

REGULAR BOARD MEETING

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, June 25, 2014 at Central Community Center Facility of said Park District. President Doherty called the meeting to order at 7:00 p.m. On roll call, the following officers and commissioner were present:

Tim Doherty
Steve Kurka
Bill Klicka
Ray Massie
Bill Starr

Administrative Staff:

Greg Kuhs, Executive Director
Cathy Miller, Director of External Affairs
Brett Barcel, Director of Golf Operations
Jim Jarog, Director of Parks & Planning
Brian Taylor, Director of Recreation
Teri Wirkus, Executive Professional Compliance Manager
Jeff Langguth, Head Golf Pro

Professionals:

David Harris, State Representative
Tom Hoffman, Attorney
Dave Phillips, V.P. Speer Financial
Jeff Zurlinden, Nicholas & Associates
Dave Esler, Esler Golf Design
Ben Kutschied, RCG Design

Visitors:

Ken Orms
Robert Kawalek
Chas. Westierling

CHANGES OR ADDITIONS TO AGENDA

Director Kuhs stated under the Adoption section of the Agenda, Item C (Motion to amend the motion previously adopted at the June 5, 2014 park board meeting approving the execution and delivery of Standard Form of Agreement between the park district and Wadsworth Golf Construction Company of the Midwest in order to correct the scope of work and the Contract Sum) should be removed from the Agenda.

After the agenda was finalized on June 20, we received a fully executed copy of the Agreement from Wadsworth Golf Construction Company, so this agenda item no longer applied.

APPROVAL OF AGENDA

Commissioner Starr motioned to approve the agenda as amended; seconded by Commissioner Klicka and carried by unanimous voice approval.

APPROVAL OF MINUTES

Commissioner Kurka motioned to approve the minutes of the Special Board Meeting of May 14, 2014; seconded by Commissioner Klicka and carried by unanimous voice vote.

Commissioner Kurka motioned to approve the minutes of the Regular Board Meeting of May 28, 2014; seconded by Commissioner Klicka and carried by unanimous voice vote.

Commissioner Kurka motioned to approve the minutes of the Special Board Meeting of June 5, 2014; seconded by Commissioner Klicka and carried by unanimous voice vote.

SERIES 2014A G.O. BONDS & 2014B DEBT CERTIFICATE SALE RESULTS REPORT

Dave Phillips, V.P. Speer Financial, provided an oral report on the sale of the \$8m Bonds & the \$1m Debt Certificates. The copies of the award report from Speer Financial were handed out to the Board Members.

PUBLIC COMMENT

None

PARKS FOUNDATION

Executive Director of the Foundation and Director of External Affairs, Cathy Miller, provided a verbal report on the recent Mt. Prospect Park Foundation and District 214 Golf Outing. The event was a huge success, and she thanked all staff involved in making this event a great one. The next foundation meeting will be Wednesday, August 6th.

COMPREHENSIVE ANNUAL FINANCIAL REPORT (Annual Audit) –FY 2013

Laurie DeFrazio from Knutte & Associate (Auditors) provided the Board with an overview of the audit process and the testing their firm performs on the accounting functions of the district. She said the audit process went smooth with no issues, and complimented GAI on providing them with the necessary information to perform their audit. The district again received the Government Finance Officers Association (GFOA) Certificate of Achievement for excellence in achieving the highest standards of accounting and financial reporting with the comprehensive annual financial report for FY 2013.

Commissioner Starr asked Laurie DeFrazio (auditor) with her experience with other park districts if she is amazed to how good the MPPD organization is and congratulations should go to the district. Lee Howard stated that the district works as a team.

Commissioner Kurka also stated that the district has received the Government Finance Officers Association (GFOA) Certificate of Achievement for excellence this year and many previous years.

MOTION

Commissioner Massie motioned to accept the Annual Comprehensive Financial Report, Annual Audit, Fiscal Year 2013; seconded Commissioner Klicka.

Discussion:

Robert Kawalek addressed the Board

- Couldn't find the audit on line until today; only the firm name was on the audit with no names; no qualifications of the people who did the audit; a lot of back slapping going on.

