

Approved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, February 15, 2017 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
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, Director of Community Relations & Marketing
George Giese, Superintendent of Business Services
Teri Wirkus, Executive Professional Compliance Manager

Professionals:

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

Visitors:

Louis Goodman
Jerry Boldt

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Commission Klicka motioned to approve the minutes from the Regular Board Meeting on January 18, 2016; seconded by Commissioner Starr.

<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.

Public Comment

Jerry Boldt remarked in March of 2013 the Mt. Prospect Journal Newspaper reported the three incoming board members remarked that the board meetings should be transparent and broadcasted on the local station. Mr. Boldt asked what the delay was and why doesn't the park district broadcast their board meetings. Executive Director Kuhs explained the district isn't set up with the equipment to broadcast the meetings. President Kurka said that the board will take this under advisement and check into the cost.

Louis Goodman commented he was told the Village would let the school board and park district board hold their meetings at Village Hall if they chose to do so.

ADOPTION ITEMS

None

APPROVAL ITEMS

A. Approval of Purchase-Two (2) Toro Greensmaster Flex 2120 Mowers - National IPA Joint Purchasing Program - Reinders, Inc.

Executive Director Greg Kuhs explained that staff recommends the purchase of (2) Toro Greensmaster Flex 2120 mowers with pricing from the National Intergovernmental Purchasing Alliance. The new mowers were included on the Capital Projects/Improvement list for FY 2017 which was approved by the Board at the November 2016 Regular Board Meeting.

Discussion: Commissioner Tenuta asked the process for the National Intergovernmental Purchasing. Director Bret Barcel explained the process and the district has purchased equipment in the past through the National Intergovernmental Purchasing program.

Motion

Commissioner Murphy moved to approve the purchase of (2) Toro Greensmaster Flex 2120 mowers and accessories from Reinders, Inc. in the amount of \$25,938.96; seconded by Commissioner Klicka.

Roll Call Vote	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. Approval of Purchase-One (1) Toro Greensmaster 3300 TriFlex Riding Mower and additional Cutting Head Attachment - National IPA Joint Purchasing Program-Reinders, Inc.

Discussion: Commissioner Tenuta asked the age of the mowers that were being replaced. Director Barcel stated the golf course will be replacing a 2003 mower and it will be listed for sale on a government bid website the park district has used in the past to sell old equipment.

Motion

Commissioner Starr moved to approve the purchase of (1) Toro Greensmaster 3300 TriFlex mower with additional cutting head attachment from Reinders, Inc. in the amount of \$34,659.82; seconded by Commissioner Klicka.

Roll Call Vote	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.

NEW BUSINESS

A. Schedule Special Meeting(s)- February

As part of the search process for a new Executive Director- the Board President has called Special Meetings as follows:

- Thursday, March 2, 2017; 6 pm at Central Community Center
- Saturday, March 11, 2017; 9 am at Central Community Center

UNFINISHED BUSINESS

A. FY 2017 Operating Budget

The Operating Budget will be on the March 22 Agenda for adoption by the Board of Commissioners. Executive Director Kuhs reported there have been no changes to the budget since it was originally presented and discussed with the Board of Commissioners in November 2016.

B. Tentative Budget and Appropriation Ordinance – FY 2017

Executive Director Greg Kuhs stated a draft of the Budget & Appropriation Ordinance has been placed at Central Community Center front desk; Des Plaines Library reference desk; Mt. Prospect Library reference desk and the Mt. Prospect Human Services Department for anyone who wishes to review the Draft Document. The Budget & Appropriation Ordinance will be on the March 22, 2017 Board Meeting Agenda for adoption.

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 Klicka motioned to ratify January Accounts Payable checks and EFT’s in the amount of \$831,199.05 as listed on the January Check Registers; seconded by Commissioner Murphy.

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 motioned to ratify January Payroll checks and Direct Deposits in the amount of \$304,863.86 as listed in this report; seconded by Commissioner Starr.

Discussion: Commissioner Tenuta suggested having the new summer hires to use direct deposit automatically. Director Barry Kurcz explained the new hires have been using direct deposit and we are up 85%.

<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.			

Approval/Ratification Travel Expenses Submitted by Commissioners for the IPRA/IAPD Conference.
Per Ordinance 733; any expenses for travel, meal, and lodging of any member of the Board, as well as any expenses of any officer or employee which exceeds the maximum allowed under the regulations approved by the Board may only be approved by roll call vote at an open meeting of the Park Board.

