

Approved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, November 15, 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
Bill Klicka
Bill Starr
Lisa Tenuta
Ray Massie
Mike Murphy

Administrative Staff:

Dan Malartsik, 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
George Giese, Superintendent of Business Services

Professionals:

Tom Hoffman, Attorney
James 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 Klicka motioned to approve the minutes from the Special Board Meeting on October 25, 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 Klicka motioned to approve the minutes from the Regular Board Meeting on October 25, 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.

Public Comment

None

ADOPTION ITEMS

- A. **Adoption of Ordinance No. 747: An Ordinance Levying Taxes For All Corporate Purposes, For Bonds Redemption And Interest Retirement, For Establishing And Maintaining Recreational Programs, For The Payment Necessary To Be Make To The Illinois Municipal Retirement Fund, For Social Security Expenses, For Payment Of The Costs Of Protecting The Park District and Its Employees Against Liability, Property Damage Or Loss, For Conservatory Fund Expenses, For a Paving And Lighting Fund, And For Special Recreation Programs For The Handicapped For The Fiscal Year Beginning The First Day of January, 2017 And Ending The Thirty-First Day Of December, 2017.**

MOTION

Commissioner Starr moved to adopt Ordinance No. 747: An Ordinance Levying Taxes For All Corporate Purposes, For Bonds Redemption And Interest Retirement, For Establishing And Maintaining Recreational Programs, For The Payment Necessary To Be Make To The Illinois Municipal Retirement Fund, For Social Security Expenses, For Payment Of The Costs Of Protecting The Park District and Its Employees Against Liability, Property Damage Or Loss, For Conservatory Fund Expenses, For a Paving And Lighting Fund, And For Special Recreation Programs For The Handicapped For The Fiscal Year Beginning The First Day of January, 2017 And Ending The Thirty-First Day Of December, 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.

B. Adoption of Resolution No. 748: A Resolution Providing For The Possible Reduction of Levy And Assessment Of Taxes For The Mt. Prospect Park District. Cook County Illinois For The Fiscal Year Beginning January 1, 2017 And Ending December 31, 2017.

MOTION

Commissioner Massie moved to adopt Resolution No. 748: A Resolution Providing For The Possible Reduction of Levy And Assessment Of Taxes For The Mt. Prospect Park District. Cook County Illinois For The Fiscal Year Beginning January 1, 2017 And Ending December 31, 2017; seconded by Commissioner Klicka.

<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.

C. Adoption Of Ordinance No. 749: An Ordinance Abating The Tax Heretofore Levied For The Year 2017 To Pay Interest On \$3,000,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2011B, Of The Mt. Prospect Park District, Cook County, Illinois.

MOTION

Commissioner Murphy moved to adopt Ordinance No. 749: An Ordinance Abating The Tax Heretofore Levied For The Year 2017 To Pay Interest On \$3,000,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2011 B, Of The Mt. Prospect Park District, Cook County, Illinois; 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.

D. Adoption Of Ordinance No. 750: An Ordinance Abating The Tax Heretofore Levied for The Year 2017 To Pay Interest On \$8,000,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2014A, Of The Mt. Prospect Park District, Cook County, Illinois

MOTION

Commissioner Massie moved to adopt Ordinance No. 750: An Ordinance Abating The Tax Heretofore Levied for The Year 2017 To Pay Interest On \$8,000,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2014 A, Of The Mt. Prospect Park District, Cook County, Illinois

<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 of Capital Projects/Improvements-FY 2018

Executive Director Dan Malartsik explained the Directors and district-wide management staff were tasked to identify capital projects and needs in their areas. The district's aging facilities, infrastructure items to keep up with maintenance and equipment replacements remain a top priority. The plan is reviewed by the Executive Director with input and direction from President Kurka and Vice President Tenuta. Adjustments were made based on the funding that is available for the plan.

MOTION

Commissioner Starr moved to approve the Capital Projects/Improvements for Fiscal Year 2018; 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.

B. Approval of ComEd Lease Agreement

Director Jarog explained in September 2017, a draft amendment was received from ComEd which allowed the above modifications to formally be identified as part of our lease agreement with ComEd. The proposed lease amendment will require formal documentation of the site modifications by means of spot elevations and a formal as-built survey of the new connection path. The estimated budget impact is projected not to exceed \$1,500.00 for spot elevations and the requested survey.

