

## Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, June 27, 2018 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  
Lisa Tenuta  
Tim Doherty  
Bill Klicka  
Bill Starr  
Ray Massie  
Mike Murphy

### Administrative Staff:

Jim Jarog, Interim Executive Director  
Bret Barcel, Director of Golf Operations  
Brian Taylor, Director of Recreation  
George Giese, Superintendent of Business Services & IT Services  
Ruth Yueill, Superintendent Community Relations & Marketing  
Teri Wirkus, Executive Professional Compliance Manager  
Mary Kiaupa, Human Resource & Risk Manager

### Professionals:

Tom Hoffman, Attorney  
Lee Howard, GAI  
Brad O'Sullivan, GAI  
Joe Knutte, Knutte & Associates

### Visitors:

Louis Goodman  
Howard Bychowski

## **CHANGES OR ADDITIONS TO AGENDA**

**APPROVAL OF AGENDA**

Commissioner Starr motioned to approve the agenda as amended; seconded by Commissioner Klicka and passed by voice vote.

**APPROVAL OF MINUTES**

Commissioner Massie motioned to approve the minutes from the Regular Board Meeting on May 23, 2018; seconded by Commissioner Murphy.

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.

Commissioner Klicka motioned to approve the minutes from the Special Board Meeting on June 11, 2018; seconded by Commissioner Tenuta.

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.

**Public Comment**

Mr. Goodman stated he felt it was a mistake concerning Mr. Malartsik departure and the tax payer should know why.

**Comprehensive Annual Financial Report-Fiscal Year 2015**

Superintendent George Giese introduced:

- Knutte & Associates (auditing firm) completed the Comprehensive Annual Financial Report for the District. Joe Knutte from Knutte & Associates reviewed the FY 2017 financial report with the Board and answered questions. Mr. Knutte also stated the MPPD received the highest opinion and the Certificate of Excellence.

**MOTION**

Commissioner Doherty moved to accept the fiscal year 2017 Comprehensive Annual Financial Report; seconded by Commissioner Starr.

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.

**NEW BUSINESS**

**A. Review of Knutte & Associates Agreement Renewal**

Superintendent Giese explained the District has utilized the services of Knutte & Associates, P.C. to perform the District’s annual audit for many years and given the District’s professional relationship and years of history with Knutte & Associates, Knutte has proposed a three year renewal to cover fiscal year 2018-2020. The costs are comparable to those of other similarly sized park district for professional auditing services. The Knutte & Associates Agreement Renewal will be added to the July Agenda for approval.

**ADOPTION**

**A. Adoption of Ordinance No. 758- An Ordinance Determining the General Prevailing Rate of Wages for Laborers, Mechanics and other Workers Engaged in Construction of Public Works coming under the Jurisdiction of the Mt. Prospect Park District for the period of June 1, 2018 through June 30, 2019.**

**MOTION**

Commissioner Tenuta motioned to adopt Ordinance No. 758 - An Ordinance Determining the General Prevailing Rate of Wages for Laborers, Mechanics and other Workers Engaged in Construction of Public Works coming under the Jurisdiction of the Mt. Prospect Park District for the period of June 1, 2018 through June 30, 2019; seconded by Commissioner Massie.

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.

**APPROVAL ITEMS**

**A. Strategic Plan 2018-2023**

Director Taylor reviewed the history process of the Strategic Plan and gave short, medium, long and ongoing examples for the some of the Strategic goals and objectives.

**MOTION**

Commissioner Massie moved to approve the Strategic Plan as present for the period from June 2018 through June of 2023; seconded by Commissioner Massie.

<b>Roll Call Vote</b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>
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 stated he still feels the Strategic Plan is too aggressive and unachievable.

**B. Celebration of Cultures Event Overview/Liquor Service at the Event**

Director Yueill gave the Board the background and summary for the Celebration of Cultures festival on Saturday, September 29, 2018 on the Rec Plex grounds. The District is supporting the Village and Chamber of Commerce with land space; organizing demonstrations of international sports including rugby, cricket and karate; interior of RecPlex will host a craft show prepared in full by Ten Thousand Villages; and the event will center around the stage and several tents housing community stakeholder displays, sponsors, cultural booths, food vendors and entertainment.

