

APPROVED
REGULAR BOARD MEETING

A Regular Meeting of the Board of Commissioners of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, February 26, 2014 at the Central Community Center Facility of said Park District. President Doherty called the meeting to order at 6:30p.m. On roll call, the following officers and commissioners were present:

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

Administrative Staff:

Greg Kuhs, Executive Director
Lee Howard, Financial Advisor
Cathy Miller, Director of External Affairs
Jim Jarog, Director of Parks & Planning
Barry Kurcz, Director of Business Services & HR
Brian Taylor, Director of Recreation
Teri Wirkus, Executive Professional Compliance Manager

Professionals:

Tom Hoffman, Attorney
Dave Esler, Esler Golf Design
John Green, Groundwork, LTD
Nick Paponicholas, Nicholas & Associates

Visitors:

Robert Kawalek
Stewart Smith
Chas Wetterling

CHANGES OR ADDITIONS TO AGENDA

Commissioner Doherty requested to omit the Financial Report and Executive Report-due to time restrains unless there were questions.

President Doherty motioned to approve the Agenda as so amended; seconded by Commissioner Massie and carried by unanimous voice vote.

APPROVAL OF MINUTES

Discussion: Commissioner Walsh amended the minutes on page 6 as follows: she is in support of a new playground, but asked the current condition of Leahy; is it possible to keep the original playground and build a new park.

Commissioner Massie motioned to approve the minutes as amended for the Regular Board Meeting dated January 18, 2014; seconded by Commissioner Tenuta and carried by unanimous voice vote.

PUBLIC COMMENT:

The following individual addressed the Board:

Stewart Smith

- The Fish Fry program is great-gets rowdy & noisy sometimes.
- Would like posted: Multi Year Capital Expenditures (so you could predict & project); post the five year capitals replacement plan.

Commissioner Doherty stated that the capital replacement plan is being planned for presentation at the March Board Meeting.

PARKS FOUNDATION

Director of External Affairs, Cathy Miller:

- The next meeting will be March 5, 2014 at 6.m.; Board Room at CCC.
- All are welcome and looking for new members.

RATIFICATION OF ACCOUNTS PAYABLE

Commissioner Klicka moved to ratify payment of accounts payable for the month of January 2014 for check numbers 168129 through 168319 in the amount of \$766,885.58; seconded by Commissioner Massie.

Discussion: None

| <u>Roll Call Vote</u> | Ayes | Nays | Absent |
|------------------------------|-------------|-------------|---------------|
| 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 1/15/14 and 1/29/14, check numbers 206391 through 207010 in the amount of \$276,263.46; seconded by Commissioner Tenuta.

Discussion: None

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

Motion carried.

UNFINISHED BUSINESS:

A. PLAYGROUND LOCATION - LEAHY CIRCLE

Greg Kuhs, Executive Director reviewed:

- The Demographics information: Census data per 2010; blocks may extend beyond play lot service radius; play lot radius of ¼ mile with pedestrian barriers included.
- Proposed Dara James Play Lot: Opportunities No restriction-PD owns the property and no Com Ed review required; pathway access adjacent to site; and this location would serve more centralized area of High Ridge Knolls Park. Constraints: Parking lot owned by parochial school-there is street parking available and neighbors haven't had a playground next door.
- Leahy Circle Play lot (Existing): Opportunities: Playground already exists; pathway adjacent to park. Constraints: Playground located under high wires and on Com Ed property (leased from Com Ed); Existing play equipment 30 plus years old and does not meet ADA requirements; replacement of playground would require review and approval from Com Ed and Com Ed could request removal of playground equipment at any time per terms of the lease.

Discussion:

The Board had a discussion about putting together a community committee to get input on the park; it questioned whether to leave the playground equipment at both playgrounds and would that be feasible?; to keep the old playground until the new one has been built?; making sure there would be basketball courts; reviewed again the advantages of having the playground on the park district's property and what was the next step.

