

APPROVED

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, April 29, 2015 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
Ray Massie
Lisa Tenuta
Susan Walsh

Administrative Staff:

Greg Kuhs, Executive Director
Brett Barcel, Director of Golf Operations
Jim Jarog, Director of Parks & Planning
Barry Kurcz, Director of Business Services & HR
Brian Taylor, Director of Recreation
Ruth Yueill, Supt. of Community Relations & Marketing
Jeff Langguth, Head Golf Pro
Teri Wirkus, Executive Professional Compliance Manager

Professionals:

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

Visitors:

Jim Murphy, RTPD
B. Johnston
Pat Walsh
Louis Goodman
Kathy Scaletta
Mary Ellen Papa
Nolan Murphy
Kerry Knapp
Stew & Kathi Smith
Robert Kawalek
Marilyn Bradtke
Connie Carisielli
Lauren Wagner
Diane Geraghty

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Commissioner Klicka moved to approve the minutes of March 18, 2015 Regular Board Meeting; seconded by Commissioner Massie.

Discussion: None

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

Motion passed.

CALL FOR RECESS OF MEETING

President Kurka called for a recess of the Board Meeting to administer the oath of office to Commissioners.

OATH OF OFFICE

Commissioner Starr administered the Oath of Office to Timothy Doherty-William Klicka- Michael Murphy and Lisa Tenuta. 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 Starr 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.

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- 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 new and 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.

<u>Roll Call Vote</u>	Present
Commissioner Kurka	X
Commissioner Doherty	X
Commissioner Starr	X
Commissioner Klicka	X
Commissioner Massie	X
Commissioner Tenuta	X
Commissioner Murphy	X

President Kurka read the

ADOPTION OF RESOLUTION NO. 712- HONORING SUSAN WALSH

For Exemplary Service as Commissioner of the Mt. Prospect Park District

Whereas, Susan Walsh has served as Commissioner from May 13, 2011 to April 29, 2015;

Whereas, during Susan Walsh's term of office numerous facility developments and improvements took place, among them the roof rehabilitations at Lions Recreation Center and RecPlex; Carboy Maintenance Facility (renamed the Walter Cook Maintenance Facility in 2013) and the expansion of the Veterans Memorial; Whereas, Susan Walsh witnessed the joint use agreement with Township High School District #214 for an artificial turf field at Prospect High School; the major renovation of the Mt. Prospect Golf Course; the joint effort with the Arlington Heights Park District to develop a new Dog Park at Melas Park; and under whose tenure the District continued to be awarded the Certificate of Excellence in Financial Reporting Achievement; Whereas, Susan Walsh has served on the following Board Committees: Policy, Golf and Future Directions; and provided suggestions to help Mt. Prospect Park District improve the transparency of documents and information to the public; Therefore, be it resolved that Commissioner Walsh merits this public acknowledgement of her dedicated performance of duty. As an expression of gratitude for her many hours of public service and perseverance we sign this document, a permanent memento to honor her and her efforts on behalf of the Park District's residents. The Secretary of the Board of Commissioners, Mt. Prospect Park District, is directed to move that this resolution becomes an official part of the minutes of this meeting; and that a signed and sealed resolution be publicly present to Susan Walsh. This resolution offers the thanks and best wished of the District's Board of Commissioners and staff. This Resolution dated this April 29th, 2015. Congratulations.

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Comment:

Commissioner Walsh remarked that it was her privilege and honor to serve as Commissioner of the Mt. Prospect Park District. She had the pleasure of meeting and talking with residents at board meetings. She remarked being a commissioner was such an interesting experience and she learned so much. She feels these people deserve a great government. She also suggested and asked her fellow commissioners make the audio recordings of board meeting available on the park district website because of the abundance of information that is presented at board meetings. The fabulous presentation from Tracy Crawford, NWSRA Executive Director was one example she gave for a reason to post the audio tapes on the district's website.

Commissioner Walsh thanked Marilyn Adamski (CCC receptionist) for her positive and happy disposition when answering the phone and a special thanks to Teri Wirkus for professionalism and working so hard for the board, (especially helpful to her) and commended her for a job well done.

MOTION

Commissioner Doherty moved to adopt Resolution No. 712 Honoring Susan Walsh for exemplary service as Commissioner of the Mt. Prospect Park District; seconded by Commissioner Klicka

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

Motion passed.