MOTION

Commissioner Massie moved to approve the proposed First Amendment to the Recreational Lease for the Commonwealth Edison right of way lease #100177; 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.

C. Approval of 2018 Baseball/Softball Uniform Bid

Director Taylor reviewed the Youth Baseball & Softball program is administered by the MPPD, and is under the guidance of the volunteer Youth Baseball & Softball Advisory Committee. Bid specifications went out to 16 companies which included team hat, jersey, pants and socks which were built from the 2017 participation numbers. The district received 5 bids back and the Santo Sports proved to be a reputable company with the lowest bid.

MOTION

Commissioner Starr moved to approve the 2018 Youth Baseball & Softball uniforms in the amount of \$28,385.01 and allow for a 10% contingency to allow for program growth.

<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.

UNFINISHED BUSINESS

A. Community Attitude & Opinion Survey Update

Director Yueill reviewed the survey will serve as the one key component in the District's Strategic Plan process. Implementation of the strategic plan will clarify purpose align systems and efforts, and set a standard for continuous improvement for the next 3-5 years. As of November 6, 2017 the survey project is nearly 40% towards its target with 146 online surveys complete. aQuity will begin phone calls to non-respondents the week of November 13 to reach the goal of 380 completed surveys. Data collection is expected to be complete during the week of November 20 with initial topline results available by November 30.

B. Strategic Plan Update

Director Taylor explained the goal of the Strategic Plan is to provide the district with a clearly defined purpose, align systems and set a standard for continuous improvement for the next 3-5 years. The Strategic Plan committee has named the project "Mapping our Future". The marketing team designed a logo and the plan will be branded moving forward. Phase one of the process is conducting a needs assessment through multiple methods of data collection which includes community, partner, staff and board focus groups as well as the community survey. Staff hosted three community focus groups and over 40 residents provided feedback on topics such as major issues facing the district, strengths, weaknesses, opportunities, threats and external communications. The leadership team has also completed their focus group on the same topics. The Community, full time staff, part time staff and Board focus groups have been scheduled. There will be an update to the board monthly on the project timeline and status as the process progresses through the various stages of implementation.

C. Einstein Park Update

Director Jarog reviewed the project construction progress: The project is 95% complete with the park shelter improvement and the dugout completed. Due to the delay in MWRD permitting requirements as well as wet conditions at the end of October the substantial completion date for this project is November 11, 2017.

Financial Advisor's Report

Brad O'Sullivan 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 October 2017 Accounts Payable checks and EFT's in the amount of \$2,264,385.42 as listed on the Check Registers; 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.			

RATIFICATION OF PAYROLL

Commissioner Klicka motioned to ratify October 2017 Payroll checks and Direct Deposits in the amount of \$331,483.90 as listed in this report; 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.			

Parks Foundation

None

Executive Report

Executive Director Dan Malartsik reviewed the following highlights:

- IPRA Conference Registration: The 2018 Annual Illinois Park & Recreation Association “Soaring to New Heights” Conference is scheduled for January 18-20th at the Hilton Chicago. Contact Teri if interested in attending.
- Upcoming meeting reminders: Regular Meeting on December 20th-7 p.m. @ CCC.
- The Board unanimously agreed on the proposed Regular Board Meeting Dates for 2018.

Public Comment

Mr. Goodman asked if all the focus groups had the same format and Executive Director replayed the format were consistent.

MATTERS FROM COMMISSIONERS

Commissioner Starr thanked all the contributing staff for making the Veteran’s Day ceremony a huge success.

Commissioner Tenuta stated how wonderful it is that our Mt. Prospect employees have such passion for their programs and thank you for all they do for the District and patrons.

ADJOURNMENT TO CLOSED SESSION

Commissioner Tenuta made the motion the Board of Commissioners adjourn to Closed Session for the purpose of 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 and SECTION 2(c)(6): to discuss the setting of a price for sale or lease of property owned by the public body, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting; seconded by Commissioner Murphy at 7:50 p.m.

<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 8:41 p.m.

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

None.

ADJOURNMENT

There being no further business to discuss, Commissioner Murphy moved to adjourn the Regular Board Meeting at 8:42 p.m.; seconded by Commissioner Tenuta and carried by unanimous voice vote.

Respectfully Submitted,

William J. Starr