

Approved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, December 16, 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
Lisa Tenuta
Mike Murphy
Ray Massie-absent

Administrative Staff:

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

Professionals:

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

Visitors:

Louis Goodman

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES:

Commissioner Starr motioned to approve the minutes from the Special Board Meeting of November 18, 2015; seconded by Commissioner Klicka.

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

Motion passed.

APPROVAL OF MINUTES:

Commissioner Murphy motioned to approve the minutes from the Regular Board Meeting of November 18, 2015 as amended; seconded by Commissioner Starr.

Discussion: Commissioner Tenuta requested writing more details for option two under Golf Outings 2016 in the November 18, 2015 minutes.

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

Motion passed subject to review at next meeting if applicable.

Public Comment

Louis Goodman addressed the Board asking if the Board would allow the public to make comments (regarding the present vote) prior to the Board members voting on an item.

Parks Foundation

Ruth Yueill, Executive Director of the Parks Foundation stated:

- Cabaret Night on November 14 was a great success
- The Parks Foundation will continue to have an onsite presence at Special Events for the District.
- Next Park Foundation meeting will be January 6th: new meeting dates to come with 6 new dates.
- Received five new Veterans Memorial Brick Orders.

Financial Advisor's Report

Lee Howard, GAI, 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 motioned to ratify November Accounts Payable checks and EFT's in the amount of \$2,053,779.78 as listed on the November Check Registers; seconded by Commissioner Tenuta.

Discussion: None

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

Motion passed.

RATIFICATION OF PAYROLL

Commissioner Klicka motioned to ratify November Payroll checks and Direct Deposits in the amount of \$315,540.01 as listed on this report; seconded by Commissioner Murphy.

Discussion: None

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

Motion passed.

Executive Report

Executive Director Greg Kuhs reviewed the following items:

- Snow event backstop damage update: in the process of attaining replacement costs and schedules to submit claim to MRMA; working with Nickolas & Associates to coordinate the replacement of the backstops to be completed by the 2016 season.
- Melas Park pedestrian crossing improvement project is completed; submitted request to NWSRA was approved to pay for the districts portion from the Special Recreation (ADA) fund.
- Golf Course off to a great start; well received by the market and golf critics. The golf course is up over \$110,000 in total golf sales from the same period August-November 2013.
- Nominated by Golf Digest Magazine for the 2016 Golf Course Renovation of the Year Award (industry's most prestigious award for a golf course project). The winner will be announced in January of 2017.
- Golf fees 2016: formal proposal will be presented at the January Board Meeting.
- The Recreation department's year-end report is included as a separate binder in the packet.
- Winter program brochure is in circulation and has had positive feedback from customers.
- Health Insurance renewal was successful and Envision healthcare was selected to replace Flexible Benefits as the third party administrator for the Health Reimbursement program.
- The district is in compliance with the next step of the government's "Affordable Care Act Compliance" for 2016.
- New voluntary vision coverage was offered for 2016 - 24 employees registered to participate in the Vision Care through VSP.
- On behalf of the MPPD staff, Executive Director Kuhs thanked the Board of Commissioners for their continued trust in what we do for the residents of Mt. Prospect Park District - the support is appreciated. MPPD staff will continue to do our best to provide opportunities for residents to participate and enjoy good quality programs, events, parks & facilities.

UNFINISHED BUSINESS

A. Recommended Personnel Manual Updates

Discussion:

Director Barry Kurcz reviewed/discussed with the Board the follow up analysis of recommended changes for the Full Time Employee Benefits Manual and the Part Time IMRF Benefits Manual. Staff believes these proposed changes would be perceived as a positive benefit to our Part Time IMRF employees, and would be in the best interest of the park district.

Motion

Commissioner Doherty motioned to approve in the Holiday Section - changing Good Friday to a Floating Holiday to remove the religious connotation, change Employee's Birthday (Floating day) to Floating Holiday, and in the Vacation Section - Remove language allowing maintenance employees to use vacation in the year which it is accrued. This will result in consistency with all other full time employees in other departments; seconded by Commissioner Murphy.

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

Motion passed.

Motion

Commissioner Starr motioned to approve in the Vacation Section - Introduce a cash-in provision to allow employees who have accrued 15 or more vacation days to cash in a limited amount of unused vacation time - to be offered once per year with a 5 day maximum; seconded by Commissioner Klicka.

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

Motion failed.

NEW BUSINESS

A. Golf Course Concessions 2016

Executive Director Kuhs stated that staff recommends we do not seek RFP's and begin negotiations with Open Kitchens to develop a three year contract (beginning with the 2016 golf season) to provide food and beverage service for the Mt. Prospect Golf Club.

Discussion:

The Board and the staff from Open Kitchens had a discussion concerning the agreement and going out for RFP's: Commissioner Tenuta along with Commissioner Murphy explained doing an RFP is a good business practice and that going out for an RFP has no reflection on the past performance of Open Kitchens. Terri Fiore, President of Open Kitchens explained she feels that Open Kitchen has stuck with the district during golf renovations and doesn't feel that the district should go out for an RFP, and would like a contract for at least one more year; the Board feels staff should negotiate a contract for one or two more years and then go out for an RFP; establish specific operational hours for Open Kitchen and staff to come back to the Board with the proposed agreement.

The Board directed staff to begin development of a new agreement with Open Kitchens and present a proposed agreement to the Board for review at a future meeting.

APPROVAL ITEMS

A. Approval of Mt. Prospect Park District Regular Meeting Dates-2016

Motion

Commissioner Starr motioned to approve the 2016 Regular Meeting dates for the Mt. Prospect Park District Board of Commissioners as presented; seconded by Commissioner Murphy.

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

Motion passed.

B. Approval of Amendment to Lease Agreement Dated July 13, 2000, By and Between the Metropolitan Water Reclamation District of Greater Chicago, as Lessor, and the Mount Prospect Park District, as Lessee

Executive Director Kuhs explained this Amendment provides the construction of improvements to the leasehold premises and shall commence no later than May 20, 2020.

Motion

Commissioner Murphy motioned to approve the Amendment to the Lease Agreement Dated July 13, 2000, by and Between the Metropolitan Water Reclamation District of Greater Chicago, as Lessor, and the Mount Prospect Park District, as Lessee; seconded by Commissioner Klicka.

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

Motion passed.

ADOPTION ITEMS

None

COMMENTS/MATTERS FROM COMMISSIONERS

None

Adjournment to Closed Session

Commissioner Doherty motioned to adjourn to closed session at 8.58p.m. for Section 2 ©(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 Tenuta.

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

Motion passed.

Reconvene from Closed Session

Open Session was reconvened at 9:12 p.m.

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

None.

ADJOURNMENT

There being no further business to discuss, Commissioner Klicka moved to adjourn the Regular Board Meeting at 9:13 p.m.; seconded by Commissioner Starr and carried by unanimous voice vote.

Respectfully submitted,

William J. Starr, Secretary