PUBLIC COMMENTS

Louis Goodman addressed the board with the following comments:

- Congratulations to the new board member and the re-elected members.
- Mrs. Walsh had the interest of the tax payers and would ask a lot of questions.

Susan Walsh addressed the board with the following comments:

- Reiterated that she would like the audio recordings of the board meetings be put on the website.
- Asked for any feedback from the Commissioners as to if any of them would be interested in putting the audio recordings from board meetings on the website; the Village does provide video tapes of their meetings.

President Kurka stated the Board will take the audio recordings suggestion under advisement and noted the Board has discussed this topic in the past and will revisit it – possibly including this discussion at a future meeting.

Tom Hoffman, Attorney explained the history and practice for audio recordings being made primarily as an aid in transcription of the minutes. At present the recordings fall in the purview of the Freedom of Information Act (FOIA) and he believes the recordings are now considered a public record and would be available for release under FOIA .

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Executive Director Kuhs went on to explain that the district is now retaining the audio recordings from meetings, and the district does periodically submit requests for permission from the State for documents to be destroyed - governmental agencies need to follow certain rules/procedures for destruction of records.

Susan Walsh feels that residents should not have to FOIA audio recordings of board meetings; the Village has video recordings online; if the board (example) talks about the pool, it would be helpful to hear the audio recordings; also believes the budget and appropriation for 2015 should be posted on the website.

Commissioner Tenuta agreed that the audio recordings (whole/partial meetings or important presentations) could be online; needs to be discussed by the board and placed on a future agenda.

Tom Hoffman and Susan Walsh discussed if the audio recordings were available through FOIA; would audio recordings be considered a public document and could anyone put it online—Mr. Hoffman explained there would have to be additional consideration.

Susan Walsh reiterated that the audio recordings of open meetings should be put on the website due to the fact that there are large projects coming up (the Village put their video tapes online-to be transparent) so the public would be able to hear what is being discussed.

PARKS FOUNDATION

Executive Director Kuhs stated the next foundation meeting will be on May 6th - 6 p.m at the Conservatory.

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. Lee also explained the reason the District would like to open up a new bank account for the selling of used equipment, trucks, etc. and generate more interest in selling of the surplus equipment through Govdeals.com.

Commissioner Massie asked if other districts that use this system.

Director Jarog explained some districts & villages use Govdeals.com (nationwide) and that is the reason for the new bank account (the account would be a sweep account – as funds come in, on a daily basis funds would automatically be transferred into our normal bank account).

MOTION

Commissioner Starr motioned to accept the establishment of The Glenview Bank account to facilitate transactions that will occur on Govdeals.com to sell off surplus-no longer useful items for the park district; seconded by Commissioner Klicka

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

RATIFICATION OF ACCOUNTS PAYABLE

Commissioner Klicka moved to ratify March 2015 Accounts Payable checks and EFT's in the amount of \$1,002,895.62 check number 180284 through 180571; seconded by Commissioner Massie.

Discussion:

Commissioner Tenuta asked to have a future discussion about vehicle fuel; which vehicles are taken home; asked the discussion item be put on the agenda.

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

Motion passed.

RATIFICATION OF PAYROLL

Commissioner Klicka moved to ratify March 2015 Payroll checks and Direct Deposits in the amount of \$454,583.66 check number 10404 through 10805 (amended as listed on this report); seconded by Commissioner Massie.

Discussion: None

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

Motion passed.

EXECUTIVE REPORT

Executive Director Greg Kuhs reviewed the following report:

- Dara James Park Project: completed by the end of May; a tentative date of June 6th (Saturday) for a park dedication (more details to come).
- Going out to bid soon for: Pavement repair scheduled for the Studio parking lot, FPC ; ComEd high lines pathway (noted we also applied for grant through Com Ed to help defray costs).
- Village of MP scheduled installation of backup generator for the village well near the golf maintenance garage
- Golf course plat consolidation was approved on April 21st at the Village
- Golf tours start in May on Saturday mornings for the public at the Golf Course

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- Kids on Stage Director Paula Winkler is retiring after 26 years of service to the District; there is an article in the paper and we appreciate all that she has done for the District.
- This is recital month for the dance program.
- Plant sale at Friendship Conservatory on May 9th.
- Updated organizational charts have been handed out tonight.

Discussion: Commissioner Starr asked Director Jarog to explain confined space and the equipment necessary. Director Jarog explained the OSHA mandated statement for confined spaces and the equipment purchased and the training (air quality etc.). There was also discussion the checking the lighting for the athletic fields.

