

APPROVED

REGULAR BOARD MEETING

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, March 18, 2015 at Central Community Center Facility of said Park District. President Kurka called the meeting to order at 7:30 p.m. On roll call, the following officers and commissioners were present:

Steve Kurka
Tim Doherty
Bill Klicka
Ray Massie
Bill Starr
Lisa Tenuta-absent
Susan Walsh-absent

Administrative Staff:

Greg Kuhs, Executive Director
Lee Howard, GAI
Brad O'Sullivan, GAI
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

Visitors:

Tom Hoffman, Attorney
Chris Johlle, Attorney

CALL TO ORDER

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

Commissioner Doherty motioned to approve the Agenda; seconded by Commissioner Starr and carried by unanimous voice vote.

Discussion: None

APPROVAL OF MINUTES:

President Kurka asked for a motion for the approval of minutes of the January 21, 2015 Special Minutes.

Approved Regular Meeting
3-18-15

MOTION

Commissioner Starr moved to approve the minutes of January 21, 2015 Special Board Meeting as amended; seconded by Commissioner Klicka and carried by unanimous voice vote.

MOTION

Commissioner Klicka moved to approve the minutes of February 25, 2015 Regular Board Meeting; seconded by Commissioner Doherty and carried by unanimous voice vote.

PUBLIC HEARING

President Kurka announced the next item on the agenda is the Public Hearing, to receive comments on the 2015 Budget & Appropriation Ordinance. The proposed ordinance has been on display at the Mt. Prospect and Des Plaines Libraries, Mt. Prospect Human Service Department and at the Mt. Prospect Park District Administrative Office since January, 2015. All persons desiring to be heard will have an opportunity to present written or oral testimony with respect thereto.

President Kurka asks for written or oral comments from the Commissioners.

There were none.

President Kurka asks for written or oral comments from the Public.

There were none.

President Kurka asks for additional comments from the Public.

There were none.

President Kurka asks for a motion to finally adjourn the Public Hearing.

Commissioner Massie motioned to adjourn the Public Hearing; seconded by Commissioner Klicka .

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

Motion passed.

President Kurka stated that the Public Hearing was adjourned.

PUBLIC COMMENT

None

PARK FOUNDATION

Executive Director Kuhs stated that the March 4th foundation meeting has been postponed and will be rescheduled in the near future.

FINANCIAL REPORT

Lee Howard, Financial Advisor, reviewed the year to date departmental expenditures analysis, revenue trends and profitability of the District's key revenue facilities. Program revenue has a 7% increase and we budgeted this year for a 2% increase, programs are coming along nicely so far.

Discussion: Commissioner Starr and Advisor Lee Howard reviewed the spreadsheet on where the increases in programs were presented (several reasons: youth child care up by 12%; also youth athletics-10% and fitness up by 29%, etc.).

Director Taylor remarked one of the reasons fitness revenue has increased is people have tried other fitness facilities and are coming back to the Park District.

Commissioner Starr and Director Taylor discussed how pool memberships and swim team membership has increased which are included in pool revenue. Registration timing also has an effect on program revenue.

RATIFICATION OF ACCOUNTS PAYABLE

Commissioner Klicka moved to ratify February 2015 Accounts Payable checks and EFT's in the amount of \$721,814.16 as listed on the February Check Registers; seconded by Commissioner Starr.

Discussion: None

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

Motion passed.

RATIFICATION OF PAYROLL

Commissioner Klicka moved to ratify February Payroll checks and Direct Deposits in the amount of \$324,431.39 as listed on this report; seconded by Commissioner Massie.

Discussion: None

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

Motion passed.

EXECUTIVE REPORT

Executive Director Greg Kuhs introduced Mike Nugent from Metro Risk Management Association (MRMA is our risk management pool):

Mike Nugent presented the Board a brief synopsis on what MRMA does for the District-some of the topics Mike discussed:

- MRMA is a risk sharing insurance pool and established in 1984.
- Costs are shared between Schaumburg Park District, Palatine Park District and Mt. Prospect Park District.
- Provides Insurance coverage; risk management services; safety training; claims administration for workers compensation, auto, property and liability claims.
- MRMA's Results:
 - 2014/2015 Pool year worker comp claims for all members trending to about 60% of the previous two years and 60% of the 4-year average.
 - Non-claims expenses trending 6% lower than the previous year.
 - Expecting a surplus at the end of the current fiscal year (March 31, 2015).

MRMA will continue to adjust its annual member assessments in order to retire the negative fund balance and to create reasonable surplus; continue to look for loss reduction and cost reduction opportunities; continue to assist member Districts in maintaining safe facilities and programs.

Discussion: Commissioner Starr, Commissioner Doherty and Mike Nugent talked about safety and the procedures on how each situation is handled with staff and visitors; MRMA contracts with a service provider as a third party administrator that handles work comp claims and provides accident investigation and safety training.

Executive Director continued with his Executive Report:

- OSLAD Grant Suspended: OSLAD grant (\$376,000 matching grant) for the renovation of Einstein Park has been suspended.
 - Options for Einstein Park:
 1. Put the project on hold (wait & see) if the grant fund will eventually be released- could delay project till 2016
 2. Significantly scale back the plans for renovation of the park. With a budget of \$385,000 (instead of \$750,200) without the grant and do the District portion.
 3. Talk with the landscape architect to see if the District could do the playground part and come back to complete the rest of the park renovation when/if the grant comes through.
- Dara James Park Project: complete the project as soon as weather permits; still our desire to have this project completed and ready for a grand opening by late spring or early summer of this year.