Executive Director, Greg Kuhs explained the Audit will not be posted on our website until the Board has accepted the audit.

Commissioner Kurka explained that this is an Audit (from an outside source) and you cannot change an audit.

<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.

Representative David Harris presented a "Certificate of Recognition" from the Illinois House of Representatives (98th General Assembly) to Brett Barcel, Jeff Langguth and Serfin Figueroa, Jr. That stated: In recognition of your prompt lifesaving actions in resuscitating stricken golfer Jim Drain of Mount Prospect-signed by Michael J. Madigan and Timothy D. Mapes.

FINANCIAL ADVISOR'S REPORT

Lee Howard, 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 moved to ratify the payment of the accounts payable for the month of May 2014 for check numbers 169103 through 169388 in the amount of \$824,599.11; 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 Starr	X		
Commissioner Tenuta			X
Commissioner Walsh			X

Motion carried.

RATIFICATION OF PAYROLL

Commissioner Klicka moved to ratify the payment of the salaries and wages for 05/07/14, 05/21/14 & 05/27/14; check numbers 209129 through 210204 in the amount of \$305,604.41; 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 Starr	X		
Commissioner Tenuta			X
Commissioner Walsh			X

Motion carried.

EXECUTIVE REPORT

Executive Director Greg Kuhs remarked:

- Canine Commons at Melas Park, grand opening on June 21st, 2014 was fantastic. All our departments came together and did a great job. Commissioner Kurka attended and spoke on behalf of the park district. Commissioner Kurka said a lot of people made a point to say that this dog park was great idea.
- Big Surf/Meadows Pool up and running.
- 5K Run Strive for Five at Lions Park-people had a great time.
- Very strong numbers for Summer Camp - comparable with 2013 registration.
- Summer Concerts have started at Lions Park for the summer.
- Implementation of the new accounting system is planned to start January 1, 2015.
- Dara James Playground Project-neighborhood meeting is Thursday June 26, 2014. Plans will be finalized and presented to the Board at the July Board Meeting prior to going out to bid.

Commissioner Starr asked if AT&T data lines were the best deal and if we have looked at other companies. Executive Director Kuhs explained that we have looked at other companies and AT&T was the best option to go with.

UNFINISHED BUSINESS

A. Golf Course Renovation Progress Update

- Jeff Zurlinden, Nicholas & Associates reported that work has started on the project with much of the first days being spent mobilizing and installing silt fencing. Large equipment will begin shaping holes and other areas on the course within the next few days.
- MWRD & Army Corp of Engineers Permits have been approved/issued. IDNR permit approval/issuance is expected any day.

B. Einstein Park- IDNR/OSLAD Grant Application

- Ben Kutschied, RCG Design (the landscape architect we are using for this project and the grant application) provided an overview of the grant application process and reviewed the final design (which was developed based on input & comments received at the June 17 neighborhood meeting about Einstein Park).

MOTION

Commissioner Doherty motioned to approve the concept and grant application process of the Einstein Park; seconded by Commissioner Massie.

Roll Call Vote

Aves

Nays

Absent

Commissioner Doherty
 Commissioner Klicka
 Commissioner Kurka
 Commissioner Massie
 Commissioner Starr
 Commissioner Tenuta
 Commissioner Walsh
 Motion carried.

X
X
X
X
X

X
X

C. IAPD Self Evaluation

- Director Kuhs noted that information from IAPD about the types of things covered in a Board Self Evaluation were included in the Board Packet. He also noted that he had reached out to IAPD to check their availability in August and September (if the Board decided they wanted to do the self-evaluation process) but had not heard back from IAPD.

Commissioner Starr stated after his review of the IAPD information in the packet, he felt the district was fine other than enforcing the Roberts Rules of Order more consistently. President Doherty also explained that Tom Hoffman, attorney had also offered his services to review the self-evaluation topics with the Board as well if they were interested.

MOTION

Commissioner Klicka motioned not to have an IAPD Self-Evaluation done; 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 Starr	X		
Commissioner Tenuta			X
Commissioner Walsh			X
Motion carried.			