Commissioner Starr also congratulated Ruth Yueill, Cheryl Lufitz and Ann Zimmerman on their promotions.

UNFINISHED BUSINESS

A. RFQ/RFP Big Surf Pool Potential Renovation Options -(Discussion)

Executive Director Kuhs stated that staff would publish the appropriate notice to invite qualified firms to submit information for consideration regarding plans for a potential renovation of Big Surf Pool.

Draft timeline:

- May 21-Deadline for submitting Statement of Interest, Statement of Qualifications and Performance Data
- May 26-June 12-Staff reviews submitted information, selects/interviews firms-chooses firms for BOC interview
- June 17- Special meeting-BOC interviews firms
- June 24- BOC selects firm to enter into agreement with- developing conceptual plans, cost estimates, etc.
- July 29-BOC approved agreement with firm
- August 26-Firm present initial conceptual plans, cost estimates, and other information

Executive Director Kuhs suggested holding a Special Board meeting (prior to the regular June Board Meeting) to allow for Board interviews of the final three firms.

**All commissioners are comfortable with the timeline and agreed to proceed.

NEW BUSINESS

A. Intergovernmental Agreements- School District 57 & 59 (Discussion)

Executive Director Kuhs explained that staff has spent several months working on the agreements with the school districts and feels comfortable the agreements which establish a fair balance of facility usage and service between our agencies.

Commissioner Tenuta asked if there were any major changes on this document.

Director Brian Taylor explained there were a few changes with District 57. District 59 is a brand new agreement for the use of the facilities and after school activities.

Commissioner Starr asked if the District has an intergovernmental agreement with District 214.

Director Taylor stated staff was currently working on negotiating an updated agreement with District 214.

B. Logo Revision- Mt. Prospect Golf Club (Discussion & Possible Approval)

Executive Director Kuhs explained the background of the golf course logo. The intent behind updating the logo is to play up the historical reconstruction of the course as our main selling feature and that the course has been returned to a classic golf course design which is quite unique. We want to promote this element in every feature of the golf course facility from scorecards, website, brochures, tee signs and our club logo on items for resale.

Director Brett Barcel did mention that the colors of the logo are going to be tweaked; discussed a little bit about the marketing campaign for the golf course.

Louis Goodman, resident- suggested bigger park district decals on the side of our district owned trucks.

Attorney Tom Hoffman asked several questions regarding the legal aspects of the logo (any conflicts with the trademark or copy right infringements) ; discussion ensued.

ADOPTION ITEMS

A. Ordinance No. 713 – An Ordinance Providing for the Borrowing of Money by the Mt. Prospect Park District from the Glenview State Bank for the Purpose of Using the Proceeds Thereof to Purchase Sixty-nine (69) Golf Carts and One Utility Cart Capable of Utilizing Unique Proprietary GPS Functionality, System and Equipment, Authorizing the Purchase of Such Carts, and Providing for the Execution and Delivery of a Promissory Note in Connection Therewith

Executive Director Kuhs explained that in November 2014, the Board approved the Capital Projects/Equipment list for FY 2015 which included funds for new golf carts and a GPS system. Staff and legal counsel have determined the best way for the district to acquire new golf carts is take out a short-term loan through The Glenview State Bank to finance the carts, interest rate is 2.5% over two years and the GPS system will be a lease (which would not be paid from the loan proceeds).

Discussion:

Attorney Tom Hoffman reviewed exhibit A & B of Ordinance 713 with the Board.

Commissioner Starr & Commissioner Tenuta asked for clarification of wording and the monthly lease payments.

Tom Hoffman clarified both.

MOTION

Commissioner Starr moved to approve the Ordinance No. 713- An Ordinance Providing for the Borrowing of Money by the Mt. Prospect Park District from The Glenview State Bank for the Purpose of Using the Proceeds Thereof to Purchase Sixty-nine (69) Golf Carts and One Utility Cart Capable of Utilizing Unique Proprietary GPS Functionality, System and Equipment, Authorizing the Purchase of Such Carts, and Providing for the Execution and Delivery of a Promissory Note in Connection Therewith in the Amount of \$262,000 as term, using interest of 2.5% interest; seconded by Commissioner Massie.

