

## **REGULAR BOARD MEETING**

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, March 21, 2012 at Central Community Center Facility of said Park District. President Eilering called the meeting to order at 7:00 p.m. On roll call, the following officers and commissioners were present:

Julia Caporusso  
Timothy Doherty  
John Eilering  
Gary Grouwinkel - Absent  
Bill Klicka  
Lisa Tenuta  
Susan Walsh

### Administrative Staff:

Walter Cook, CEO  
Lee Howard, Financial Advisor  
Lou Ennesser  
Sharon Anderson  
Teri Wirkus  
Lois Kazan

### Visitors:

John Green, Groundwork LTD.  
Steve Kurka  
Rich Meyer – Des Plaines Journal

## **ROLL CALL**

### **APPROVAL OF AGENDA**

Commissioner Caporusso moved to accept the agenda as presented. Commissioner Caporusso asked to add Golf Committee Report to the Agenda and President Eilering included it following the Executive Report. Commissioner Walsh asked to discuss clarifying the agenda. Commissioner Caporusso moved to accept the agenda as amended; seconded by Commissioner Doherty and carried by unanimous voice vote.

## **PUBLIC HEARING:**                    **TENTATIVE COMBINED ANNUAL BUDGET AND APPROPRIATION ORDINANCE FOR YEAR 2011**

President Eilering announced that the next agenda item is a Public Hearing to receive comments on the 2012 Budget & Appropriation Ordinance. The proposed ordinance has been on display at the Mount Prospect and Des Plaines Public Libraries and at the Mt. Prospect Park District

Administrative Office since late December, 2011, and has been discussed at all meeting since November, 2011. All persons desiring to be heard will have an opportunity to present written or oral testimony with respect thereto.

President Eilering asked for written or oral comments from the Commissioners. Commissioner Walsh stated that there was no presentation of the 2012 Budget to the Board of Commissioners. President Eilering and CEO Walter Cook explained that the 2012 Budget was presented to the Board at the November Park Board Meeting followed by a discussion which was brief due to the fact that the changes were minimal and the budget was basically the same as 2011, the only difference being the pay increases for the staff. It was also noted that the topic has appeared on the agenda for the December, January and February Board meetings and therefore available for discussion. Commissioner Walsh noted that she would have appreciated a Finance Committee Meeting for discussion purposes.

President Eilering asked for additional comments from the public. There were none.

President Eilering asked for a motion to finally adjourn the Public Hearing. Commissioner Doherty moved to adjourn the Public Hearing at 7:35 p.m.; seconded by Commissioner Klicka.

| <b><u>Roll Call Vote</u></b> | <b><u>Ayes</u></b> | <b><u>Nays</u></b> | <b><u>Pass</u></b> |
|------------------------------|--------------------|--------------------|--------------------|
| Commissioner Caporusso       | X                  |                    |                    |
| Commissioner Doherty         | X                  |                    |                    |
| Commissioner Eilering        | X                  |                    |                    |
| Commissioner Grouwinkel      |                    |                    | absent             |
| Commissioner Klicka          | X                  |                    |                    |
| Commissioner Tenuta          | X                  |                    |                    |
| Commissioner Walsh           |                    | X                  |                    |

Motion carried.

### **PUBLIC COMMENT**

**None.**

### **APPROVAL OF MINUTES**

Commissioner Doherty moved to accept the minutes of the Regular Board Meeting of January 25, 2012 as presented. Commissioner Walsh noted that first sentence under Artificial Turf on page 2 stated that the "Park District met with District 214" and thought the person or persons from the District in attendance should be noted. "Park District" was changed to "Walter Cook, CEO". Commissioner Caporusso noted that an incorrect name was used on Page 3, paragraph 5 – Tom Martindale should read Tom Ziegenfuss. Commissioner Tenuta noted that the 3<sup>rd</sup> paragraph from the bottom on Page 6 should read "A walkway connecting *to the street* instead of to Lions Center".

