

APPROVED

REGULAR BOARD MEETING

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, January 21, 2015 at Central Community Center Facility of said Park District. President Kurka called the meeting to order at 7:04 p.m. On roll call, the following officers and commissioners were present:

Tim Doherty
Bill Klicka
Ray Massie
Bill Starr
Lisa Tenuta
Susan Walsh

Administrative Staff:

Greg Kuhs, Executive Director
Lee Howard, GAI
Brad O'Sullivan, GAI
Cathy Miller, Director of External Affairs
Brett Barcel, Director of Golf Operations
Jim Jarog, Director of Parks & Planning
Brian Taylor, Director of Recreation
Barry Kurcz, Director of Business Services & HR
Teri Wirkus, Executive Professional Compliance Manager

Professionals:

Thomas Hoffman, Attorney
Tracy Crawford, Executive Director of NWSRA

Visitors:

Mike Murphy

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

Commissioner Massie motioned to approve the Agenda; seconded by Commissioner Tenuta and carried by unanimous voice vote.

APPROVAL OF THE MINUTES

President Kurka asked for a motion for the approval of minutes of the November 12, 2014 Regular Meeting Minutes.

MOTION

Commissioner Doherty moved to approve the minutes of November 12, 2014 as amended; seconded by Commissioner Klicka and carried by unanimous voice vote.

Discussion: Commissioner Walsh suggested that it would be helpful if the meeting audio recording would be on the website.

Commissioner Massie moved to approve the minutes of December 10, 2014 as amended; seconded by Commissioner Klicka and carried by unanimous voice vote.

PUBLIC COMMENT

None

PARKS FOUNDATION

Commissioner Tenuta stated the Foundation donated and installed new light fixtures to help update the Friendship Park Conservatory Banquet Hall. The invitation is always open for new members to join the Foundation.

FINANCIAL ADVISOR'S REPORT

Lee Howard, Financial Advisor, reviewed the year to date departmental expenditures analysis, revenue trends and profitability of the District's key revenue facilities. He also stated this was a great year for the district and was pleased with the way program revenue has come in.

Discussion: Commissioner Walsh asked if it would possible to change the wording in the report to say: Golf Course Center & Grill instead of Community Center & Grill. Lee Howard said that could happen.

RATIFICATION OF ACCOUNTS PAYABLE

Commissioner Klicka motioned to ratify accounts payable disbursement for check numbers # 171275 through checks #171633 in the amount of \$1,432,772.87 for the month of December; seconded by Commissioner Tenuta.

Discussion: Commissioner Walsh stated that the EFT's are not in the report or listed in the reading of the ratifications.

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

RATIFICATION OF PAYROLL

Commissioner Klicka motioned to ratify payroll for 12/8/14 through 12/22/14 check numbers 215586 through 216297 in the amount of \$140,728.71; seconded by Commissioner Massie.

Amended motion:

Commissioner Klicka amended the motion to ratify payroll for 12/8/14 through 12/22/14 check numbers 215586 through 216297 in the amount of \$286,375.69 seconded by Commissioner Massie.

Commissioner Walsh asked if we are just ratifying the payroll that has already been paid and the answer was yes. The other question was about cell phone stipend - who is paid and if paid out of payroll. Lee Howard explained why and where the stipends are paid.

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

Motion carried.

EXECUTIVE REPORT

Executive Director Kuhs introduced Tracy Crawford, Executive Director of the Northwest Special Recreation Association to present an overview of NWSRA to the Board.

Tracy Crawford, Executive Director explained the high points of NWSRA:

- NWSRA exist to provide outstanding opportunities through recreation for children and adults with disabilities.
- Core Values: respect for each individual; dedication to safe and fun programs, collaboration for community access and commitment to enthusiastic services.
- Brief history of NWSRA and the extension of 17 member park district located in the northwest suburbs.
- Spoke about the support from SLSF fundraising for NWSRA.
- Touched on awards and recognition that NWSRA has received.
- The sharing of expenses and providing the district the ability to make ADA improvements through an approved Handicapped Accessible levy fund. Special recreation associations have proven to be a very cost effective way of serving people with disabilities.
- Talked about increased access through Inclusive Services and how NWSRA serves the Community.

Commissioner Starr thanked her for “Healthy Minds - Healthy Bodies Program” for the Veterans, and he asked for further information as to how this program works.

