

**APPROVED MINUTES**  
**REGULAR BOARD MEETING**

A Regular Meeting of the Board of Commissioners of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, March 19, 2014 at the Central Community Center Facility of said Park District. Vice President Kurka called the meeting to order at 7:04p.m. On roll call the following officers and commissioners were present:

Steve Kurka

Ray Massie

Bill Klicka

Lisa Tenuta

Administrative Staff:

Greg Kuhs, Executive Director

Lee Howard, Financial Advisor

Cathy Miller, Director of External Affairs

Brett Barcel, Director of Golf

Jim Jarog, Director of Parks & Planning

Brian Taylor, Director of Recreation

Barry Kucz, Director of Business Services & Human Resources

Teri Wirkus, Executive Professional Compliance Manager

Professionals:

Tom Hoffman, Attorney

Dave Esler, Esler Golf Design

Nick Paponicholas, Nicholas & Associates

Tom Zordan, ACG Ltd.

John Mayer, ACG Ltd.

Dave Phillips, Speer Financial, Inc.

Visitors:

Fred Durler

Mike Murphy

Charles Wetterling

John Petrie

Ed DeVaney

Tom Emanuele

Jeff Everett

Patrick Miskella

Ken Marchini

Bob Kawalek

**APPOINTMENT**

Vice President Kurka appointed Commissioner Tenuta Secretary Pro-tem for the Regular Board Meeting of March 19, 2014.

**CHANGES OR ADDITIONS TO AGENDA**

Vice President Kurka motioned to remove Ordinance 691 under the Adoption section from the Agenda, under Unfinished Business items B,C,D, E & F also be removed from tonight's agenda, and under Unfinished Business item A. Golf Course Renovation Update moved to follow the Ratification of Accounts Payable on the agenda; seconded by Commissioner Klicka.

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

**APPROVAL OF THE AGENDA**

Commissioner Klicka motioned to approve the Agenda as so amended; seconded by Commissioner Tenuta and carried by unanimous voice vote.

**APPROVAL OF MINUTES**

Commissioner Massie motioned to approve the minutes for the Special Board Meeting dated February 13, 2014; seconded by Commissioner Klicka and carried by unanimous voice vote. Commissioner Klicka motioned to approve the minutes for the Special Board Meeting dated February 26, 2014; seconded by Commissioner Massie and carried by unanimous voice vote. Commissioner Klicka motioned to approve the minutes for the Regular Board Meeting dated February 26, 2014; seconded by Commissioner Massie and carried by unanimous voice vote.

**PUBLIC HEARING**

Vice President Kurka announced the next item on the agenda is the Public Hearing, to receive comments on the 2014 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, 2014, and has been listed an item on regular board meeting agenda's since November 2013. All persons desiring to be heard will have an opportunity to present written or oral testimony with respect thereto.

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

There were none.

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

There were none.

Vice President Kurka asks for additional comments from the Public.

There were none.

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

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

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

Vice President Kurka declares the hearing finally adjourned.

**PUBLIC COMMENT**

The following individual addressed the Board:

Fred Durler

- Suggested the Park District consider contacting consultant Jim Keegan, Golf Convergence to have a study done on MPGC; Mr. Keegan completed an analysis of five courses in Minneapolis.

**PARKS FOUNDATION**

Commissioner Tenuta made the report:

- The Foundation with District 214 invites everyone to the 2014 Golf Classic; Friday June 13<sup>th</sup> Golf Classic.
- The Veterans Memorial Brick Program continues- the staff meeting with buyers; processing orders; providing orders to engravers; photographically documenting the placement on columns, etc. To date-sold 139 bricks.
- Always looking for new members for The Foundations-everyone is welcome.

**FINANCIAL ADVISOR’S REPORT**

Lee Howard, Financial Consultant, review the year to date departmental expenditures analysis, revenue trends and profitability of the District’s key revenue facilities.

Discussion: None

**RATIFICATION OF ACCOUNT PAYABLE**

Commissioner Klicka moved to ratify payment of account payable for the month of February 2014 for check numbers 168320 through 168551 in the amount of \$461,274.53; seconded by Commissioner Massie.

Discussion: None

<b><u>Roll Call Vote</u></b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>
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 moved to ratify payment of the salaries and wages for 2/12/14 and 2/29/14, checks numbers 207011 through 207732 in the amount of \$293,516.49; seconded by Commissioner Massie.

Discussion: None

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

Motion carried.

**UNFINISHED BUSINESS**

**A. GOLF COURSE RENOVATION UPDATE**

Greg Kuhs, Executive Director reviewed:

- Initial cost estimates from Nicholas & Associates for Phase 2 received late Friday.
- Cost estimates substantially higher than the latest cost estimates from Esler Design.
- Staff, architects and consultants met to review this information and determine potential changes to reduce costs of Phase 2.

