

Approved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, April 26, 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
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, Director of Community Relations & Marketing
Cheryl Lufitz, Community Relations & Marketing Manager

Professionals:

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

Visitors:

Louis Goodman

CHANGES OR ADDITIONS TO AGENDA

Re- elected Commissioner Starr, Commissioner Massie and Commissioner Kurka will be taking the oath of office after the approval of the minutes.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Commissioner Starr motioned to approve the minutes as amended from the Regular Board Meeting on March 22, 2017; seconded by Commissioner Murphy.

<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.

Commissioner Doherty motioned to approve the minutes from the Special Board Meeting on April 5, 2017; 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.

CALL FOR RECESS OF MEETING

President Kurka appointed Commissioner Doherty to administer the oath of office to the re-elected Commissioners.

OATH OF OFFICE

Commissioner Doherty administered the Oath of Office to William Starr, Raymond Massie and Steven Kurka. Each stated the following concurrently:

“I, stated their name, having been elected to the office of Park Commissioner in the Mt. Prospect Park District in the County of Cook aforesaid, DO SOLEMNLY SWEAR, that I will support the Constitution of the United States and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Park Commissioner to the best of my ability.”

After the Commissioners took the Oath of Office, Commissioner Doherty stated:

At this time, it has become the custom for all Commissioners to read together the Illinois Association of Park Districts Code of Ethics (taken from an IAPD Publication):

As a member of the board I will:

- Represent the interests of all people in my community. I will not favor any particular special interests.
- Not use my service on this board for my own personal advantage or for the advantage of my friends or supporters.
- Keep privileged information confidential.
- Approach all board issues with an open mind, prepared to make the best decisions for everyone involved.
- Do nothing to violate the trust of those who elected or appointed me to the board or of those we serve.
- Focus my efforts on the mission of the agency and not on my personal goals.
- Never exercise authority as a board member except when acting in a meeting with the full board or as I am delegated by the board.

Congratulations to the re-elected Board Commissioners.

RECONVENE REGULAR BOARD MEETING

President Kurka reconvenes to the Regular Board Meeting with the newly sworn in Commissioners at 7:07p.m.

Public Comment

Louis Goodman congratulated the re-elected Commissioners and asked who the new Executive Director would be. Dan Malartsik was in attendance and introduced himself to Mr. Goodman.

Kristen Kazuk (son-Al) stated she lived next to Countryside Park and wanted to discuss the possibility of installing lighting at the basketball court in the park. Executive Director Kuhs stated that neighbors would have to be consulted concerning installing lights and the park doesn't have any electricity on premises. There would be an added cost of electricity and or solar lighting. The Board discussed sending a petition around to the neighbors, which Mrs. Kazuk volunteered to do.

Bob Cardoll stated he lives by Lincoln Jr. High and would like the park district to look into putting a playground for the little children somewhere in the area. Commissioner Tenuta explained the property at the school does not belong to the park district and installing any amenities on this property would necessitate the park district working out an agreement with the school district and at this time no capital funds have been allocated for a new playground.

ADOPTION ITEMS

None

APPROVAL ITEMS

A. Acceptance/Rejection of Bids-Lions Memorial Band Shell Paver Replacement Project

Director Jarog presented information pertaining to the Lions Memorial Band shell paver replacement project. He explained the steps involved with the bid packets and bid process and reviewed the bids received by the park district. Director Jarog explained the type of bricks that would be needed and the reason the contractor appears to be qualified to do the work. The Board asked questions why certain bidders were disqualified and the particular reasons to accept the base bids.

Questions were raised about the pavers and the bids along with a discussion about accepting the base bid and including the work on the pavers near the memorial fountain. The Board asked that Director Jarog do some additional research regarding the bidders and the alternates and report back to the Board at the next meeting.

This item was tabled to the Special Meeting on May 10th, 2017.

NEW BUSINESS

A. Kopp Playground Design Approval

Meeting held on April 13 to gather resident input for the Kopp playground design & equipment. Unfortunately, no one from the public attended the meeting to provide their input. Staff discussed additional swings and which designed they liked. Bring bids back for the June Board Meeting and the work could be finished in July of 2017. Commissioner Tenuta stated this park would be very popular and suggested adding more swings, another baby swing and another ADA swing. The Board also discussed moving the zip line, adding more swings and possibility of building another area adjacent to this park in the future. Commissioners agree to move forward with the design and possibly accommodate another bay for additional swings for this park and no need to come back to a board meeting. Director Jarog will research all the ideas presented.

B. Schedule Special Meeting-Community Interest & Opinion Survey RFP's

President Kurka called a Special Board Meeting on Wednesday, May 10, 2017 at 6 p.m. at Central Community Center to cover the proposals of the brick pavers and hear presentations/interview the two firms for the Community Surveys.

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 Klicka motioned to ratify March Accounts Payable checks and EFT's in the amount of \$847,576.56 as listed on the March 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 March Payroll checks and Direct Deposits in the amount of \$318,171.07 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.

Parks Foundation

Ruth Yueill, Executive Director of the Parks Foundation stated:

- Foundation will be attending all three events: Mardi Gras; Easter Egg Hunt; Earth Day - going well and a lot of interest in the community.
- Foundations tree campaign –get a free tree to plant with a donation.
- Changes in the Scholarship Essay section of the application phase making essay relating to the Community, Volunteerism and role of the Park District.

