

**APPROVED**

**REGULAR BOARD MEETING**

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, September 18, 2013 at Central Community Center Facility of said Park District. President Doherty called the meeting to order at 8:00 p.m. On roll call, the following officers and Commissioners were present:

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

Administration 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  
Barry Kurcz, Director of Business Services and Human Resources  
Teri Wirkus, Executive Professional Compliance Manager

Visitors:

Linda Waycie

**CHANGES OR ADDITIONS TO AGENDA** (for discussion purposes only)

There were none.

**APPROVAL OF AGENDA**

President Doherty motioned to approve the agenda as amended; seconded by Commissioner Tenuta and carried by unanimous voice approval.

### **APPROVAL OF MINUTES**

Commissioner Massie motioned to accept the minutes as amended of the Regular Board Meeting of July 24, 2013; seconded by Commissioner Tenuta and carried by unanimous voice approval.

Commissioner Tenuta motioned to accept the minutes of the Regular Board Meeting of August 28, 2013; seconded by Commissioner Kurka and carried by unanimous voice approval.

### **PUBLIC COMMENT**

Resident Linda Waycie stated she is interested in Transparency and stayed to listen to the Board's discussions.

### **UNFINISHED BUSINESS**

President Doherty stated that the Commissioners could ask questions concerning the Golf Maintenance Building.

Commissioner Kurka: Stated that his concerns were addressed in the last draft about the height of the building and pairing the cost down as much as possible.

Commissioner Tenuta: Wanted Groundwork to address how the Maintenance building is being hidden from view on Busse Road. The other concern is cost, cost, cost, the view and the need for money with other parks. John Green explained the view from Busse Road will be the Garden Walls. The wall of the Maintenance Building above grade would be 8-10 feet high, and the area exposed/in view will have a combination of Garden Walls (landscape, berms, etc). The building was shifted to accommodate the berm and hide the washrooms from view.

Commissioner Starr: Wanted to know if a flat roof needs to be maintained more than a pitch roof. John Green stated this was a smaller roof area and by using advanced materials there should be no additional maintenance required.

Commissioner Walsh: Stated that it seems like a lot of money for a maintenance building and people will think so too.

Resident Ken Orms: Suggested adding flowering trees to enhance the appearance for the residents on Busse Road and use vegetation to soften the building. John Green stated the use of perennial plants would be a consideration for the Garden Walls.

Residents Bob Kawalek: Wanted the definition of a Garden Wall. John Green explained the Garden Wall and the materials being used.

Resident Kevin Johnston: Wanted to know the guiding principal of the Golf Course, what is the purpose (make money to offset other parks or stand-alone). Not a fan of the golf cart paths and if we need to do the greens then do them all.

Resident Bob Kawalek: Asked if the Commissioners received his email about his position on the Driving Range and the Golf Course's financial situation. Questioned why the Park District is moving 6 holes to accommodate a driving range. Suggested maintaining the course we have and not close the golf course. If you do close the golf course, what will the Park District do to accommodate us? Has other park districts been contacted to accommodate the golfers?

Resident Mike Murphy: This process seems long and drawn out and currently the driving range is not a safe place. A lot of money is going to be spent, do not cut corners and listen to the experts. Carboy, CCC and RecPlex have been done right so make sure this is done right.

Resident Ken Orms: Suggested the need for an effective way to move the 70 carts around and minimize the carts visual impact (possibly with berms, etc).

### **MOTION:**

Commissioner Massie made a motion to authorize Esler Golf Design and Groundwork, LTD to proceed with the development of final design plans and specifications for the golf course renovation and maintenance building in preparation for the permitting process and development of bid document; seconded by Commissioner Tenuta.

### **DISCUSSION:**

Commissioner Walsh stated Dave Esler has done a great job putting together the plan but we need to do a master plan. Can't see paying 6 million to do a golf course without a comprehensive plan and input from the public on what they would like to do as far as parks. Staff does a great job and MPGC is the best Golf Course in the area (Herald Readers Award three years in a row).

Commissioner Tenuta stated that the Board can't make a solid decision unless the bids come back to understand where we are at. This motion is right on track and Dave Esler and Groundwork (John Green) have excellent plans. We need these bids to figure out where we are at and move forward. We can always scale back but we need to know where we are at.

Commissioner Doherty agrees we need to know what the prices are so we can look at the whole plan and then if need be to scale back. Not thrilled about the 6 million but we need to find out

what the bids come back with and we already have come down from the 9 million figures that was stated. Resident Bob Kawalek asked if the estimates are reliable. Commissioner Kurka stated that there are a lot of other factors and there is a window for permitting process.

Commissioner Tenuta stated that the experts told the board that there could be bidding wars (construction company are hungry right now) and we could save money and so we are trusting what the experts are saying but we need to go to bid.

Groundworks, (John Green) wanted the Board and Public to know there will be a public hearing in the Village of Mt. Prospect about the Golf Course is just the approval for any variation is part of the process.

Commissioner Walsh asked if there is a change in the timeline- would discussion takes place. Greg Kuhs, Executive Director explained that the timeline was in the packets and there could be potential timing issues as the project moves forward. Dave Esler stated that Cook County is changing the regulations as of January 1<sup>st</sup>, Chris Burke & Don Dressel stated that we need a set of plans into the county before January 1<sup>st</sup>, to be on the list. Commissioner Doherty stated the time frame won't get any tighter and we could talk about the plans but we need to get the plans submitted for approval.

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

**PARKS FOUNDATION**

Cathy Miller, Executive Director of the Foundation and Director of External Affairs stated the next meeting will be in January of 2014, and the Foundation is looking for new members.