Superintendent Giese reviewed this is a Village sponsored event and in order to comply with the requirements of the State Liquor License and the Park District Code the following motion must be passed.

**MOTION**

Commissioner Massie moved to authorize the sale of alcoholic beverages by Village of Mount Prospect staff over the age of 21 at the Celebration of Cultures Special Event on September 29, 2018; seconded by Commissioner Murphy.

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

Motion passed.

**C. Appointment of Jim Jarog as Mt. Prospect Park District Board Representative & Brian Taylor as Alternate Representative to Northwest Special Recreation Association**

Each year, the Mt. Prospect Park District appoints a Board Representative to the Northwest Special Recreation Association Board to attend their annual meetings.

**MOTION**

Commissioner Starr moved to appoint Jim Jarog as the Mt. Prospect Park District Representative to the Northwest Special Recreation Association Board for a term of one (1) year along with Brian Taylor to serve as alternate representative when the initial representative is unable to carry out the representative's duties; seconded by Commissioner Doherty.

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

Motion passed.

**D. Appointment of Jim Jarog as Delegate & Mary Kiaupa as Alternate to represent on behalf of Mt. Prospect Park District and Metro Risk Management Agency**

The Metro Risk Management Agency's by-laws require the Mt. Prospect Park Board to appoint a Delegate and an Alternate to represent on behalf of the Mt. Prospect Park district to the Metro Risk Management Agency.

**MOTION**

Commissioner Murphy moved to appoint Jim Jarog to be the representative of the Mt. Prospect Park District on the Board of Directors of the Metro Risk Management Agency for a term of one (1) year along with Mary Kiaupa to serve as an alternate representative when the initial representative is unable to carry out that representative's duties; seconded by Commissioner Starr.

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

Motion passed

**E. Governmental Accounting Inc. Contractual Extension –FY 2019**

Superintendent Giese explained the District has the option to extend Governmental Accounting Inc.'s existing services for an additional twelve month term for the year 2019 and would come with no additional increase, reflecting the same cost as last year and the year before.

**MOTION**

Commissioner Starr moved to approve a one year extension of the agreement with Governmental Accounting Inc. and for Jim Jarog to inform GAI of the same; seconded by Commissioner Klicka.

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

**F. Dissolution of Agreement between the Mt. Prospect Park District and Mount Prospect Ice Arena**

Director Taylor explained the reason the Park District came to the recommendation for dissolution of the agreement and the program is currently operating at a substantial loss to our district. The reasons are due to our limited availability for ice time and ice rental costs that aren't comparable to similar programs.

**MOTION**

Commissioner Murphy moved that Jim Jarog be authorized and directed to execute and deliver an agreement that meets with the approval of the Park District attorney providing for the immediate mutual termination of the Agreement between the District and Grayhawk4, LLC dated April 27, 2016, relative to the Mount Prospect Ice Arena; seconded by Commissioner Massie.

<b>Roll Call Vote</b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>
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**

Interim Executive Director Jarog explained to the Park Board that as part of the MPPD’s ongoing partnership with the Village of Mount Prospect, MPPD has been asked to consider participating in a Phase 1 Engineering Study for the Melas-Meadows Pedestrian Bridge; other possible participants would be the Arlington Heights Park District; The Village of Arlington Heights; School District 57, School District 214, and the Village of Mount Prospect.; reviewed possible federal fund. There will be a community meeting scheduled for June 21, 2018 at the Village Hall to discuss detail of the project.

The Board agreed to check out Phase 1 only if the other partners ALL agree to participate and would need more information on the money involved.

**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 May Accounts Payable checks and EFT’s in the amount of \$786,539.02 as listed on the Check Registers; seconded by Commissioner Murphy.

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.

**RATIFICATION OF PAYROLL**

Commissioner Klicka motioned to ratify May Payroll checks and Direct Deposits in the amount of \$325,056.34 as listed in this report; seconded by Commissioner Massie.

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.