Nick Paponicholas, Nicholas & Associates explained:

- Construction Documents distributed to multiple contractors - same as was done for Phase 1 cost estimating process.
- Golf Course Design Plans, Civil Engineering Plans, Irrigation Plans (which provides the quantities and scope of work information for the project contractors) is distributed to multiple contractors-they give cost estimates.
- The preliminary cost estimated from Nicholas & Associates was handed out and reviewed.
- During a competitive bidding process there could be a possible 10% savings.
- The sub-contractors for construction jobs are getting busy right now.

Commissioner Tenuta:

- Asked Nicholas & Associates if they were surprised by any of the numbers they received from the contractors.

Nick Paponicholas:

- These estimates are not hard numbers - only estimates. Contractors tend to give higher estimates in this type of exercise.

Commissioner Klicka:

- The site control/utilities seem a bit high.

Nick Paponicholas:

- Explained there is a tremendous amount of storm sewers on this project so drainage is a big component. A lot of culverts, catch basins etc. – he felt the number was competitive.

Dave Esler, Esler Design Golf Design:

- Not too worried about the estimates –we still have wiggle room with options; looking at different ways to save money.
- Esler Design is not done with the plans & specs (about 65-75% complete with the scope of work)
- Went through the specific scope of what the project absolutely needs.
- Example: may only remove the bridge at hole 18 and leave the others intact.
- Irrigation - use PVC piping rather than other material to bring down costs.
- Savings with reduction of size of greens and fairway.
- Construction specifications can be changed.
- Bunkers are another change-size, quantity and specifications.
- Reduce mulch quantity and sod (replace with fabric seeding or leave alone).
- Tree clearing and planting (could be done by staff or contractor) – look at quantity of trees.
- He is confident that the costs could go down and still have an extraordinary golf course (end goal).
- Substantial item: Possibility that MPPD staff's involvement in laying sod, putting fabric down, laying down seed, etc. Will need to evaluate limitations.  
The approach to this pricing has assumed limited involvement by staff assisting with some parts of Phase 2.
- The goals and manner to accomplish is still looking like a traditional golf course.
- Need to find ways to complete the project at a reasonable cost - using less expensive material, scope of work, construction methods, etc.

Commissioner Tenuta:

- Asked staff their thoughts on potential cost saving changes, scope etc.

Brett Barcel, Director of Golf

- Believes we should make the course improvements needed for the long term.
- Good irrigation system is important to the staff.
- Reducing the greens size but keep consistent with USGA golf specs.
- Longevity of the greens—do it right in the beginning.
- Drainage has to happen (need to comply with regulatory agencies requirements).
- Get what we need to get done for the next 30 years.

Greg Kuhs, Executive Director:

- Remind the Board: Phase 2 Bids will be open on April 10, 2014.
- Presentation to the Board for review on April 23, 2014 Board Meeting.

### **PUBLIC COMMENT**

The following individual addressed the Board:

Bob Kawalek:

- Adding the numbers for maintenance building and preliminary estimates for Phase 2 come up to around \$8.5m - more than expected on this project.
- Feels the driving range estimates need to be looked at (get those numbers down for the budget).
- Asked a question on status of the permits for the project.

Nick Paponicholas:

- Applications to all the regulating agencies have been submitted; expect in June all the permits will come in; permits are on track.

## **EXECUTIVE REPORT**

### **A. PRESENTATION OF PROPERTY REVIEW REPORT & 20 YEAR CAPITAL RESERVE PLAN FROM ARCHITECTURAL CONSULTING GROUP (ACG)**

Greg Kuhs, Executive Director reviewed:

- ACG was hired in January 2013 to complete a review, identify and develop a report to analyze the capital needs for the district's parks & facilities for the next 20 years.
- This report is designed to be a working document for staff as a planning tool to identifying capital needs for parks & facilities in the future years.

Architectural Consulting Group, LTD. Tom Zordan (Owner) reviewed:

- ACG assists in assessing, identifying, quantifying, prioritizing, and solving potential or existing physical deficiencies at real property.
- Property Condition Assessment: primarily directed at noting construction defects; components that may have less than expected useful service life; building systems which may be at or nearing end of the estimated useful service life.
- Property Condition Assessment: Developed an Executive Summary and roll up of the costs.
- MPPD has a lot of Buildings and Parks Property: Reviewed location, type/comments and building size.
- Noted that additional investigation of conditions and/or issues may be necessary at some locations.
- Estimated the significant cost items for each facility.
- Estimated the significant cost items for each park.
- Reviewed the total 20 year estimated cost summary.
- Reviewed the chart for the estimated 20 year capital reserves.

Greg Kuhs, Executive Director noted:

- Dog Park to set construction in early spring; awaiting approval of permit for project from Village of Mount Prospect; dog park has been named in the contest "Canine Commons" with over 300 votes on line.
- Staff working on the RecPlex gym floor; original floor put in 1991; bids going out in April with recommendation to the Board at the April 23 board meeting; project to start in August and take about four weeks.
- Playplex play structure to be removed at the beginning of summer; staff researching portable play structures to replace cost prohibitive current equipment.



