Meeting for October 19, 2016 at 7:43 p.m.; seconded by Commissioner Doherty and was carried by unanimous voice approval.

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Greg Kuhs, Acting Recording Secretary