### **Executive Report**

Interim Executive Director Jarog reviewed:

- Save the Date: Lions Club Festival scheduled July 4<sup>th</sup> through July 8<sup>th</sup> at Melas Park.
- Fourth of July Parade-if you are interested in joining MPPD please contact Teri Wirkus.
- Business Services Department distributed 2019 budget sheets to staff ahead of schedule to give staff adequate time to research and enter appropriate financial data.
- CCC Facility Upgrades: Arlington Construction Services is keeping the NWSRA facility project moving forward in a quick and efficient manner.
- Einstein Phase II: Staff met with OSLAD grant administrator to perform a final walkthrough on the project.
- Ribbon Cutting Ceremony: Lions Club will be having a ribbon cutting ceremony for the Henry Fredericks Pavilion behind the Studio on Thursday, June 28<sup>th</sup> at 10 am.
- Upcoming Meeting Reminders: Regular Meeting on July 25, 2018 at 7 p.m. at CCC.

### **ADJOURNMENT SINE DIE**

President Kurka motioned to adjourn sine die for the purpose of holding the Annual Meeting of the Mt. Prospect Park District and thereafter to reconvene the Regular Board Meeting; seconded by Commissioner Doherty.

Call to Order: 8:30 p.m the Annual Meeting of the Mt. Prospect Park District Board of Commissioners.  
Roll Call: All seven of the Commissioners were present.

**Appointment of Temporary Chairperson:** President Kurka designated Interim Executive Director Jarog; seconded by Commissioner Doherty and carried by unanimous voice approval.

**Temporary Chairperson Jarog** called for nominations for the position of President to one year term or until their successor shall have been elected. Commissioner Klicka nominated Steve Kurka. No other nominations for President were made so Chairperson Jarog declared the nominations closed. Commissioner Kurka was elected as President by unanimous voice vote.

**President Kurka** called for nominations for the position of Vice-President to one year term or until their successor shall have been elected. Commissioner Doherty nominated Lisa Tenuta. No other nominations for Vice President were made so President Kurka declared the nominations closed. Commissioner Tenuta was elected as Vice President by unanimous voice vote.

**President Kurka** called for a motion for the appointment of Commissioner Starr for the office of Secretary. Commissioner Klicka made said motion; seconded by Commissioner Massie. Commissioner Starr was appointed as Secretary.

<b>Roll Call Vote</b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>
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** called for a motion for the appointment of Commissioner Klicka for the office of Treasurer. Commissioner Starr made said motion; seconded by Commissioner Murphy. Commissioner Klicka was appointed as Treasurer.

<b>Roll Call Vote</b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>
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 called for a motion to adjourn the Annual Meeting; seconded by Commissioner Tenuta.

**RECONVENE REGULAR MEETING of June 27, 2018 at 8:37 p.m.**

**Matters from Commissioners**

Commissioner Starr stated the American Legion and the NWSRA buddy baseball game has been rescheduled for July 20, at 5:30 p.m. at the Friendship Park baseball field.

Commissioner Tenuta received an email from a patron asking if we will be getting any outdoor pickleball courts.

Commissioner Doherty went to his daughter's first pre-ballet recital and wanted to say kudos to the cultural arts department and the ballet staff.

**Adjournment to Closed Session**

Commissioner Doherty motioned to adjourn to closed session at 8:40 p.m. for Section 2c(6)-to discuss the setting of a price for sale or lease of property owned by the public body; seconded by Commissioner Massie.

<b>Roll Call Vote</b>	<b>Ayes</b>	<b>Nays</b>	<b>Absent</b>
Commissioner Kurka	X		
Commissioner Doherty	X		
Commissioner Klicka	X		
Commissioner Starr	X		
Commissioner Tenuta	X		
Commissioner Massie	X		
Commissioner Murphy	X		
Motion passed.			

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

None

**ADJOURNMENT**

There being no further business to discuss, Commissioner Massie moved to adjourn the Regular Board Meeting; seconded by Commissioner Starr and carried by unanimous voice vote.

Respectfully submitted,

---

William J. Starr, Secretary