- Tracy Crawford, Executive Director explained the “Healthy Minds-Healthy Bodies” program and how she got involved with the Veterans Administration. This program is a good way for SRA’s to reach out to the disabled Veterans and their families. The presentation was extremely

informative and the Commissioners were appreciative that Tracy Crawford was able to attend the Board Meeting.

Executive Director Kuhs review the following:

- External Affairs has begun the process of trying to secure new sponsorships.
- OSLAD grant from the State of Illinois has been frozen by the new Governor.
- Open House was held at RecPlex on January 10 to promote fitness.
- FPC banquet room renovation should be completed by January 23rd.
- Smart Fusion accounting software went live in early January.

Commissioner Starr asked how Baseball registration coming along and Brian Taylor, Director of Recreation stated were nearing the number we had last year and still working on getting more registrations.

Commissioner Tenuta asked Barry Kurcz, Director of Business Services/HR what the update was on the AT&T billing and Barry stated the District will be getting a large credit in the coming months now that the new billing agreements with AT&T have been finalized.

Commissioner Walsh congratulated the District on receiving the OSLAD grant.

UNFINISHED BUSINESS

A. GOLF COURSE RENOVATION PROGRESS UPDATE (DISCUSSION)

Executive Director Kuhs explained:

- Ordering some Capital items for the season; range equipment, Tee signs and approval of a new mower at the February meeting.

B. GOLF COURSE PLAT CONSOLIDATION-REVIEW AND UPDATE- JOHN GREEN FROM GROUNDWORK, LLC (DISCUSSION)

John Green explained after completing research on the zoning of the golf course, it was discovered that several issues needed to be addressed:

- Access right-of-way for the driveway for the golf maintenance building due to new figuration due to the driving range
- New easements needed to be created for access to the Village water tower and SBA cell tower.
- Village will be doing improvements are planned for around the water tank prior to the re-opening of the course; easement will need to be expanded Several long-standing Village right-of-ways on portions of the course will be vacated and re-dedicated as part of the golf course property.
- Plat of consolidation from 6 parcels to 2 parcels.
- Beginning the hearing process with the Village to be concluded in April.

C. FY 2015 BUDGET UPDATE (DISCUSSION)

Executive Director Kuhs explained since the initial distributed pages of the budget book in late October, adjustments have been made to the budget book based on new information which prompted these changes. The Budget will not be approved until the March Board Meeting.

Discussion: Commissioner Walsh and Lee Howard talked about the line item of the visa/master card charges line item separate from the “other line”; spoke about the budget line items that will be going forward and the golf course line item for the end of December; and the internal service fund; regular golf course expenses; cost of issues.

NEW BUSINESS

A. TENTATIVE BUDGET & APPROPRIATION FY 2015

The Tentative Budget & Appropriation Ordinance will be available for public inspection at the Central Community Center, Mt. Prospect Library, Mt. Prospect Human Services and the Des Plaines Public Library. Both the Operating Budget and the Budget and Appropriation Ordinance are scheduled to be approved at the March 2015 Regular Board Meeting.

APPROVAL ITEM

A. NICHOLAS & ASSOCIATES CHANGE ORDER PROPOSAL #18 (\$139,755-CREDIT)-WADSWORTH GOLF CONSTRUCTION

Executive Director Kuhs explained the Change Order provides a negotiated credit for onsite field changes to greens, bunkers, irrigation & piping which ended up being less extensive than was initially specified.

MOTION

Commissioner Doherty moved to authorize the President to execute change order #18 in the credit amount of \$139,755 on the Wadsworth Golf Construction Company upon first being provided with a written determination by the Executive Director which satisfies the requirements of 720 ILCS 5/33-E-9; seconded by Commissioner Tenuta.

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

ADOPTION ITEMS

A. RESOLUTION 709-A RESOLUTION AUTHORIZING PARTICIPATION IN THE NORTHERN ILLINOIS MUNICIPAL ELECTRIC COLLABORATIVE (NIMEC) AND AUTHORIZING THE EXECUTIVE DIRECTOR

TO APPROVE A CONTRACT WITH THE LOWEST COST ELECTRICITY PROVIDER FOR A PERIOD UP TO 24 MONTHS.

