

Approved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, February 17, 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
Bill Klicka
Bill Starr
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
Teri Wirkus, Executive Professional Compliance Manager

Professionals:

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

Visitors:

None

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

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

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APPROVAL OF MINUTES

Commissioner Starr motioned to approve the minutes from the Regular Board Meeting on January 20, 2016 as amended; 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.

Public Comment

None

Parks Foundation

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 Klicka motioned to ratify January Accounts Payable checks and EFT's in the amount of \$840,529.94 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 \$273,466.15 as listed in this report; seconded by Commissioner Massie.

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 items:

- Backstop Replacement update: primary fields (Lions, Friendship, and Meadows) are scheduled to be completed by the end of February; all completions are currently anticipated for March 28th.
- Pavement Improvements 2016: 3 bids out for maintenance (seal coating & crack filling) at Meadows, Lions & Friendship parking lots- recommendations to the board for approval & discussion at the March Board Meeting.
- Pool Pak Compressor: RP has a defective compressor (installed 2008) provides heating & cooling- needs to be replaced.
- Nicholas & Associates has contacted the Park District about providing a house league Ice Hockey for youth and adults as well as Learn to Skate and Ice Skating Classes when they finish their ice rink in Kensington Business Center for the opening in September 2016. Staff is researching program development for both hockey & ice skating.
- New AED's were purchased in January; thanks to the Foundation for covering half of the cost of the new AED's.
- Congratulations to Graphic Designer Julie Reilly's design that placed 2nd out of 28 entries at the IPRA conference with the design logo for the Mt. Prospect Golf Club.
- Mardi Gra event was successful with seven sponsors participating at the event and also tied together the new social media agenda like constant contact.
- Golf shop and offices installed new carpeting and reconfigured the space for a more customer friendly atmosphere.
- The district purchased Applitrack: Applicant Tracking System for job applications which will save manager countless hours in the recruiting process, etc with a target date live in early March.

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Discussion: Commissioner Starr suggested we strategically locate another AED at Rec Plex closer to the fitness center- the suggestion will be taken under consideration.

UNFINISHED BUSINESS

A. Tentative Budget and Appropriation for 2016

Executive Director Greg Kuhs stated the a draft of the B & A has been placed at Central Community Center reception 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 B&A.

Discussion: None

NEW BUSINESS

A. Special Board Meeting- March 16th at 6p.m.

Executive Director Greg Kuhs explained FGM Architects will prepare conceptual plans and cost estimates for the potential renovation of Big Surf Pool and would like to present for review their findings at the Special Board Meeting.

Discussion: Commissioner Tenuta asked if the Board might receive the conceptual plans and cost estimates as soon as the plans are available giving sufficient time to review and have questions ready for FGM Architects. She is hoping the public will be come to hear the discussion.

President Kurka has called a Special Board Meeting for March 16th at 6p.m. at CCC for a presentation from FGM Architects, Inc. for the Big Surf Pool.

APPROVAL/ADOPTION ITEMS

- A. Approval of Purchase-Ford F-350 & Ford F-550 Trucks- Illinois Department of Central Management Services- Joint Purchasing Program- Morrow Brothers Ford, Inc.
- **ADOPTION OF ORDINANCE No. 727:** An Ordinance Authorizing and Directing The Trade-In of A Used Truck And The Purchase of Two New Trucks.

MOTION

Commissioner Doherty motioned to adopt Ordinance No. 727, being an Ordinance Authorizing and directing the trade- in of a used truck and the purchase of two new trucks; seconded by Commissioner Tenuta.

Discussion: None

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<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. Approval of Purchase-Equipment Replacement-New Way Garbage Compactor-HB600-National Joint Powers Alliance (NJPA)- Joint Purchasing Program-Standard Equipment Company
- **ADOPTION OF ORDINANCE NO. 728:** An Ordinance Authorizing and Directing the Trade-In of a Used Truck and Trash Compactor and the Purchase of a New Trash Compactor.

MOTION

Commissioner Massie motioned to adopt Ordinance No. 728, being an Ordinance Authorizing and directing the trade-in of a used truck and trash compactor and the purchase of a new trash compactor; seconded by Commissioner Starr.