Executive & Director Reports

Reviewed the following items:

Community Relations & Marketing Highlights - Ruth Yueill:

- Summer Brochure has been delivered with highlights: inside cover includes a farewell message from Executive Director Greg Kuhs as well as a photo of the Park Board Commissioners; list of dates for the future park board meetings and the link to information on the website; newly designed park map & amenities; and marketing Superhero Dash n Splash 5k race page with the Foundation partnership.

Parks & Planning Report Highlights - Jim Jarog:

- The rainy weather has made it stressful working on baseball & soccer fields. Working on getting the pools ready to open.
- Einstein Bid postponed due to release for June 1st so the City of Des Plaines has adequate time to review and send to MWRD for review if needed. The schedule change would bring the project bids to the Board for consideration at the June 28th meeting. Final completion date is still scheduled for September 30, 2017.

- Friendship Conservatory accessible entryways project is scheduled to go out to bid at the end of April. The project will be 100% funded by ADA funds from the Special Recreation fund. Information will be presented to the Board at the May meeting for consideration.
- The Rec Plex pool filtration system recently went down on a Friday morning. The pool had to be shut down for repairs but there was minimal disruption as the system was fixed and pool was reopened by the end of the same day.
- The Busse Tennis Courts cracks have been repaired.

Golf Report Highlights - Bret Barcel:

- Golf week recognition from Golfweek Magazine has ranked Mt. Prospect Golf Course 14th in the state of Illinois for the 2017.
- Golf numbers are a little down due to the poor weather.
- Practice range shows continued growth.
- Reviewed some recent course maintenance concerns which are directly related to the amount of play and cart traffic.

Recreation Department Highlights - Brian Taylor:

- Aquatics: Hiring continues for the summer; summer pool passes currently on sale at the early bird rate which ends on May 1. Extensions to the early bird rate will not be made to help with scheduling and marketing.
- Jason Hickman is the new Athletic Manager comes from Glenview Park District with 20 years' experience.
- Annual kick off to the Summer Meeting on May 22 at 5:30 pm with Tracy Crawford NWSRA as our motivational speaker.
- All the departments are preparing for the summer programs and events.
- RecPlex locker room break-ins: Daily patrons must now register to help ID people in the facility. Also working with the Mt. Prospect Police Department.

Business & HR Highlights - Barry Kurcz:

- Annual Performance Appraisals are underway for the full/part time IMRF personnel. All information will be reviewed to ensure quality and consistency. Change in pay is scheduled to appear on the June 16th paycheck.
- Third annual Employee Appreciation BBQ is set for June 20th at Friendship Park Conservatory. This event will give the employees the opportunity to visit with Greg prior to his retirement and provide an opportunity to meet our new Executive Director.
- Direct Deposit & Payroll Distribution: Increased the percentage of employees on direct deposit from 84% to 87% in one pay period.
- HR by the numbers for March 2017: 25-new hires; 30-terminations; 1-worker's compensation; 1-disciplinary issue and 61-criminal background checks.

Greg Kuhs Executive Director:

- Please mark your calendars: Clearwater Park Playground dedication is Saturday, May 20, 2017 & WeGo Park Playground dedication is Saturday, June 17, 2017.
- On May 2, Communications & Marketing staff and Executive Director Greg Kuhs will be attending the IAPD Parks Day at the Capital event in Springfield, IL. MPPD will have a booth set up in the rotunda in the state capital.

Public Comment

Louis Goodman asked about the prior survey discussion and what is being done about the Lions Park paver project. President Kurka explained both items will be discussed further at the Special Meeting on May 10.

MATTERS FROM COMMISSIONERS

Commissioner Tenuta discussed with Director Taylor the need for better communication between the park district and the Hockey Arena ice rink management regarding open skate prices and ice skating birthday parties.

Commissioner Kurka asked if the price structure has been revised for rentals at the Friendship Conservatory. Director Taylor explained the price structure has been revised and the rentals prior to the revision were grandfathered in.

Adjournment to Closed Session

Commissioner Tenuta motioned to adjourn to closed session at 9:13 p.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 Massie.

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.

Reconvene from Closed Session

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

Motion

Commissioner Doherty made the motion for the approval of the agreement of employment with Dan Malartsik to the Mt. Prospect Park District of Cook County Illinois seconded by Commissioner Starr.

Amended Motion

Commissioner Doherty made the amended motion for the approval of the agreement of employment with Dan Malartsik to the Mt. Prospect Park District of Cook County Illinois and authorizing the President to sign the contracts; 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.

The new Executive Director, Dan Malartsik state he is very excited to be here, thanked the Board for the amazing opportunity and honor to serve the Mt. Prospect Park District. He looks forward to the future and is excited to start.

Motion

Commissioner Doherty made the motion for the approval of the consulting services of Greg Kuhs to the Mt. Prospect Park District of Cook County Illinois; 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.

ADJOURNMENT

Commissioner Tenuta motioned to adjourn; seconded by Commissioner Murphy and was carried by unanimous voice approval.

Respectfully submitted,

William J. Starr, Secretary