Approved Regular Meeting
3-18-15

- Staff restructuring: this will include moving job positions (previously under the External Affairs department) to be under the Recreation department and renaming the positions; this should be finalized by the end of this week.
- Preschool registration has begun and currently has 96% of our current participants registered for next year.
- Spring Band Concert will take place on March 22nd at 3:30 p.m.
- Parking lot improvement & path construction (Friendship Park, Studio, portions of path on ComEd easement area) - staff is currently working on developing bid specifications and will be focusing primarily on the areas needing the most attention and not necessarily the entire parking lot; work to be completed by end of summer/early fall.
- Planning to begin offering tours of the golf course possibly in early May; invite the people on Saturday mornings to ride or walk the cart paths to see the course before the golf course opens.

UNFINISHED BUSINESS

A. Big Surf Pool Renovation-(Discussion)

The directions from the 1-21-15 Special meeting was to continue discussion about the idea of securing a firm to provide some conceptual drawings/phased project options and so forth for the renovation to the Big Surf facility;

Discussion:

President Kurka:

- Agrees with Commissioner Walsh to go out to the RFP process for architects; have other options (new ideas) without tremendous cost (let staff figure out);
- Another option to have FGM Architects (we have used) comes back with some ideas and potential suggestions.

Commissioner Starr:

- This is a multifaceted decision process –asked the staff to check with other Park Districts if they were happy with the decision their District made (example- a big slide, lazy river) and if they had to do it over again—would they? Analyze what the other Districts have said and then discuss the results.

Director Taylor:

- Explain that the staff did talk with other District on their likes and dislikes of their pools; staff costs, etc.
- We still need to determine budget parameters.

Commissioner Starr:

- An example is if there are ten features to choose from and the District decides on seven of the features should have; then there is a couple ways to pay for it- we have these dollars and/or referendum dollars; or the gradual approach - we do a certain amount of features this year and (ex.) a lazy river the following year; then we have a plan.

Executive Director Kuhs:

- As was stated before of setting budget perimeters for this project is important; referendum is certainly an option but that is a different situation which would require further discussion.

Commissioner Doherty:

- Recommends go out for an RFP (like the District did with the Golf course) for Architects and sit down and interview them; the Board picks the architect based on the interview, portfolio; asks the architect to design a few options; the estimated costs; it may not be the features we end with but that is where the resident committee comes in and staff input.
- Do a RFP and get an architectural firm (if not staying with FGM) ; look at the different options (maybe every million); Board could come up with a comfortable figure working with staff recommendation, architect and residents and try to piece together a design.

Executive Director Kuhs:

- Send out with a RFP and get qualified firms – asking them to submit their material; staff could narrow them down to three companies; the three companies could come in and interview with the board (have conceptual ideas of what they have done with other Park District's facilities- based on their experience).

The Board and Executive Director Kuhs discussed:

- The process on getting RFP's together, interviewing several Architects; staff will present a draft RFP for the review by the Board at the April meeting;
- Discussed debt, referendums and what the future holds for new projects.

NEW BUSINESS

None

ADOPTION ITEMS

- A. Ordinance 710-Combined Annual Budget & Appropriation Ordinance 2015
Executive Director Kuhs stated the final recommended Combined Annual Budget & Appropriation Ordinance for FY 2015 was included in the Board packet. Staff recommends Board approval.

MOTION

Commissioner Starr moved to approve the Ordinance 710-Combined Annual Budget & Appropriation of funds for Mt. Prospect Park District, Cook County Illinois, for the Fiscal Year beginning on the first day of January 2015, and ending on the 31st day of December 2015; seconded by Commissioner Massie.

Discussion: None

Approved Regular Meeting
3-18-15

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

- B. Ordinance 711- An Ordinance Declaring as Surplus and Authorizing the Sale, Trade-in, Conveyance or Disposal of Surplus Personal Property of the Mt. Prospect Park District, Cook County, Illinois

MOTION

Commissioner Massie moved to approve the Ordinance 711- Declaring as Surplus and Authorizing the Sale, Trade-in, Conveyance or Disposal of Surplus Personal Property of the Mt. Prospect Park District, Cook County, Illinois; seconded by Commissioner Klicka.

Discussion: None

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

COMMENTS/MATTERS FROM COMMISSIONERS:

Commissioner Starr explained on July 7th, the American Legion Baseball team (coached by Commissioner Starr) will conduct a training session clinic at Friendship Park for NWSRA's A & B softball teams. The Legion players will be physically standing behind each position and coaching/helping the NWSRA players understand what their position should be doing/how they should react during a regular game.

Motion

Commissioner Doherty moved to adjourn to closed session:

SECTION 2 (C)(11): LITIGATION-TO DISCUSS THREATENED AND PROBABLE OR IMMINENT LITIGATION AGAINST THE PARK DISTRICT.

Approved Regular Meeting
3-18-15

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 Klicka.

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

Open Session was reconvened at 9:07 p.m.

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

A. Approval of Separation Agreement and General Release regarding Catherine Miller-Domagalski

Commissioner Doherty moved to approve and authorize the Executive Director to execute and deliver the Settlement Agreement and General Release with Catherine Miller-Domagalski.

Seconded by Commissioner Klicka.

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

ADJOURNMENT

There being no further business to discuss, Commissioner Doherty moved to adjourn the Regular Board Meeting at 9:09 p.m.; seconded by Commissioner Starr and carried by unanimous voice vote.

Respectfully submitted,

William J. Starr, Secretary