ADOPTION

A. ORDINANCE 697:

Commissioner Kurka motioned to adopt ORDINANCE 697-AN ORDINANCE DETERMINING THE GENERAL PREVAILING RATE OF WAGES FOR LABORERS, MECHANICS AND OTHER WORKERS ENGAGED IN CONSTRUCTION OF PUBLIC WORKS COMING UNDER THE JURISDICTION OF THE MT. PROSPECT PARK DISTRICT FOR THE PERIOD OF JUNE 1, 2013 THROUGH JUNE 30, 2015; seconded by Commissioner Klicka.

Discussion: None

<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.			

B. Motion to amend the motion previously adopted at the May 28, 2014 park meeting awarding Bid Package #1 to Wadsworth Golf Construction Company of the Midwest (in order to correct the scope of work and the bid amount).

Executive Director Kuhs explained the reason for the amendment which was previously adopted on May 28, 2014 awarding Bid Package #1.

MOTION

Commissioner Kurka moved to amend the motion previously adopted at the May 28, 2014 park board meeting awarding Bid Package #1 to Wadsworth Golf Construction Company of the Midwest, to read as follows: "I move to award bid Package #1 to Wadsworth Golf Construction Company of the Midwest in the amount of \$5,969,052 which includes acceptance of Alternates 7, 8, 9 and 24 as specified in the submitted bid."; seconded by Commissioner Starr.

Discussion: None

<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.			

Discussion:

Robert Kawalek addressed the Board:

- Questioned if the Board found it troubling with a \$90,000 error on the contract; hopes the Board fully comprehends what is being discussed.

Ken Orms addressed the Board:

- With the oversight of the \$90,000 could we save money with removal or reducing the cart paths? The Board explained the design and project are set and have been finalized.

C. Previously removed from the Agenda.

D. Motion to ratify the President's execution and delivery of AIA Agreement A101/CMa with Wadsworth Golf Construction Company of the Midwest as presented.

MOTION

Commissioner Kurka moved to ratify the President's execution and delivery of AIA Agreement A101/CMa (Standard Form of Agreement between Owner (Mt. Prospect Park District) and Contractor (Wadsworth Golf Construction Company of the Midwest) where the basis of payment is a Stipulated Sum-Construction Manager-Advisor edition in the sum of \$5,969,052 which includes 7, 8, 9 and 24, as presented; seconded by Commissioner Klicka.

Discussion: None

<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.	

E. Adopt change order procedure for golf course renovation contracts.

Executive Director Kuhs noted:

- The goal of this change order procedure (allowing the Executive Director be authorized to execute change order(s) to the golf course construction contracts not exceeding in the aggregate amount of the respective allowance included in any such contract, provided that such change order(s) is/are recommended by the Architect and/or the Construction Manager, and further provided that with respect to any change order subject to the provisions of 720 ILCS 5/33-E-9 the Executive Director shall have first made and filed with the park district a written determination such as is required by said statute) is to provide a method that will help avoid delays to the progress of the golf renovation project.
- In each contract amount approved with the bidders, an allowance dollar amount was included for the purpose of managing change orders which may occur once the project is started. (Allowance amounts: Wadsworth-\$100k, Advance Giannini-\$25k, Accu-pave-\$25k.)
- There will most likely also be some credits that will be issued based on work that may be completed by park district staff instead on a contractor.

MOTION

Commissioner Massie moved that the Executive Director be authorized to execute change order(s) to the golf course construction contracts not exceeding in the aggregate the amount of the respective Allowance in any such contract, provided that such change order(s) is/are recommended by the Architect and/or the Construction Manager, and further provided that with respect to any change order subject to the provisions of 720 ILCS 5/33-E-9 the Executive Director shall have first made and filed with the park district a written determination such as is required by said statute”.

