

Approved

Regular Board Meeting Minutes

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, March 22, 2017 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
Ray Massie
Mike Murphy

Administrative Staff:

Greg Kuhs, Executive Director
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
Ruth Yueill, Director of Community Relations & Marketing
Teri Wirkus, Executive Professional Compliance Manager

Professionals:

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

Visitors:

Louis Goodman
Dan Malartsik
Kathy Mistarz

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Commissioner Murphy motioned to approve the minutes from the Regular Board Meeting on February 15, 2017; seconded by Commissioner Starr.

<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.

Commissioner Massie motioned to approve the minutes from the Special Board Meeting on March 2, 2017; 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.

Commissioner Starr motioned to approve the minutes from the Special Board Meeting on March 11, 2017; seconded by Commissioner Massie.

<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.

PUBLIC HEARING

ORDINANCE NO. 740 - COMBINED ANNUAL BUDGET & APPROPRIATION ORDINANCE - 2017

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 2017, AND ENDING ON THE 31ST DAY OF DECEMBER, 2017.

President Kurka announced the next item on the agenda is the Public Hearing to receive comments on the 2017 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, 2017. All persons desiring to be heard will have an opportunity to present written or oral testimony with respect thereto.

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

There were none.
President Kurka asks for written or oral comments from the Public.
There were none.

President Kurka asks for additional comments from the Public.
There were none.

Commissioner Massie motioned to adjourn the public hearing for the Budget and Appropriation Hearing; seconded by Commissioner Doherty.

<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.
President Kurka declares the hearing to be officially adjourned.

PUBLIC COMMENT

Mr. Goodman requested when the park district hires a new Executive Director that he/she would live in the community as to be part of the community, buy groceries, etc. to offset the Executive Director's salary.

ADOPTION ITEMS

A. ORDINANCE NO. 740 - COMBINED ANNUAL BUDGET & APPROPRIATION ORDINANCE - 2017
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 2017, AND ENDING ON THE 31ST DAY OF DECEMBER, 2017.

President Kurka explained this is the final recommended Combined Annual Budget & Appropriation Ordinance of funds for Mt. Prospect Park District, Cook County Illinois, for the Fiscal Year beginning on the first day of January 2017, and ending on the 31st day of December 2017.

President Kurka stated for the record that there were no changes in the Annual Budget & Appropriation since the first draft.

Tom Hoffman stated for the record - As per the opinion of the Opens Meetings Act: This Ordinance establishes the overall spending authority through the Park District for the fiscal/calendar year 2017 in the total amount of \$21,490,039.

Motion

Commissioner Tenuta moved to approve the Ordinance #740 - Combined Annual Budget & Appropriation of funds for Mt. Prospect Park District, Cook County Illinois, for the Fiscal Year beginning on the first day of January 2017, and ending on the 31st day of December 2017; 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. ORDINANCE NO. 741: AN ORDINANCE AUTHORIZING AND DIRECTING THE SALE OF CERTAIN USED PROPERTY AND APPROVING THE PURCHASE OF TWO NEW TRUCKS

Greg Kuhs, Executive Director explained as part of the Capital Project/Improvements for FY 2017, funds were approved for the replacement of two trucks.

Motion

Commissioner Massie made the motion to adopt Ordinance #741, being an ordinance authorizing and directing the sale of certain used property and approving the purchase of two new trucks; seconded by Commissioner Starr.

<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 ITEMS

A. Approval/Authorization to Sell Liquor at Special Events 2017

Motion

Commissioner Starr 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:
seconded by Commissioner Murphy.

NOTE: All tournaments listed are held at:

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

DATE(S)

