

Approved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, June 28, 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:

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

Professionals:

Tom Hoffman, Attorney  
Lee Howard, GAI  
Laurie DeFazio, Knutte & Associates

Visitors:

Greg & Darla Kuhs  
Louis Goodman  
Steve Polit, Lions Club  
Mike Witkowski, Lions Club

**CHANGES OR ADDITIONS TO AGENDA**

Commissioner Doherty requested to move Approval Item A-Lions Club International-Donation of Goods and Services-Melas Pavilion after Public Comment.

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

Commissioner Massie motioned to approve the minutes from the Regular Board Meeting on May 24, 2017; seconded by Commissioner Tenuta.

<b><u>Roll Call Vote</u></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.

**Public Comment**

Mr. Goodman requested the walk area on Gregory & Emerson Street to be trimmed. Director Jarog will check into it.

**APPROVAL ITEM    A-Lions Club International-Donation of Goods and Services-Melas Pavilion**

Director Jarog gave a summary and background to the Board and recommended approval of the agreement between the Mount Prospect Lions Club and Mt. Prospect Park District for improvements to be made to the freestanding pavilion located on the Southeast corner of Melas Park Adjacent to the Studio at 1326 West Central, Mt. Prospect, IL.

**MOTION**

Commissioner Massie motioned to approve the agreement between the Mount Prospect Lions Club and Mt. Prospect Park District for improvements to be made to the freestanding pavilion located on the Southeast corner of Melas Park Adjacent to the Studio at 1326 West Central, Mt. Prospect, IL.; seconded by Commissioner Klicka.

<b><u>Roll Call Vote</u></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.

Steve Polit, Lions Club thanked the Park Board and the District for everything they do for the Lions Club and the community.

**Comprehensive Annual Financial Report- 2016**

Executive Director Malartsik stated:

Knutte & Associates (auditing firm) completed the Comprehensive Annual Financial Report for the District. Laurie DeFazio from Knutte & Associates reviewed the FY 2016 financial report with the Board and answered questions.

**ADOPTION ITEM**

- A. Adoption of Ordinance No. 742- An Ordinance Determining the General Prevailing Rate 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, 2017 through June 30, 2018.**

**MOTION**

Commissioner Doherty motioned to adopt Ordinance No. 742 - 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, 2017 through June 30, 2018; seconded by Commissioner Klicka

<b><u>Roll Call Vote</u></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.

**APPROVAL ITEM**

- B. Approval of Einstein Park Phase II Project Bid**

Director Jarog gave a summary and background to the Board and recommended the Board accept the base bid for Martam Construction, Inc. in the amount of \$630,000.00 for the completion of the Einstein Park Phase II renovation which is being funded in part by OSLAD grant award #OS-15-1949.

Commissioner Tenuta asked the start date and completion of construction. Director Jarog stated the project is scheduled to start the second week in July with completion in late September.

**MOTION**

Commissioner Murphy motioned to accept the bid the base bid for Martam Construction, Inc. in the amount of \$630,000.00 for the completion of the Einstein Park Phase II renovation which is being funded in part by OSLAD grant #OS-15-1949; seconded by Commissioner Tenuta.

<b><u>Roll Call Vote</u></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. Approval of Kopp Park Playground Renovation Bid**

Director Jarog gave a summary and background to the Board and recommended to accept the bid from E. Hoffman, Inc. in the amount of \$208,872.00 for the completion of the new Kopp Park Playground and removal of the existing Redwood Playground. The construction schedule is the same as Einstein Playground with the scheduled start of construction in mid-July and final completion in late September.

**MOTION**

Commissioner Massie moved to accept the bid from E. Hoffman, Inc. in the amount of \$208,872.00 for the completion of the new Kopp Park Playground and removal of the existing Redwood Playground; seconded by Commissioner Klicka.

<b><u>Roll Call Vote</u></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**

**A. Community Attitude & Opinion Survey**

Director Yueill summarized: Community Attitude & Opinion Survey would identify community needs for recreation and measure resident satisfaction with Park District facilities, programs and services. Initial goals for this scope of work will be to gather statistical data from the community.

Executive Director Malartsik explained this survey is an important component for the community.

The Board and staff discussed the pros and cons of the two companies that gave presentations. Staff recommended entering into contract negotiations with aQity Research & Insights, Inc. and the Board concurred.