Commissioner Doherty moved to accept the minutes as amended; seconded by Commissioner Caporusso and carried by unanimous voice vote.

**PARKS FOUNDATION UPDATE**

Commissioner Caporusso noted that the Foundation continues its interest in Carson Days . The Foundation has also authorized the start of a program called “Tree of Life” which will allow patrons to purchase engraved leaves for placement on a tree-like wall hanging at the Conservatory.

**RECREATION COMMITTEE REPORT**

Committee Chairperson Commissioner Tenuta thanked the Recreation Department and Sharon Anderson for the overview booklet. She stated that they were impressed by the number of programs and participants in our programs and small percent of canceled class. The dance program and evaluations for the recreation programs were discussed.

**FINANCIAL ADVISOR’S REPORT**

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

**RATIFICATION OF ACCOUNTS PAYABLE – JANUARY 2012**

Commissioner Walsh requested more details within the various line items in the weekly vouchers where totals are over \$50.00. She also requested clarification on payments to contractors and employees weekly voucher lists. L. Howard will try to accommodate the request for more detail but space is limited within voucher reports. Regarding her other questions, W. Cook will ask the attorney to respond.

Commissioner Klicka moved to ratify the payment of the accounts payable for the month of January for check numbers 160426 through 160633 in the amount of \$1,011,197.48; seconded by Commissioner Caporusso.

| <b><u>Roll Call Vote</u></b> | <b><u>Ayes</u></b> | <b><u>Nays</u></b> | <b><u>Pass</u></b> |
|------------------------------|--------------------|--------------------|--------------------|
| Commissioner Caporusso       | X                  |                    |                    |
| Commissioner Doherty         | X                  |                    |                    |
| Commissioner Eilering        | X                  |                    |                    |
| Commissioner Grouwinkel      |                    |                    | absent             |
| Commissioner Klicka          | X                  |                    |                    |
| Commissioner Tenuta          | X                  |                    |                    |
| Commissioner Walsh           |                    | X                  |                    |

Motion carried.

**RATIFICATION OF PAYROLL – JANUARY 2012**

Commissioner Klicka moved to ratify the payment of the salaries and wages for 01/02/12 & 01/18/12 for check numbers 185624 through 186345 the amount of \$321,543.25; seconded by Commissioner Caporusso.

| <b><u>Roll Call Vote</u></b> | <b><u>Ayes</u></b> | <b><u>Nays</u></b> | <b><u>Pass</u></b> |
|------------------------------|--------------------|--------------------|--------------------|
|------------------------------|--------------------|--------------------|--------------------|

|                         |   |   |        |
|-------------------------|---|---|--------|
| Commissioner Caporusso  | X |   |        |
| Commissioner Doherty    | X |   |        |
| Commissioner Eilering   | X |   |        |
| Commissioner Grouwinkel |   |   | absent |
| Commissioner Klicka     | X |   |        |
| Commissioner Tenuta     | X |   |        |
| Commissioner Walsh      |   | X |        |

Motion carried.

**RATIFICATION OF ACCOUNTS PAYABLE – FEBRUARY 2012**

Commissioner Klicka moved to ratify the payment of the accounts payable for the month of February for check numbers 160634 through 160928 in the amount of \$561,815.99; seconded by Commissioner Caporusso.

| <b><u>Roll Call Vote</u></b> | <b><u>Ayes</u></b> | <b><u>Nays</u></b> | <b><u>Pass</u></b> |
|------------------------------|--------------------|--------------------|--------------------|
| Commissioner Caporusso       | X                  |                    |                    |
| Commissioner Doherty         | X                  |                    |                    |
| Commissioner Eilering        | X                  |                    |                    |
| Commissioner Grouwinkel      |                    |                    | absent             |
| Commissioner Klicka          | X                  |                    |                    |
| Commissioner Tenuta          | X                  |                    |                    |
| Commissioner Walsh           |                    | X                  |                    |

Motion carried.