MOTION:

Commissioner Tenuta moved that the park district re-locate new playground equipment to the park district's property (Dara James Play lot location) as indicated on the aerial view and to start the process of design; seconded by Commissioner Klicka

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

Motion carried.

B. PROPOSED BUDGET & APPROPRIATION ORDINANCE-FY 2014

Greg Kuhs, Executive Director reviewed:

- The Proposed B/A reflects the separation of the IMRF and Social Security Funds.
- The proposed B/A has been available for inspection at the local MP and DP libraries and Human Service Dept. of MP.
- The B/A Appropriation Ordinance scheduled for approval at 3/19/14 Regular Board Meeting.

Discussion:

Commissioner Walsh: did the audit fund turn into the IMRF fund?

Lee Howard: the audit fund was closed December 2013. The fund number for the audit fund was re-assigned for FY 2014 to be used for the newly created IMRF fund.

There was a discussion about real figures for 2013 and what was carried over, what is in the process; what are the beginning balances and where the summaries are. Lee explained all the information is in the Treasurer reports; the new accounting system will make the reports easier to read and understand.

NEW BUSINESS:

A. POOL PASS FEE STRUCTURE

Greg Kuhs, Executive Director reviewed:

- Currently a family pool membership---unlimited number of participants
- 2013 summer: 462 summer family pool passes sold; 86% families of up to 5 people and 14% included 6 or more people registered in one household.
- Since 2006 Meadows and Big Surf pools have experienced an increase in attendance but a decrease in revenue- staff feels this is partially due to unlimited family pool membership and summer pool pass upgrades options that have been offered.

Discussion:

The Board asked if any families took advantage of the upgrade. Brian Taylor, Director of Recreation, explained why staff asked for the restructure of the fees (to help increase revenue) and not many families took the upgrade as was expected.

MOTION:

Commissioner Starr moved to define a Family Summer Pool Membership as a family up to and including 5 people residing in the same household. A prorated dollar amount will be added for each person starting with the sixth person; seconded by Commissioner Massie.

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

MOTION:

Commissioner Massie moved to eliminate Summer Pool Membership Upgrade option which will streamline the registration process and be consistent with current membership offerings; seconded by Commissioner Tenuta and carried by unanimous voice vote.

B. INTERGOVERNMENTAL AGREEMENT BETWEEN THE ARLINGTON HEIGHTS PARK DISTRICT AND THE MT. PROSPECT PARK DISTRICT-SHARED DOG PARK

Greg Kuhs, Executive Director reviewed:

- Legal counsel and staff from both park districts have reviewed this Agreement.
- AHPD approved this IGA at their Board Meeting on 2-25-14.

Discussion:

Commissioner Klicka: the number of dogs permitted at the park: 250 passes for each park district.

Commissioner Walsh: the Dog Park is a good idea but she claimed that it was not on the agenda until November 2013; she claimed that it never was talked about in the capital projects; she asked why was the park named before the park has been approved by the Board and she stated that the Board needs a comprehensive plan to discuss the pros and cons of capital projects.

Commissioner Tenuta stated that she would like to thank Greg Kuhs, our Executive Director, for keeping us informed on the Shared Dog Park, and that the residents will appreciate the park.

MOTION:

Commissioner Tenuta moved to approve the Intergovernmental Agreement between the Arlington Heights Park District and Mt. Prospect Park District for the Construction and Operation of a Shared Dog Park at Melas Park; seconded by Commissioner Massie.

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

C. SMART FUSION ACCOUNTING SOFTWARE PURCHASE RECOMMENDATION

Greg Kuhs, Executive Director reviewed:

- AEK is an older technology and stopped being enhanced many years ago and there is only one support person remaining for AEK support----that is a critical state.
- Price quotes are good until 3-31-14 and a great discount is being given to MPPD (cost will be going up); we will be the second customer.
- Advantages: our managers can report and inquire on all data recently posted (now we have to wait until month ending); real time data will increase productivity; manager will have access to factual and timely information.