**B. Friendship Conservatory Update**

Director Taylor summarized: Staff analyzed the pricing structure in 2016 during the 2017 budgeting process. Surveys were conducted which included several surrounding banquet facilities to determine market rate amongst the competitors. Adjustments to the hourly fees and bar rates were made to bring

the rates within market and were then implemented on January 1, 2017. After Board discussion there were a few questions that will be researched and presented at the next meeting.

**NEW BUSINESS**

**A. IAPD Resolution Recognizing Executive Director Greg Kuhs**

President Kurka presented retiring Executive Director Greg Kuhs with the Illinois Association of Park District Resolution (plaque) stating his achievements and accomplishments during his four years at the Mt. Prospect Park District and his thirty four years prior at other park districts.

**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 2017 Accounts Payable checks and EFT's in the amount of \$560, 667.21 as listed on the Check Registers; seconded by Commissioner Muphy.

Discussion: Commissioner Tenuta thanked GAI for such a great detailed report.

<b><u>Roll Call Vote</u></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.

**RATIFICATION OF PAYROLL**

Commissioner Klicka motioned to ratify May 2017 Payroll checks and Direct Deposits in the amount of \$344,410.30 as listed in this report; seconded by Commissioner Massie.

Discussion: None

<b><u>Roll Call Vote</u></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.

### **Parks Foundation**

Ruth Yueill, Executive Director of the Parks Foundation:

- Invited the Board to join the Foundation and help celebrate its 20<sup>th</sup> Anniversary with a free concert by the Falconaires Orchestra featuring Leah Novak on June 29<sup>th</sup> at 7:30 p.m. The three scholarship awards will be presented at that time.

### **Executive Report**

Executive Director Malartsik congratulated Greg Kuhs for being an advocate for Parks & Recreation over his 38 year career. He also thanked Greg for his service to the community as well as his passion, dedication, and mentorship. Congratulations to Greg on his retirement.

Executive Director Malartsik reported on:

- His excellent experience attending the Monday and Thursday Concerts.
- Veterans Memorial Bandshell has had an extreme amount of vandalism this spring. Staff has dealt with graffiti, broken light lenses, broken electrical sockets, and damage to the bandshell entry doors. Three police reports have been filed but vandalism continued. I.T department is looking into the possibility of installing wireless security cameras that may assist the police department in apprehending the individual(s) responsible.
- WeGo Park playground was dedicated on June 17 with over 100 guests attended the neighborhood celebration. Mr. & Mrs. Gillian sent a thank you note, thanking the park district on the renovation of the park basketball court which was made possible through donations offered in memory of their daughter Lindsay.
- Invited the Commissioners to ride on the park district float at the 4<sup>th</sup> of July parade.
- Thanked everyone on the warm welcome he has received from the park district staff and community.

### **MATTERS FROM COMMISSIONERS**

Commissioner Tenuta has concerns with the crossing in front of the Central Community Center. Motorists aren't stopping to let children cross and they are driving too fast. There needs to be discussions about this crossing before someone else gets hurt.

### **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 Massie.

Call to Order: 8:35 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 Executive Director Malartsik; seconded by Commissioner Doherty and carried by unanimous voice approval.

**Temporary Chairperson Malartsik** called for nominations for the position of President to one year terms or until their successor shall have been elected. Commissioner Starr nominated Steve Kurka, seconded by Commissioner Klicka. No other nominations for President were made so Chairperson Malartsik

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 terms or until their successor shall have been elected. Commissioner Doherty nominated Lisa Tenuta, seconded by Commissioner Starr. 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 Doherty made said motion; seconded by Commissioner Klicka. Commissioner Starr was appointed as Secretary by unanimous voice vote.

**President Kurka** called for a motion for the appointment of Commissioner Klicka for the office of Treasurer. Commissioner Murphy made said motion; seconded by Commissioner Massie. Commissioner Klicka was appointed as Treasurer by unanimous voice vote.

President Kurka called for a motion to adjourn the Annual Meeting; seconded by Commissioner Starr and reconvened to the Regular Board Meeting at 8:39 p.m.

#### **Adjournment to Closed Session**

Commissioner Doherty motioned to adjourn to closed session at 7:52 p.m. for Section 2c(1): Litigation, when an action, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting; seconded by Commissioner Tenuta.

<b><u>Roll Call Vote</u></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.

#### **Reconvene from Closed Session**

Open Session was reconvened at 9:23 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 Meeting at 9:24p.m.; seconded by Commissioner Murphy and carried by unanimous voice vote.

Respectfully Submitted,  
Teri Wirkus, Recording Secretary