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

APPROVAL ITEMS

A. Approve Equipment Rental Agreement with GPSi for the leasing of a mobile golf information system comprised of equipment with selected features described therein, and authorize the Executive Director to execute and deliver same

Executive Director Kuhs stated that staff recommends approval of the lease of the GPS systems (Equipment Rental Agreement) which is designed to work with the new golf carts.

MOTION

Commissioner Massie motioned to approve Equipment Rental Agreement with GPSi for the leasing of a mobile golf information system comprised of equipment with selected features described therein, and authorized the Executive Director to execute and deliver same with monthly payment amount of \$3,243.00 for 48 months; seconded by Commissioner Starr.

Discussion: None

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

**B. RCG Landscape Architectural/Professional Design Services - Einstein Park Play Area
Redevelopment**

Executive Director Kuhs explained the OSLAD grant (matching grant) for the renovation of Einstein Park had been suspended from the State by the Governor’s office. The suspension presently applies to all OSLAD grants across the State. Staff recommends proceeding with the replacement of the playground in 2015 and if, in the future, grant funds become available, we could re-apply or potentially access the approved grant funds to complete the other improvements to this park.

Discussion:

Commissioner Klicka discussed with Executive Director the concerns of the grant money and the steps to take in the meantime; it was stated that the district funds to complete the playground at Einstein have been budgeted, and if grant money comes available at a later dates, the district could reapply for the grant to complete the other improvements.

Commissioner Starr and Director Jarog discussed the pros & cons on proceeding; Einstein Park needs to be fixed.

Commissioner Doherty said tonight we are approving the first step: which is the design on the Einstein Park playground and then we would proceed from there with resident meetings etc.

Executive Director Kuhs explained the District will follow the similar format as with Dara James Park last year by presenting conceptual drawings of playground equipment and inviting residents to come in to provide input and feedback.

Director Jarog also explained that a new playground will need to meet ADA requirements and we anticipate using funds from the Special Recreation Fund to cover these costs.

Commissioner Tenuta asked when residents meetings would be held so we can explain the grant situation and our hopes are to do more in the future if we receive grant money.

MOTION

Commissioner Massie motioned to approve the proposal as presented from RCG to provide Landscape Architectural/Professional Design Services for the redevelopment of Einstein Park Play Area; seconded by Commissioner Doherty.

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

Louis Goodman, resident: discussed with President Kurka the cost of designing the playgrounds and the GPS system at the golf course.

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Commissioner Starr asked about the sound system for the Veterans Memorial (and other programs). Director Taylor explained that the system has been bought and the figures will be in the next month's report.

Lee Howard explained the internal fund and where to find details in the rainbow report under internal funds (park Improvements).

COMMENTS/MATTERS FROM COMMISSIONERS

Commissioner Tenuta stated that she's still receiving questions from residents concerning the crossing on Central Road by Melas Park and Central Community Center; residents would like to send their children over for open skate etc. but feel this area is dangerous.

Director Jarog responded the Village has obtained funds to do the crossing by Melas Park (realign the crossing and install a strobe light); there are no plans at this time for CCC crossing but they are planning to eventually allow traffic to exit on Miller to relieve the traffic and the crossing does not meet certain IDOT criteria.

Commissioner Klicka asked if the driving range could open before the golf course. Director Barcel indicated it would depend on how the grass matures and weather.

CLOSED SESSION

MOTION

Commissioner Doherty motioned to go to closed session to discuss:

Section 2c(11): Litigation-to discuss threatened and probable or imminent litigation against the Park District and

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 Starr.

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

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Open Session was reconvened at 9:14 p.m.

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

A. Approval of Separation Agreement and General Release regarding Gail Gianpetro

Commissioner Doherty moved to approve and authorize the Executive Director to execute and deliver the Settlement Agreement and General Release with Gail Gianpetro; Seconded by Commissioner Massie.

<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 Murphy	X		
Commissioner Starr	X		
Commissioner Tenuta	X		

Motion carried.

B. Approval of Settlement of 2007 and 2008 Tax Levy Rate Objections

Commissioner Doherty moved to approve settlements of 2007 and 2008 Tax Rate Levy Objections as recommended by legal counsel; Seconded by Commissioner Starr.

<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 Murphy	X		
Commissioner Starr	X		
Commissioner Tenuta	X		

Motion carried.

ADJOURNMENT

There being no further business to discuss, Commissioner Doherty moved to adjourn the Regular Board Meeting at 9:18 p.m.; seconded by Commissioner Starr and carried by unanimous voice vote.

Respectfully submitted,

William J. Starr, Secretary