**RATIFICATION OF PAYROLL – FEBRUARY 2012**

Commissioner Klicka moved to ratify the payment of the salaries and wages for 2/1/12, 2/15/12 & 2/29/12 for check numbers 185346 through 186700 the amount of \$467,636.91; seconded by Commissioner Caporusso..

| <b><u>Roll Call Vote</u></b> | <b><u>Ayes</u></b> | <b><u>Nays</u></b> | <b><u>Pass</u></b> |
|------------------------------|--------------------|--------------------|--------------------|
| Commissioner Caporusso       | X                  |                    |                    |
| Commissioner Doherty         | X                  |                    |                    |
| Commissioner Eilering        | X                  |                    |                    |
| Commissioner Grouwinkel      |                    |                    | absent             |
| Commissioner Klicka          | X                  |                    |                    |
| Commissioner Tenuta          | X                  |                    |                    |
| Commissioner Walsh           |                    | X                  |                    |

Motion carried.

**EXECUTIVE DIRECTOR’S REPORT**

W. Cook introduced Teri Wirkus, the new Executive Professional/Compliance Manager, to the Board and asked that they introduce themselves and welcome her when they have the opportunity.

W. Cook was pleased to inform the Board that the Liability Insurance renewal for 2012 came in at less than 2% and the Health Insurance at a negative 12%.

Commissioner Walsh asked if Melas Park could be used for soccer practice and W. Cook responded that the fields, at this point in time, are for games only as practice games are extremely hard on the turf.

The topic of clarifying the agenda was discussed. Commissioner Walsh would like more details, i.e. topics for discussion vs. topics for voting, individuals who will be speaking, etc. She also questioned the monthly capital report and indicated that she would like more information on bids for capital projects. She questioned the timetable for the Veterans Bandshell as she was surprised it was not on the agenda. W. Cook informed her that the project will be on the April agenda as it is going out to bid and the accurate numbers will be available at that time for a decision. She would like to have a Finance Committee Meeting scheduled, a Strategic Plan developed and long range plan procedures reviewed.

**GOLF COMMITTEE REPORT**

Commissioner Caporusso reported on the February 15, 2012 Golf Committee Meeting at which time Greg Martin, Golf Architect, presented various options for the Golf Course. At this time the Committee favors Option 2 for Drainage and Irrigation. Before a final decision is made, the Board would like to meet to discuss the entire project. A date will be scheduled in the near future.

**ADA POOL COMPLIANCE**

John Green, Architect, reviewed the ADA Pool Compliance Guidelines. Due to some excellent planning over the years, the Park District will be in compliance by August 17 with basically minimal improvements. The District plan has been sent to the State for review. The Board was extremely pleased with the report and thanked J. Green for his efforts.

**AUTHORIZATION TO SELL LIQUOR AT SPECIAL EVENTS**

Commissioner Tenuta 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 has been obtained:

| <u>DATE(S)</u>   | <u>IMPORTANT INFORMATION TO BE INCLUDED</u>   |
|------------------|---|
| Thursday-Sunday  | EVENT: Softball Tournament – ASA 11 <sup>th</sup> Annual Chicago Championships                    |
| June 21-24, 2012 | TIME: June 21, 2012 5:00 PM-12:00 AM  |
| June 22, 2012    | 5:00 PM-12:00 AM  |
| June 23, 2012    | 11:00 AM-12:00 AM   |
| June 24, 2012    | 12:00 PM-12:00 AM   |
| ADDRESS:         | Mt Prospect Park District, Metro Majewski Athletic Complex, 791 Willie Road, Des Plaines IL 60018 |



CERTIFICATE ISSUED TO THE FOLLOWING:

Illinois Liquor Control Commission  
100 West Randolph, Suite 7-801,  
Chicago IL 60601

Thursday- Sunday EVENT: Softball Tournament – ASA Men’s 16” Major  
National Softball Tournament