Saturday-Sunday May 13-14, 2017	EVENT: Softball Tournament – Eggs Czarnik Memorial Tournament	DATE/TIME: (Rain Date)	May 13, 2017 May 14, 2017	11:00 AM - 11:59 PM 12:00 PM - 11:59 PM
Thursday-Sunday June 22-25, 2017	EVENT: Softball Tournament – ASA 16 th Annual Chicago Championships	DATE/TIME:	June 22, 2017 June 23, 2017 June 24, 2017 June 25, 2017	5:00 PM - 11:59 PM 5:00 PM - 11:59 PM 11:00 AM - 11:59 PM 12:00 PM - 11:59 PM
Friday-Sunday August 11-13, 2017	EVENT: Softball Tournament – House League Tournament	DATE/TIME: (Rain Date)	August 11, 2017 August 12, 2017 August 13, 2017	5:00 PM - 11:59 PM 11:00 AM - 11:59 PM 5:00 PM - 11:59 PM
Thursday-Monday August 31-September 4, 2017	EVENT: Softball Tournament – ASA Major National Championship	DATE/TIME: (Rain Date)	August 31, 2017 September 1, 2017 September 2, 2017 September 3, 2017 September 4, 2017	5:00 PM - 11:59 PM 5:00 PM - 11:59 PM 11:00 AM - 11:59 PM 12:00 PM - 11:59 PM 11:00 AM - 11:59 PM
Saturday-Sunday September 9-10, 2017	EVENT: Softball Tournament – United Airlines Co-Ed Tournament	DATE/TIME: (Rain Date)	September 9, 2017 September 10, 2017	11:00 AM - 11:59 PM 12:00 PM - 11:59 PM
Saturday-Monday August 5-6, 2017	EVENT: Soccer Tournament – Green White Soccer Adult <i>Green White Soccer Club is responsible for securing event liquor licenses</i>	DATE/TIME:	August 5, 2017 August 6, 2017	11:00 AM - 11:59 PM 12:00 PM - 11:59 PM

Roll Call Vote

	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/Authorization to Serve Liquor at Special Events 2017

In order to comply with the requirements of the State Liquor License and the Park District Code, the Board is required to authorize the serving of alcoholic beverages at special events. The organizations sponsoring these events must meet specified requirements. These requirements are to be included in the motion as follows:

Motion

Commissioner Massie 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.
- There is no charge for the alcohol.
- Dram Insurance Liability in maximum insurance coverage limits must be provided with Mt. Prospect Park District named additional insured.
- 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. 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; seconded by Commissioner Klicka.

EVENT:	Chamber of Commerce Golf Outing
LOCATION:	Golf Course
DATE/TIME:	September 28, 2017 10:00 AM – 6:00 PM
TYPE OF LIQUOR:	Beer
SERVED BY:	Chamber Staff

<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.

NEW BUSINESS

A. Einstein Park Renovation Phase II - Design Approval

Ben Kutschied from Ratio Architects reviewed the renovation design of Einstein Park Phase II along with the general elements, planned improvements, and budget. He also answered questions from the Board and reviewed the schedule for Einstein Park Phase II:

- Bidding: Plans available to Bidders: April 27, 2017
Pre-bid Meeting: May 4, 2017
Bid Opening: May 11, 2017
Board Approval: May 24, 2017
- Construction: June 5, 2017 through August 31, 2017
- Substantial Completion: August 31, 2017
- Final Completion: Landscape and Seeding: September 15, 2017 (prime grass growing time)

Discussion: Ben also explained the following amenities and answered a few questions from the Board:

- single headed lights that are LED and use 5th of the electricity that the current light system
- adding a drinking fountain close to the basketball court
- parking lot stay at 21 space but reconfiguring it to have less asphalt and more green
- covered dug outs with a steel roof
- gazebo re-roofing with a steel and repainting
- trail systems around the park-3 laps will be a mile
- seven system exercise stations

B. Schedule Special Meeting

President Kurka has called for a Special Board Meeting on Wednesday, April 5, 2017 at 6 p.m. at Central Community Center in the Board Room.

UNFINISHED BUSINESS - None

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 February Accounts Payable checks and EFT's in the amount of \$354,603.68 as listed on the February Check Registers; seconded by Commissioner Murphy.

Discussion: None

<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.

RATIFICATION OF PAYROLL

Commissioner Klicka motioned to ratify February Payroll checks and Direct Deposits in the amount of \$325,243.80 as listed in this report; seconded by Commissioner Massie.

Discussion: None

<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.

Parks Foundation

Ruth Yueill, Executive Director of the Parks Foundation review the following:

- 2017 is the 20th Anniversary of the Parks Foundation-June 29 Summer Concert will be the “Parks Foundation Anniversary Celebration.”
- The Foundations three scholarships will be awarded at June 29 at the Summer Concert.
- A Cabaret Night will take place on Saturday, October 28th at Friendship Park Conservatory.
- The next brick engraving at the Veteran’s Memorial will be completed by the Memorial Day Ceremony on Monday, May 29.
- The Parks Foundation has been asked to participate as the designated beneficiary (charity) associated with the annual June 5K Park District race. A portion of the individual race registration will go to the Foundation to specifically support the tree campaign.