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.

- C. **Approval of Purchase-Toro Greensmaster Flex 2120 Mowers- National IPA Joint Purchasing Program-Reinders, Inc.**

MOTION

Commissioner Murphy motioned to approve of the purchase of (3) Toro Greenmaster Flex 2120 mowers and accessories from Reinders, Inc. in the amount of \$38,896.00; seconded by Commissioner Massie.

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Discussion: Commissioner Massie asked if the old mowers would be traded in and Director Barcel stated the older mowers will still be used.

<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.

D. Approval of Concessions License Agreement- Open Kitchens

MOTION

Commissioner Doherty motion to approve a Concessions Agreement with Open Kitchens to provide food & beverage service at Mt. Prospect Golf Club for a two-year period beginning April 1, 2016 thru March 31, 2018 for an annual concession license fee of \$43,000, and also authorize the Executive Director to execute the Concessions Agreement; seconded by Commissioner Murphy.

Discussion:

The Board discussed the reason for using the party tent, accommodates larger groups and the condition of the party tent, if the tent would last 2 years (evaluate at the end of the first year on the condition) and what the cost would be to replace.

<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.

E. Approval/Authorization to Sell Liquor at Special Events 2016

MOTION

Commissioner Massie motioned to authorize the sale of alcoholic beverages by Mt. Prospect Park District staff over the age of 21 for the following events for which a special liquor license must be obtained;; seconded by Commissioner Tenuta.

May 14, 2016	Softball Tournament-Eggs Czarnik Memorial	11am-11:59pm
May 15, 2016 (rain date)		12pm-11:59pm

June 23, 2016	Softball Tournament-ASA 15 th Annual Chicago	5pm-11:59pm
June 24, 2016		5pm-11:59pm
June 25, 2016		11pm-11:59pm
June 26, 2016		12pm-11:59pm

July 9, 2016	Softball Tournament- 30& Under and 31 & Over	11am-11:59pm
July 10, 2016 (rain date)		12pm-11:59pm

August 6, 2016	Softball Tournament-House League Tournament	11am-11:59pm
August 7, 2016 (rain date)		12pm-11:59pm

September 1, 2016	Softball Tournament-ASA Major National	5pm-11:59pm
September 2, 2016		5pm-11:59pm
September 3, 2016		11am-11:59pm
September 4, 2016		12pm-11:59pm
September 5, 2016 (rain date)		11am-11:59pm

May 28, 2016	Soccer Tournament-Green White Soccer Adult	11am-11:59pm
May 29, 2016		12pm-11:59pm
May 30, 2016		11am-11:59pm

- Green White Soccer is responsible for securing event liquor licenses.

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.

F. Approval/Authorization to Serve Liquor at Special Events 2016

MOTION

Commissioner Doherty motion to authorize serving alcoholic beverages for the named events providing the organizations sponsoring the events meet the following requirements:

- If an admission fee is charged, guests must receive something in return other than alcohol.
- There is no charge for the alcohol.
- Dram Insurance Liability in maximum insurance coverage limits must be provided with Mt. Prospect Park District named additional insured.
- The organization agrees to obey the rules and regulations provided by the Mt. Prospect Park District, the State of Illinois and the ordinances of the Village of Mount Prospect. Failure to do so may result in the immediate termination of the privilege to serve alcohol at the event in the discretion of the Park District.

Seconded by Commissioner Starr.

Place and time:	Golf Course from 10:00am-6:00 pm	
August 17, 2016	NWSRA Golf Classic /Ala Carte Entertainment	Beer-served by Ala Carte Staff
September 22, 2016	Chamber of Commerce Golf Outing	Beer-served by Chamber Staff

<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

None

COMMENTS/MATTERS FROM COMMISSIONERS

Commissioner Doherty stated the Mardi Gra event was fantastic! The staff worked great together.

ADJOURNMENT

There being no further business to discuss, Commissioner Tenuta moved to adjourn the Regular Board Meeting at 7:41 p.m.; seconded by Commissioner Klicka and carried by unanimous voice vote.

Respectfully submitted,

William J. Starr, Secretary

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