Discussion: None

<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 ITEMS

A. Acceptance/Rejection of Bids for RecPlex Parking Lot Repairs - Arrow Road

MOTION

Commissioner Starr motioned to accept Base Bid A in the amount of \$118,232/South Parking Lot at RecPlex and Base Bid B in the amount of \$84,642/North Parking Lot at RecPlex from Arrow Road

Construction for RecPlex Parking Lot renovation work. I also recommend we include a 10% project contingency allowance of \$20,287 for a total of \$223,141 for RecPlex Parking Lot Repairs; seconded by Commissioner Kurka.

Discussion: None

<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.			

B. Acceptance/Rejection of Bids for Tennis Court Color Coating-First Impression Inc.

MOTION

Commissioner Star motioned to accept Alternate B from First Impression Inc. for Tennis Court Color Coating at Friendship, Busse and Clearwater Parks for a cost not to exceed \$64,950; seconded by Commissioner Klicka.

Discussion:

Commissioner Starr asked if the cracks will also be filled. Jim Jarog, Director of Parks and Planning explained that cracks will be filled and the courts will look like new when completed. He is also working on a schedule between all the court locations so not all the tennis courts will be closed at the same time (the work will be done between July and September).

<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 SINE DIE

A. ANNUAL MEETING OF THE MT. PROSPECT PARK DISTRICT BOARD OF COMMISSIONERS

- Annual meeting called to order for the purpose of the election of the President and Vice president of the Board of Commissioners, the appointment of the Secretary and Treasurer.

President Doherty moved to appoint a temporary Chairperson (Executive Director Kuhs) who will conduct the election of the president only; seconded by Commissioner Massie and carried by unanimous voice approval.

Executive Director Kuhs (temporary Chairperson) called for nominations for President for one year or until a successor has been duly elected or appointed. Commissioner Doherty nominated Commissioner Kurka for President; seconded by Commissioner Klicka and with no further nominations – the temporary Chairperson closed nominations. Executive Director Kuhs calls for a motion to elect the President. Commissioner Doherty motioned to elect Commissioner Kurka as President for one year or until a successor has been duly elected or appointed; 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 Starr	X		
Commissioner Tenuta			X
Commissioner Walsh			X
Motion carried.			

- Newly elected President Kurka presides. President Kurka calls for nominations for election of Vice-President. Commissioner Klicka nominated Commissioner Doherty as Vice President; seconded by Commissioner Massie. Commissioner Starr nominated Commissioner Tenuta for Vice President; seconded by President Kurka. No further nominations-President Kurka closed nominations.

President Kurka called for a motion to elect Commissioner Doherty as the Vice-President for one year or until a successor has been duly elected or appointed; 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 Starr	X		
Commissioner Tenuta			X
Commissioner Walsh			X

Motion carried.

President Kurka: There was a majority vote for Commissioner Doherty as Vice-President.

- President Kurka calls for a motion for nominations for the appointment of Secretary. No further nominations. President Kurka closes nominations. President Kurka calls for a motion to appoint the Secretary. Commissioner Doherty motions to appoint Commissioner Starr as Secretary for one year or until a successor has been duly elected or appointed; 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 Starr	X		
Commissioner Tenuta			X
Commissioner Walsh			X

Motion carried.

- President Kurka calls for a motion for nominations for the appointment of Treasurer. Commissioner Doherty nominates Commissioner Klicka ; seconded by Commissioner Starr. No further nominations, President Kurka closes nominations. President Kurka calls for a motion to appoint the Treasurer. Commissioner Doherty motions to appoint Commissioner Klicka as Treasurer for one year or until a successor has been duly elected or appointed; 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 Starr	X		
Commissioner Tenuta			X
Commissioner Walsh			X

Motion carried.

- President Kurka asks for a motion to adjourn the Annual meeting and to reconvene the Regular Meeting. Commissioner Klicka motioned to adjourn the Annual meeting and reconvene the Regular Meeting; seconded by President Kurka.

<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.		

- President Kurka: Reconvenes to the Regular Board Meeting.

COMMENTS OR MATTERS FROM THE COMMISSIONERS

None

ADJOURNMENT

There being no further business to discuss, President Kurka moved to adjourn the Regular Board Meeting at 8:25 p.m.; seconded by Commissioner Starr and carried by unanimous voice vote.

Respectfully submitted,

Bill Starr, Secretary