Discussion:

Barry Kurcz, Director of Business Services and HR explained to the Board that Bartlett Park District is happy with Smart Fusion thus far. Barry answered questions from the Board as to who would own the accounting software and the information about Harris Software .

MOTION:

Commissioner Kurka moved to approve the purchase of SmartFusion Accounting Software Systems from Harris Local Government at a cost of \$35,450 which includes licensed software products, professional services and support fee; seconded by Commissioner Klicka.

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

D. AUTHORIZATION TO SELL LIQUOR AT SPECIAL EVENTS 2014

Greg Kuhs, Executive Director reviewed:

- The MPPD has sold beer during specific softball and soccer tournaments at Metro Majewski Park for many years; staff is requesting to continue this practice for 2014.

MOTION:

Commissioner Massie moved to authorize the sale of alcoholic beverages by Mt. Prospect Park District staff over the age of 21 for the following events for which a special liquor license must be obtained, as presented; seconded by Commissioner Starr.

Event: Softball Tournament-Eggs Czarnik Memorial Tournament

Saturday, May 3, 2014 11:00AM-12AM
Sunday, May 4, 2014 12:00 PM- 12:00AM

Event: Softball Tournament-ASA 13th Annual Chicago Championships

Thursday, June 19, 2014 5:00PM-12:00AM
Friday, June 20, 2014 5:00PM-12:00AM
Saturday, June 21, 2014 11:00AM-12:00AM
Sunday, June 22,2014 12:00PM-12:00AM

Event: Softball Tournament-Men's Over 30/Under 30 Challenge

Friday, July 11, 2014 5:00PM-12:00AM
Saturday, July 12, 2014 11:00AM-12:00AM
Sunday, July 13, 2014 12:00PM-12:00AM

Event: Softball Tournament-ASA Qualifier

Saturday, July 19, 2014 11:00AM-12:00AM
Rain date, July 20, 2014 12:00PM-12:00AM

Event: Softball Tournament- National Tune –Up Tournament

Friday, August 1, 2014 5:00PM-12:00PM
Saturday, August 2, 2014 11:00AM-12:00AM
Sunday, August 3, 2014 12:00PM-12:00AM

Event: Softball Tournament- House League Tournament

Thursday, August 7, 2014 5:00PM-12:00AM
Friday, August 8, 2014 5:00PM-12:00AM
Saturday, August 9, 2014 11:00AM-12:00AM
Rain date, August 10, 2014 12:00PM-12:00AM

Event: Softball Tournament-ASA Major National Championships

Thursday, September 11, 2014 5:00PM-12:00AM
Friday, September 12, 2014 5:00PM-12:00AM
Saturday, September 13, 2014 11:00AM-12:00AM
Sunday, September 14, 2014 12:00PM-12:00AM

Event: Green and White Soccer-Adult Tournament

Saturday, August 23, 2014 11:00AM-12:00AM
Sunday, August 24, 2014 12:00PM-12:00AM

Roll Call Vote

Ayes

Nays

Absent

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

X
X
X
X
X
X
X

E. USE OF CONSENT AGENDA

Greg Kuhs, Executive Director reviewed:

- Commissioner Tenuta asked this item to be placed on the agenda for discussion.
- Consent Agendas are used to expedite Board meetings; items on Consent Agenda are routine matters; examples: meeting minutes, approval of accounts payable, “non-controversial” items or items discussed at previous meetings.

Discussion:

The Board discussed the pros and cons of a Consent Agenda.

Commissioner Walsh: stated that if we have Consent Agenda she would like revenue and expenses report on website.

Commissioner Tenuta: Start out small with items on the Consent Agenda; payroll, accounts payable and minutes –if needed we could discuss anything that was on the Consent Agenda.

Commissioner Starr: Agrees that the Consent Agenda is worth a try.

President Doherty stated we could come back to a discussion of the Consent Agenda at a future meeting as an action item.