August 23-26, 2012 TIME: August 23, 2012 5:00 PM-12:00 AM  
August 24, 2012 5:00 PM-12:00 AM  
August 25, 2012 11:00 AM-12:00 AM  
August 26, 2012 12:00 PM-12:00 AM

ADDRESS: Mt Prospect Park District, Metro Majewski Athletic Complex, 791  
Willie Road, Des Plaines IL 60018

CERTIFICATE ISSUED TO THE FOLLOWING:

Illinois Liquor Control Commission  
100 West Randolph, Suite 7-801, Chicago IL 60601

Events to be approved:

| <u>Event</u>                                      | <u>Location</u> | <u>Date/Hours</u>                            | <u>Type Of Liquor</u> | <u>Served By</u> |
|---|-----------------|--|-----------------------|------------------|
| Chamber of Commerce<br>Golf Outing                | Golf Course     | September 20, 2012<br>10:00 a.m. – 6:00 p.m. | Beer                  | Chamber Staff    |
| Ala Carte Entertainment/<br>Staff<br>Golf Classic | Golf Course     | August 22, 2012<br>10:00 a.m. - 6:00 p.m.;   | Beer                  | Ala Carte        |

seconded by Commissioner Doherty.

| <u>Roll Call Vote</u>   | <u>Ayes</u> | <u>Nays</u> | <u>Pass</u> |
|-------------------------|-------------|-------------|-------------|
| Commissioner Caporusso  | X           |             |             |
| Commissioner Doherty    | X           |             |             |
| Commissioner Eilering   | X           |             |             |
| Commissioner Grouwinkel |             |             | absent      |
| Commissioner Klicka     | X           |             |             |
| Commissioner Tenuta     | X           |             |             |
| Commissioner Walsh      | X           |             |             |

Motion carried

**AUTHORIZATION TO SERVE LIQUOR AT SPECIAL EVENTS**

Commissioner Tenuta moved to authorize serving alcoholic beverages for the named events providing the organizations sponsoring the events meet the following requirements:

If an admission fee is charged, guests must receive something in return other than alcohol.

1. There is no charge for the alcohol.
2. Dram Insurance Liability in maximum insurance coverage limits must be provided with Mt. Prospect Park District named additional insured.
3. The organization agrees to obey the rules and regulations provided by the Mt. Prospect Park District, the State of Illinois and the ordinances of the Village of Mount Prospect or City of Des Plaines. Failure to do so may result in the immediate termination of the privilege to serve alcohol at the event in the discretion of the park district.

Events to be approved:

| <u>Event</u>                                      | <u>Location</u> | <u>Date/Hours</u>                            | <u>Type Of Liquor</u> | <u>Served By</u> |
|---|-----------------|--|-----------------------|------------------|
| Chamber of Commerce<br>Golf Outing                | Golf Course     | September 20, 2012<br>10:00 a.m. – 6:00 p.m. | Beer                  | Chamber Staff    |
| Ala Carte Entertainment/<br>Staff<br>Golf Classic | Golf Course     | August 22, 2012<br>10:00 a.m. - 6:00 p.m.;   | Beer                  | Ala Carte        |

seconded by Commissioner Doherty.

| <u>Roll Call Vote</u>   | <u>Ayes</u> | <u>Nays</u> | <u>Pass</u> |
|-------------------------|-------------|-------------|-------------|
| Commissioner Caporusso  | X           |             |             |
| Commissioner Doherty    | X           |             |             |
| Commissioner Eilering   | X           |             |             |
| Commissioner Grouwinkel |             |             | absent      |
| Commissioner Klicka     | X           |             |             |
| Commissioner Tenuta     | X           |             |             |
| Commissioner Walsh      | X           |             |             |

Motion carried

**ADOPTION: ORDINANCE NO. 656**

Commissioner Klicka moved to adopt Ordinance No. 656:

**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 1ST DAY OF JANUARY, 2012, AND ENDING ON THE 31ST DAY OF DECEMBER, 2012 IN THE AMOUNT OF \$17,988.00;**

seconded by Commissioner Caporusso.