Discussion:

Commissioner Kurka:

- Questioned if the bids have come back for the dog park.

Brian Taylor explained:

- The total amount for the dog park has come in at approximately \$155,000; Arlington Heights Park District handled the bidding process.
- Each park district's cost is estimated to be approximately \$78,000 which is less than what was approved in the capital budget.

Commissioner Tenuta:

- Residents have asked about having water or a water station for the dogs.

Greg Kuhs explained:

- Bringing water to the site is cost prohibitive right now; possibility in the future; looking at vending machines for water.

### **PUBLIC COMMENT**

The following individual addressed the Board:

Bob Kawalek:

- Wanted some clarification on the ACG presentation report; assumes this would be taken into account for the bond issues, golf course, etc. in the future.

Commissioner Tenuta:

- This report is a planning tool; provided park district and Board with good information to identify our long term capital needs/plans.
- ACG was hired back in January of 2013.

### **NEW BUSINESS**

#### **A. FINANCING OPTIONS FOR GOLF RENOVATION PROJECT AND OTHER CAPITAL PROJECTS.**

David Phillips, Senior Vice President from Speer Financial, Inc.:

- Reviewed Alternate Bonds: the recommended method of funding the golf course renovation and some playground replacement is to issue Alternative Revenue Bonds. There is a 30 day period for which residents could file a valid petition to force the sale of bonds to be put on a future ballot as a referendum question.
- Reviewed Debt Certificates: another method of obtaining funds for the golf course renovation project and some playground replacements. This financing method could be selected by the Board within their authority (not subject to a public hearing, nor petitions) The interest rate cost on Debt Certificates is much higher than Alternate Bonds.

- Speer Financial reviewed the comparative cost differences between Alternate Bonds and Debt Certificates.

**PUBLIC COMMENT**

The following individual addressed the Board:

Bob Kawalek:

- Wanted to make sure he understood that Debt Certificates are an alternate method to finance the capital projects: that is correct.

**APPROVAL ITEMS**

A. APPROVAL OF CONCESSIONS LICENSE FEE FOR 2014 GOLF SEASON- OPEN KITCHENS

**MOTION**

Commissioner Tenuta motioned to approve contracting with Open Kitchens to provide food & beverage service at Mt. Prospect Golf Club from April 1, 2014 to March 31, 2015 at a concession license fee of \$13,134 which is based on the course closing on June 15, 2014. Should the Mt. Prospect Golf Club not close on June 15, 2014, the concession license fee shall be adjusted based on a weekly rate of \$1,194 over a 36 week period; seconded by Commissioner Klicka.

Discussion: None

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

Motion carried.

**PUBLIC COMMENT**

The following individual addressed the Board:

Bob Kawalek:

- Regarding season passes: Closing Periods will cover April 1- June 15/projected re-opening of July 1, 2015.
- Would rates adjusted if these dates change.

Brett Barcel answered:

- Projected opening date is June 1, 2015.
- Shorten season- looking at offering a reduced pass in 2015. There will be several options for passes.
- Information is on the park district website regarding passes, prices and lists for other golf courses where residents may play golf at discounted rates.

**B. APPROVAL OF EXECUTIVE DIRECTOR'S SALARY FOR THE YEAR BEGINNING JANUARY 1, 2014**

**MOTION**

Commissioner Tenuta; per discussions in Closed Session at our February 26, 2014 meeting, motioned to approve increasing the salary of the Executive Director for the year beginning January 1, 2014 to \$136,500 and that his employment Agreement with the District in all other respects be ratified and confirmed; seconded by Commissioner Klicka,

Discussion: None

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

**ADOPTION**

Commissioner Tenuta motioned to approve Ordinance 692:

COMBINED ANNUAL BUDGET & APPROPRIATION ORDINANCE -2014

AN ORDINANCE MAKING A COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS FOR MT. PROSPECT PARK DISTRICT, COOK COUNTY ILLINOIS FOR THE FISCAL YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2014, AND ENDING ON THE 31<sup>ST</sup> DAY OF DECEMBER, 2014 FOR A TOTAL AMOUNT OF \$19,264,704.00.

Seconded by Commissioner Massie

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

Motion carried.

**MATTERS FROM COMMISSIONERS**

Commissioner Tenuta stated:

- Received several comments from swim team parents who would like the district purchase a scoreboard for swim meets at Rec Plex.
- Talked with Brian Taylor; looking into pricing and options for a scoreboard.
- Other Districts have scoreboards at their pools

**ADJOURNMENT**

There being no further business to discuss, Commissioner Klicka moved to adjourn the Regular Meeting of March 19, 2014 at 8:35p.m.; seconded by Commissioner Tenuta and carried by unanimous voice vote.

Respectfully submitted,

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Bill Starr, Secretary