F. BOARD COMMUNICATIONS, POLICIES & DUTIES

Commissioner Walsh: Referenced the Wilmette Park District -beginning of their meetings- have Board communications (opportunity for Board members to inform the board who they talked with) to keep all the Board members in the loop (better communications, look on Wilmette’s website;

President Doherty: add Board Communications to future meeting.

Commissioner Walsh: stated that she has been to many IAPD seminars and conventions and asked the MPPD Board if they would consider an IAPD self-evaluation seminar (conducted by IAPD staff)

Commissioner Kurka: supports the concept of an IAPD self-evaluation and suggests we contact IAPD for more information

Commissioner Tenuta: Greg Kuhs has been listening (hearing the Board members-that is appreciated) and is moving in the right direction; working on Board Procedures and Policies.

President Doherty: add as an agenda item for next months meeting and contact IAPD and get more information on the self-evaluation process.

No motions were made nor passed .

G. TRANSPARENCY DOCUMENTS-LEGAL & FINANCIAL

Commissioner Walsh: Wilmette Park District website has a lot of information concerning this; would like to bring back the transparency for discussion and potential action for the March meeting. No motion made nor passed.

APPROVAL ITEMS:

A. APPROVAL OF BID FOR JANITORIAL SERVICES-RECPLEX

Greg Kuhs, Executive Director reviewed:

- The park district had received, after the bid opening, an email from one of the bidders expressing a concern about getting a performance in a timely fashion..

Tom Hoffman, MPPD attorney:

- The bidder has an alternative available. The park district is in receipt of bid security.

Discussion:

Commissioner Doherty: questioned whether the references for V & H Industries were good and have they done other jobs of similar size?.

Jim Jarog, Director of Parks and Planning: Their references were good and they have had some experience with the similar size facilities.

MOTION:

Commissioner Kurka moved to accept the bid for 2014 RecPlex Janitorial Services from V&H Industries in the amount of \$34,700.00; seconded by Commissioner Tenuta

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

B. APPROVAL OF PURCHASE-MATERIAL SPRAYER FOR GOLF COURSE

Greg Kuhs, Executive Director reviewed:

- Capital Funds were approved FY2013/FY2014 for the purchase of new material sprayer.
- Legal counsel-National IPA meets the requirements of the Illinois Governmental Joint Purchasing Act for the public bid process that the park district is qualified to purchase from through it.

MOTION:

Commissioner Massie moved to approve of the purchase of a new material sprayer through the National IPA Cooperative from Reinders in the amount of \$45,497.12; seconded by Commissioner Tenuta.

Discussion:

Commissioner Walsh: will this be replacing an old sprayer? Darrin Douglas reported that we will be keeping the old sprayer as a back-up.

Commissioner Walsh asked to have a list of the Capital Projects of what was spent and what is left.

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

Commissioner Walsh

X

Motion carried.

ADOPTION ITEMS:

- A. ORDINANCE 691- AN ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE) OF THE MT. PROSPECT PARK DISTRICT, COOK COUNTY, ILLINOIS, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$8,000,000, FOR THE PURPOSE OF BUILDING IMPROVEMENTS TO, MAINTAINING, PROTECTING AND EQUIPPING THE MT. PROSPECT GOLF CLUB GOLF COURSE, DEMOLISHING,IMPROVING THE SITE OF,RECONSTRUCTING AND EQUIPPING A GOLF COURSE MAINTENANCE BUILDING AND IMPROVING THE SITES OF, IMPROVING AND EQUIPPING PLAYGROUNDS AND FOR THE PAYMENT OF EXPENSES INCIDENT THERETO.

Greg Kuhs, Executive Director reviewed:

- Concern with awarding bids for golf project without having funds at hand
- Ask the Board to adopt the Bond Authorization Ordinance which does not commit to selling the bonds but rather just starts the wheels in motion to have a public hearing, publish in paper to work towards the eventual sale of the bonds at the April Board meeting. This would allow time to know the cost of both phases of the golf course project.

Discussion:

Commissioner Doherty: Would like to vote for both Phases at the same time; Nicholas & Assoc. (talked to the bidders) to hold prices for Phase I so the two phases could be voted on together with a solid prices for both.; option for a special meeting.