President Eilering asked if there was any further discussion on the Budget and Appropriation Ordinance. As there was none, he called for a motion and roll call vote.

| <b><u>Roll Call Vote</u></b> | <b><u>Ayes</u></b> | <b><u>Nays</u></b> | <b><u>Pass</u></b> |
|------------------------------|--------------------|--------------------|--------------------|
| Commissioner Caporusso       | X                  |                    |                    |
| Commissioner Doherty         | X                  |                    |                    |
| Commissioner Eilering        | X                  |                    |                    |
| Commissioner Grouwinkel      |                    |                    | absent             |
| Commissioner Klicka          | X                  |                    |                    |
| Commissioner Tenuta          | X                  |                    |                    |
| Commissioner Walsh           | X                  |                    |                    |

Motion carried.

**BID AWARD**

Commissioner Doherty moved to award the bid for the Contractual Janitorial Services for RecPlex – 2012 to EcoClean Maintenance, Inc., the lowest responsible bidder for an amount not to exceed \$32,700 for the term of April 1, 2012 through March 31., 2013; seconded by Commissioner Caporusso.

| <b><u>Roll Call Vote</u></b> | <b><u>Ayes</u></b> | <b><u>Nays</u></b> | <b><u>Pass</u></b> |
|------------------------------|--------------------|--------------------|--------------------|
| Commissioner Caporusso       | X                  |                    |                    |
| Commissioner Doherty         | X                  |                    |                    |
| Commissioner Eilering        | X                  |                    |                    |
| Commissioner Grouwinkel      |                    |                    | absent             |
| Commissioner Klicka          | X                  |                    |                    |
| Commissioner Tenuta          | X                  |                    |                    |
| Commissioner Walsh           | X                  |                    |                    |

Motion carried.

Commissioner Doherty moved to award the bid for a Walking Greens Aerator for the Golf Course to Reinders, the lowest responsible bidder, for a cost not to exceed \$24,516.26; seconded by Commissioner Caporusso.

| <b><u>Roll Call Vote</u></b> | <b><u>Ayes</u></b> | <b><u>Nays</u></b> | <b><u>Pass</u></b> |
|------------------------------|--------------------|--------------------|--------------------|
| Commissioner Caporusso       | X                  |                    |                    |
| Commissioner Doherty         | X                  |                    |                    |
| Commissioner Eilering        | X                  |                    |                    |

|                         |   |        |
|-------------------------|---|--------|
| Commissioner Grouwinkel |   | absent |
| Commissioner Klicka     | X |        |
| Commissioner Tenuta     | X |        |
| Commissioner Walsh      | X |        |

Motion carried.

Commissioner Doherty moved to award the bid for New Cardio Fitness Equipment to Direct Fitness Solutions, LCS, the lowest responsible bidder, for an amount not to exceed \$34,955.00; seconded by Commissioner Caporusso.

| <b><u>Roll Call Vote</u></b> | <b><u>Ayes</u></b> | <b><u>Nays</u></b> | <b><u>Pass</u></b> |
|------------------------------|--------------------|--------------------|--------------------|
| Commissioner Caporusso       | X                  |                    |                    |
| Commissioner Doherty         | X                  |                    |                    |
| Commissioner Eilering        | X                  |                    |                    |
| Commissioner Grouwinkel      |                    |                    | absent             |
| Commissioner Klicka          | X                  |                    |                    |
| Commissioner Tenuta          | X                  |                    |                    |
| Commissioner Walsh           | X                  |                    |                    |

Motion carried.

**ADJOURNMENT**

As there was no further business to discuss, Commissioner Doherty moved to adjourn the meeting at 9:40 p.m., seconded by Commissioner Caporusso and carried by unanimous voice vote.

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Julia R. Caporusso, Secretary