**FINANCIAL REPORT**

Lee Howard reviewed the year to date departmental expenditures analysis, revenue trends and profitability of the District’s key revenue facilities. Commissioner Walsh inquired about the IMRF audit. Lee Howard stated the IMRF audit had positive findings. Currently the IMRF & Social Security information are in the same fund but as of January 2014, the funds will be divided into their separate funds. Commissioner Walsh asked the number of employees currently enrolled in IMRF. Lee explained he did not have exact numbers but he thought there were approximately 80 full and part-time employees enrolled.

**RATIFICATION OF ACCOUNTS PAYABLE**

Commissioner Kurka moved to ratify the payment of the accounts payable for the month of August 2013 for check numbers 166608 through 166899 in the amount of \$690,634.83; seconded by Commissioner Tenuta.

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

**RATIFICATION OF PAYROLL**

Commissioner Kurka moved to ratify the payment of the salaries and wages for 08/14/13 & 08/28/13; checks numbers 202232 through 203209 in the amount of \$357,429.13; seconded by Commissioner Tenuta.

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

**EXECUTIVE REPORT**

Greg Kuhs, Executive Director reviewed the Rollover Bond Sale conference call with Standard & Poor’s rating agency about the financial condition of the park district. Based on this call and the information the rating agency gathers from our most recent audit, they will determine our bond rating for 2013. The bond rating last year, 2012 was AA/Stable. The bond sale will take place on October 16 and the adoption of the Bond Ordinance for 2013 will be on the agenda item at the October 16 Board Meeting. Staff continues to work on the FY 2014 budget. A Special Meeting is called on November 5th, Tuesday at 6p.m. for the discussion only of 2014 Budget. Staff is planning to present a list of recommended capital improvements/project for review at the October 16<sup>th</sup> Board Meeting. Kuhs reminded the Board about the invitation to attend the Special Leisure Services (Celebrate Ability Event) on November 1<sup>st</sup>, 2013. Barry Kurcz’s report explained the PPACA compliance update on notifications to employees by October 1<sup>st</sup>. The greens at the golf course are being aerated this month. The Village of Mount Prospect notified the park district that the development of a Dog Park at Melas Park would be allowed per the Village and there agreement with MWRD. Kuhs indicated there is a meeting later this month with Arlington Heights and Mt. Prospect Park District staff to work on a business plan. It was noted that RecPlex Pool opened as scheduled on Labor Day and Sunday lap swim increased its

hours of operation by opening to the public at 8:30 a.m. instead of 10a.m. Staff will also look into providing additional aquatic programming during these earlier hours on Sundays.

President Doherty stated there is one more item under Unfinished Business discussed last meeting, the email process. Greg Kuhs, Executive Director had a discussion with the Board and included the copy of the process/steps (for emails) and feels this is necessary and provides an established way for the Board to respond to emails received through the website in an accurate and responsible manner. Commissioner Walsh discussed the Meadows Pool emails. Greg Kuhs explained we received numerous thank you emails at one time and wanted to group these emails together and send to the Board. Commissioner Tenuta suggested that in the future it would be a good idea to send an (FYI) email to the Commissioners in this type of situation. Overall she feels the established process is good. All the Commissioners had a discussion on how the emails are sent and if the email addresses should be included and what the process is for the Board. The attorney also explained he felt the policy implemented to the email procedure should work well. Resident Linda Waycie asked about the email policy and transparency. President Doherty explained if an email is addressed to the whole Board, everyone will receive the email and the President will respond to the email on behalf of the Board because he is the spokesperson for the Board. Commissioner Kurka explained that the Commissioners on the Board should act as one unit and be unified when responding to emails. There was further discussion about the email policy with the Commissioners and the attorney. Resident Orms stated that communication among the board was important.

Commissioner Walsh made a request that she receive a copy of all emails to all Commissioners and the President with the original email addresses on the emails.

Commissioner Kurka made the motion to adopt the Policy drafted August 21,2013 to address how emails will be handle through the Park District website and disbursed to the Commissioners; seconded by Commissioner Massie.

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

## **NEW BUSINESS**

President Doherty stated next on the agenda was posting of Board Packets and Financial Documents on the website for discussion only. Greg Kuhs, Executive Director stated that the attorney reviewed the documents that we currently have on the website and we do meet the legal requirements for what needs to be posted based on current State statutes. Commissioner Kurka doesn't have a problem with posting everything but it can't be an expensive procedure nor time consuming. We have a nice website, meet legal requirements and the Village has an outside source that maintains the materials that are available through their website. The discussions continued about placing packets and financials on the website. Cathy Miller, Director of External Affairs explained the Village pays substantial amount of money to an outside source to manage documents available on their website. The conclusion of the discussion was for staff to find out the time restrains for posting such information and if there are any storage issues with doing so. Based on this, staff was directed to make a recommendation as to posting Board Packets and some financial information on the website.

President Doherty made the motion to allow Linda Waycie to address the Board on item that was not on the Agenda; seconded by Commissioner Massie and carried by unanimous voice approval.

Resident Linda Waycie thanked the Board for addressing and discussing transparency. Ms. Waycie wanted to know if the budget from past years is on the website for a comparison, a summary for the audit and if the bids for the Golf Course project would be on-line. She felt the public would like to see how the Board is reaching their decisions.

## **ADJOURNMENT**

There being no further business to discuss, Commissioner Starr moved to adjourn the Regular Board Meeting at 10p.m.; seconded by Commissioner Tenuta and carried by unanimous voice vote.

Respectfully submitted,

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Bill Starr, Secretary