Commissioner Walsh: What is the hurry to adopt this Ordinance, \$8 million is the most that we have borrowed and uncomfortable that we were not been notified in enough time; let's wait and talk about this again.

President Doherty remarked he would feel the same if by voting we were approving the \$8 million in bonds. What we are approving is the ordinance to start the process for issuing bonds, and in April have the ability to issue those bonds; there was a delay to get this information out.

Greg Kuhs, Executive Director: talked with the attorney on the concept on Monday since we did not know how this would play out with the contractors, and we wanted to have the ability to have the funds on hand prior to contracting for improvements to the golf course. That is why there was an update to the agenda this past Monday.

Tom Hoffman, attorney: He stated that he believed he just heard that though the public notice/revised agenda was posted at least 48 hours prior to the board meeting, the commissioners apparently did not receive the revised agenda at least 48 hours prior to this evening's meeting and thus, the Board cannot validly adopt the ordinance tonight. The

ordinance was presented so we know that we would be in receipt of adequate monies before any contractual obligations are incurred with third persons and the Board appreciates such disclosure sooner rather than later so the public would be aware of the situation. A Special Meeting may be advised.

Greg Kuhs, Executive Director: asked if the Bond authorization could occur on March 19th with the BINA hearing on the same night. The Bond sale and the adoption of the Bond Ordinance could occur at the April 23 meeting. Tom Hoffman indicated that could be a possibility..

Motion:

President Doherty motioned to table Ordinance 691 until the March Board meeting; seconded by Commissioner Klicka

The following resident addressed the Board:

Bob Kawalek asked:

- 30 day notice-occurs on the March 19th; will appear in the paper.
- Referendum- need 7.5% of the registered voters to sign a petition to put to referendum
- Format of the petition.
- Asked for a clarification on page 2 of the Ordinance 691 and would taxes be raised.
- Anyone run numbers of the level of indebtedness the district can incur to the percentage of the assessed value of the property in the district

Commissioner Walsh stated that she believed the park district must provide a form of petition for referendum to anyone who requests one.

Upon request by the President, prompted by Mr. Kawalek, Tom Hoffman, District attorney, addressed the Board and explained that there is a 30 day window after the authorizing ordinance is adopted for not less than 7.5% of registered voters in the district to sign an appropriate petition, file it with the appropriate authority and cause the matter to go to referendum. Publication of a Notice of Intent will help one understand the process. Legal requirement is that notice has to be published in once. Mr. Hoffman explained the paragraph on page 2 of Ordinance 691. The district cannot increase its operating funds' levy in excess of the tax cap under PTELL without going to the public. The indebtedness of the park district is far below its debt limit, which percentage was discussed at a prior meeting.

Commissioner Tenuta: this money is not only for the golf course but also for improving the playgrounds and other projects the district has; we need a Special Meeting.

MOTION:

Commissioner Tenuta moved to amend President Doherty's motion to call a Special Meeting.

Counsel indicated that President Doherty has the right to call a Special Meeting on his own but the duty to do so upon request of at least two Commissioners ; President Doherty will try to find some dates that the Board can attend.

Commissioner Walsh: Requested to notify the Golf Course list concerning the meeting or special meeting. Would like written documents on how the \$8m will be spent: bond & interest schedule, debt for this year or next year, budget worksheet for the debt for the next couple of years.

MOTION:

Commissioner Doherty made the motion to adjourn to closed session to discuss:

SECTION 2(c)(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 Kurka

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

RECONVENE TO OPEN SESSION

Open Session was reconvened 9:28pm

TAKE ACTION, IF ANY, ON MATTERS DISCUSSED IN CLOSED SESSION

None.

ADJOURNMENT

There being no further business to discuss, Commissioner Kurka moved to adjourn the Regular Board Meeting at 9:29pm; seconded by Commissioner Massie and carried by unanimous voice vote.

Respectfully submitted,

Bill Starr, Secretary