Executive Report

Executive Director Greg Kuhs reviewed the following items:

Parks & Planning Report Highlights:

- Community Outreach Specialist with the Community Consolidated School District 59 contacted the Park District and asked if we would assist them with a special project called “Little Libraries”. The Little Libraries will be located at Clearwater Park and Tamarack Park. the school district will properly stock and maintain the books for the Little Libraries
- Redwood Playground Relocation - Com Ed has been sent a letter of notification requesting permission to remove the existing play equipment at Redwood Drive. A new site plan is being developed at Kopp Park which would allow for the installation of a new playground. Once cost and layouts have been established, then several play equipment layouts will be put together for a public input. The goal is to have this process complete and plans available for Board review at the May Board meeting. We anticipate completion of this project during the 2017 construction season.
- We-Go Basketball Court Color Coat - The color coating at the new We-Go Park basketball court failed over the winter. The coating is under warranty and will be fixed when the outside temperatures are consistently 70 degrees or warmer.

Golf Report Highlights:

- No damage due to icing or snow mold – the course faired pretty well this winter. Need to sod the renovated overflow area on hole 15. Number one green has been re-leveled on the left side. The green will be used for play this spring by setting pins away from the left side until it matures.
- The opening of the golf course will be on Friday, March 24!

Recreation Department Highlights:

- Aqua Fit-New classes were added to the Aqua fitness line up. Classes were filled in their first week.
- Baseball League participation has increased from last year – this is the largest Youth Athletic League in our district.
- The summer brochure has over 20 new visual arts class offerings to keep the programming fresh and incorporate what the community has asked for.

- The Mt. Prospect Community Band spring concert is titled Centennial Spring (Celebration of the Centennial of Village of Mt. Prospect) and will be held on April 2 at 3:30 p.m. at Trinity United Methodist Church.

Community Relations & Marketing Highlights:

- The Golf Edition of Inside the Park has won the 2017 Telly Award with the Village of Mt. Prospect and the park district.
- The theme of the summer program guide is “All-Star Summer” with some impressive summer “stats” on the district parks and programs.

Business & HR Highlights:

- The percentage of employees using direct deposit has increased to 84% from 65%. Over the next two pay periods, HR will be making an additional concerted effort to reach out to the remaining 16% of our employees to use direct deposit.
- MPPD has registered for the Harper College Job Fair on Wednesday, April 5th to promote working at the park district for our summer and permanent job openings.

Executive Director Highlights:

- Playground Grand Re-openings: Clearwater Park Playground: Saturday May 20, 2017 & WeGo Park Playground: Saturday June 17, 2017.
- After the discussion at last month’s Board Meeting concerning the recording and rebroadcasting of the park board meetings, the park district would need to purchase additional equipment and modify our agreement with MPTV to cover the cost of their staff recording the meetings. At this time staff recommends making a concerted effort this year via website, brochure, Facebook, etc. to publicize Board Meeting dates and times to encouraging public attendance. Until the public comment made at last month’s Board Meeting, there have been very few (if any) request in recent years from the public to record and replay park district Board Meetings.
- Proposals (RFP)-Community Interest and Opinion Survey - RFP will be sent to various firms who specialize in planning and conducting Community Interest and Opinion Surveys at the end of March. Commissioner Starr and Commissioner Murphy will help serve on the selection committee including staff to review the firms who have submitted proposals and recommend firms to be interviewed by the Board.

PUBLIC COMMENT- None

MATTERS FROM COMMISSIONERS

Commissioner Murphy asked that a link to the plans for the Einstein Renovation Project be posted on the district’s website so the public could be see the work that is planned.

Commissioner Tenuta complimented the quality of work the Community Relations & Marketing Department has been producing. She also wanted to state the improvements at the Central Road crossing area near Melas Park are wonderful, and she believes the crossing at Busse & Lonquist should also receive similar devices/signage to make the crossing safer as people enter/exit Clearwater Park. Commissioner Kurka stated the Grand Re-Opening of Clearwater Park would be a good time to address the danger and promote safety at that crossing. Executive Director Greg Kuhs agreed and stated he will speak with the Village to see if they are going to pursue crossing improvements at this location.

Adjournment to Closed Session

Commissioner Doherty motioned to adjourn to closed session at 8:23 p.m. for -Section 2c(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.

Open Session was reconvened at 8:44 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 8:45 p.m.; seconded by Commissioner Massie and carried by unanimous voice vote.

Respectfully submitted,

William J. Starr, Secretary