Commissioner Starr motioned to approve/ratify the travel expenses submitted by Commissioners for attending the IAPD/IPRA State conference as follows:

Commissioner Steve Kurka: \$22.50
Commissioner Ray Massie: \$31.50
Commissioner Bill Starr: \$13.50

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.			

Discussion:

Commissioner Tenuta asked for an update on what the Commissioners learned from the conference. President Kurka remarked what he learned concerning the concession and what ideas other park districts have managing their concessions; he also learned about some of the up and coming sports could be and why kids get into and out of sports; went to a bond session and walked through the exhibit.

Commissioner Starr remarked the session he attended about the open meetings act was very informative.

Parks Foundation

Ruth Yueill, Executive Director of the Parks Foundation stated:

- The next Park Foundation meeting will be on March 8, 2017.

Executive Report

Executive Director Greg Kuhs reviewed the following items:

Parks & Planning Report Highlights:

- Einstein Park Phase II design development has been completed; project bid documents are in process and hopefully project update will be presented at the March regular board meeting.
- Redwood/Kopp Playground Relocation-Starting the process of developing drawings and specifications with K-Plus Designs on layout and design. The placement of the new playground will also take into consideration the possibility of future renovation/creation of athletic fields at Kopp Park.
- The Lions Bandshell Paver Replacement project has begun with the process by developing specifications for replacement of the original brick pavers; staff will proceed with the replacement of the pavers following the end of the Summer Concert series in mid-August; discussed why they are replacing and the aesthetics of the pavers.

Golf Report Highlights:

- Final sales for the 2016 golf season were approximately \$1,470,000, surpassing our record year 2012 and exceeded our 2013 total sales by approximately \$145,000. Our rounds/revenue and round/dollar remain right on track and has substantially improved since the renovation. The pricing structure will be kept the same for 2017.
- The 2017 has officially begun; team registration for permanent t-times started in February.
- Planning on opening the driving range this week due to the exceptionally warm weather.

Recreation Department Highlights:

- Pool preparation for summer season has begun; training/meeting schedules for lifeguards, lesson instructions and cashiers are scheduled through August.
- Registration for youth baseball and softball leagues are going great; as of February 3rd there are a total of 827 players registered.
- The number of youth futsal leagues at CCC inline rink and gym have substantially increased in 2017 compared to 2016.
- This is the third year of the annual Mardi Gras 3 on 3 basketball tournament - 33 teams registered and over 1,200 attended the Mardi Gras event.
- Easter lily bulbs have arrived at the greenhouse are now emerging from the soil about – they are currently about 4 inches tall.

Community Relations & Marketing Highlights:

- Spring training is the theme for the spring program guide; the inside cover and departmental pages features photos and brief bios of past and current employees who have used their park district tenure as a foundation for their current or future career.

Business & Administration Report Highlights:

- Held the annual manager’s meeting “Moving Forward in 2017” on February 3rd at the Golf Club.
- Pre-super bowl pizza lunch was served for all the employees after the manager’s meeting.

Executive Director Highlights:

- The Board discussed plans to conduct a Community Interest and Opinion Survey in 2017; the draft timeline:
 - A. Development of Request for Proposal (RFP)-March
 - B. Advertise/Invite qualified consultants to submit RFP- March 23
 - C. Select qualified consultants to interview with MPPD Board and staff- April 26 Board Meeting
 - D. Conduct Interviews with firms - early May
 - E. Selection of Firm to complete Community Interest & Opinion Survey - May 24 Board Meeting
 - F. Negotiation/Approval of Agreement with firm - June 28 Board Meeting

Public Comment

Louis Goodman questioned the state’s new ruling regarding the progression of minimum wages and new hirings. Executive Director Kuhs explained the ruling and how the district will proceed. Mr. Goodman also asked if the district would consider hosting high school volleyball tournaments. Director Taylor explained the park district currently runs open volleyball and leagues on Thursdays; the district has previously hosted volleyball tournaments (Team USA).

Jerry Boldt stated the minimum wages increase really shouldn’t apply to summer temporary help but should for full time workers.

MATTERS FROM COMMISSIONER

None

Adjournment to Closed Session

Commissioner Doherty motioned to adjourn to closed session at 7:50p.m.: Section 2c(1): Personnel- To Discuss the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of One or More Specific Employees of the Public Body; seconded by Commissioner Tenuta.

<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.

Open Session was reconvened at 8:09 p.m.

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

None.

ADJOURNMENT

There being no further business to discuss, Commissioner Tenuta moved to adjourn the Regular Board Meeting at 8:10 p.m.; seconded by Commissioner Klicka and carried by unanimous voice vote.

Respectfully submitted,

William J. Starr, Secretary