Executive Director Kuhs explained NIMEC is the leading municipal aggregator of electricity in northern Illinois, having managed 100 municipal aggregations with a population base approaching 2,000,000. NIMEC has been helping the MPPD purchase power at a reduced rate for close to ten years. NIMEC will be sending out a bid list to eligible supplies with the next few weeks. They will be seeking all in, fixed rate pricing for 12-24 months durations and going to bid between Feb 1 and April 1, depending on market trends and conditions.

Discussion: Commissioner Walsh asked what different vendors the District would be using. Jim Jarog, Director of Parks & Planning explained Constellation New Energy is the electrical provider right now (the lowest bidder at the last bidding).

MOTION

Commissioner Doherty moved to adopt Resolution 709 - A Resolution authorizing participation in the Northern Illinois Municipal Electric Collaborative (NIMEC) and authorizing the Executive Director to approve a contract with the lowest cost electricity provider for a period up to 24 months; seconded by Commissioner Klicka.

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

COMMENTS/MATTERS FROM COMMISSIONERS

Commissioner Tenuta asked about hockey sticks policy on our ice rinks. Brian Taylor, Director of Recreation could play hockey (if they are the only ones on the ice) until someone shows up to skate. Suggested informing the public on the growing season of the grass (how fragile the grass is) the reasons why and plans for the future (possible opening) of the Golf Course.

Commissioner Walsh agrees with Commissioner Tenuta. Asked about the user fees refunds and Lee Howard explained that this is the deferred revenue of the passes.

Commissioner Starr asked if we could open the front nine in advance of the back nine. Brett Barcel Director of Golf stated that would not be a good idea and be short term revenue would be very hard on the front nine and need to use the entire course; we are working on the side of caution.

ADJOURNMENT TO CLOSED SESSION

Commissioner Doherty motion to adjourn to closed session under:

Section 2(c) (21): DISCUSSION OF MINUTES OF MEETINGS LAWFULLY CLOSED UNDER THIS ACT, WHETHER FOR PURPOSES OF APPROVAL BY THE BODY OF MINUTES OR SEMI-ANNUAL REVIEW OF THE MINUTES AS MANDATED BY SECTION 2.06

SECTION 2(C)(5): FOR THE PURPOSE OF DISCUSSING PURCHASE OR LEASE OF REAL PROPERTY FOR THE USE OF BY THE PARK DISTRICT

SECTION 2(C)(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>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Commissioner Doherty	X		
Commissioner Kurka	X		
Commissioner Starr	X		
Commissioner Klicka	X		
Commissioner Massie	X		
Commissioner Tenuta	X		
Commissioner Walsh	X		
Motion carried.			

Open Session was reconvened at 9:08 p.m.

APPROVAL OF MINUTES REVIEWED IN CLOSED SESSION

Per the discussion in closed session, Commissioner Doherty moved to approve the following Closed Session Minutes:

- July 24, 2014 Section 2c(21): Review of Closed Session Minutes
- August 27, 2014 Section 2(c)(5): Purchase of lease of Real Estate
- October 15, 2014 Section 2c(21): Review of Minutes Previously Reviewed under this section
- December 10, 2014 Section 2c(1): Personnel

Seconded by Commissioner Tenuta. Commissioner Walsh believed Closed Session minutes should be presented for review within 60 days of when the Closed Session occurs to better aid Commissioners in recalling the topics discussed in Closed Session.

<u>Roll Call Vote</u>	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Commissioner Doherty	X		
Commissioner Klicka	X		
Commissioner Kurka	X		

Commissioner Massie	X	
Commissioner Starr	X	
Commissioner Tenuta	X	
Commissioner Walsh		X

Motion carried.

APPROVAL OF RELEASE OF IN CLOSED SESSION MINUTES, IF ANY

Commissioner Doherty moved that it hereby be determined and hereby be reported to the public that the closed session minutes of July 23, 2014 and October 15, 2014 no longer require confidential treatment and are available for public inspection and that as to all other closed session minutes or portions thereof not yet released for public inspection the need for confidentiality still exists in order to protect the privacy of an individual and/or the public interest; seconded by Commissioner Tenuta.

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

Motion carried.

ADJOURNMENT

There being no further business to discuss, Commissioner Starr moved to adjourn the Regular Board Meeting at 9:25 p.m.; seconded by Commissioner Massie and carried by unanimous voice vote.

Respectfully submitted,

William J. Starr, Secretary