

Approved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, January 17, 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
Bill Klicka
Bill Starr
Tim Doherty
Ray Massie
Mike Murphy

Administrative Staff:

Dan Malartsik, Executive Director
Brett Barcel, Director of Golf Operations
Brian Taylor, Director of Recreation
George Giese, Superintendent of Business Services
Jim Jarog, Director of Parks & Planning
Ruth Yueill, Director of Community Relations & Marketing
Teri Wirkus, Executive Professional Compliance Manager

Professionals:

Lee Howard, GAI
Brad O'Sullivan, GAI
Jeff Andreasen, aQity Research & Insights

Staff:

Matt Dziubinski, Fleet Crew Leader Manager
Darin Douglas, Golf Course Superintendent
Jeff Langguth, PGA Professional
Debra Cromie, Pro Shop & Office Manager

Visitors:

Louis Goodman

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.

Public Comment

Mr. Goodman inquired about an article in the newspaper concerning the District purchasing property. President Kurka explained the Park District purchased the house & property at 411 Algonquin Road in Des Plaines which is directly in front of the Friendship Park Conservatory. The house will be leveled and the area will remain as open space for the present time.

APPROVAL OF MINUTES

Commissioner Massie motioned to approve the minutes from the Regular Board Meeting on December 20, 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.

Parks Foundation

Ruth Yueill, Executive Director of the Parks Foundation stated:

- The Parks Foundation voted unanimously to match funds for the installation of a new electronic sign at the Friendship Park Conservatory with the project co-funded by Edward & Wanda Jordan Foundation.
- Plant Sale Fundraiser will be on Thursday, May 10th from 6 p.m. to 8 p.m.; limited tickets of 50 people will be sold which includes a raffle ticket with purchase.

UNFINISHED BUSINESS

A. Community Attitude & Opinion Survey- Presentation

Director Yueill introduced Jeff Andreasen from aQity Research & Insights. Mr. Andreasen presented the slide presentation of the final pieces of data to the Board and answered questions.

B. Strategic Plan Update

Director Taylor reviewed a brief summary of consensus and ranking of information that was generated during the focus groups and community survey that was held between November 2017 and January 2018:

Four major issues facing the Mt. Prospect Park District

1. Financial Challenges- Infrastructure, Aging Facilities and Competition
2. Staffing- Having the ability to compete in today's market
3. Limited Funding-Rising Operational Costs and
4. Customer Service

Strengths of the Mt. Prospect Park District

1. Employee/Staff-Dedicated, Talented, Full & Part-time
2. Variety of Programs
3. Park Maintenance
4. Reciprocal Agreements with Park Districts & School District
5. Outdoor Pools

Weakness of Mt. Prospect Park District

1. Big Surf-High Cost to Maintain, Safety
2. Internal Communication & Customer Service
3. Limited Funding
4. Fitness Membership & Group Exercise Structure

Opportunities for Mt. Prospect Park District

1. Improve Technology-Registration Process & Marketing
2. Sponsorships & Donations
3. Public Private Partnerships
4. Big Surf Renovation

Threats against Mt. Prospect Park District

1. Financial Support-Potential Tax Freeze
2. Competition from Private Sector & Surrounding Park District
3. Staff Retention
4. Aging Facilities & Maintaining Infrastructure

Director Taylor explained the next step in the Strategic Planning process includes finalizing data collection and completing the analysis. The leadership team will then begin the District's Mission and Vision statements, identify values, and set the strategic themes. Full-time staff will start the process of developing goals and objectives.

C. Tentative Budget and Appropriation Ordinance-FY 2018

Executive Director Malartsik asked the Board if there were any questions. The Board remarked nothing at this time.

APPROVAL ITEMS

A. Approval of Purchase-2018 Ford F-250 4X4

Matt Dziubinski, Fleet Crew Leader Manager requested the purchase of one new 2018 F-250 4X4 pickup truck through the Suburban Purchasing Cooperative (SPC). The SPC program satisfies our bidding requirements and offers substantial savings through volume purchasing by a bid process. Staff also received two additional bids from a local dealer and another joint purchasing program. Additionally, staff recommends the sale of the replacement Truck #7 (2000 Chevrolet Pickup Truck) utilizing the GovDeals municipal auction website which helps maximize the sale price.

MOTION

Commissioner Starr moves to approve the purchase of a 2018 F-250 4x4 pickup truck in the amount of \$27,255.00 (SPC Contract #142) from Currie Motors Frankfort, Inc., and the sale of Truck #7, a 2000 Chevrolet pickup truck, VIN #1GCGC24R6YF490009 utilizing the Gov Deals municipal auction website; 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.

NEW BUSINESS

Mt. Prospect Golf Club Report was presented by Darin Douglas, Golf Course Superintendent; Jeff Langguth, PGA Professional; and Debra Cromie, Pro Shop & Office Manager. The Golf Course achieved record revenue and was presented two prestigious awards from major golf magazine publications.

The staff gave a slide presentation for the 2017 Golf Operations Year in Review:

- Darin reviewed the maintenance accomplishments: 15th Fairway Improvement; 18th Fairway Drainage & Irrigation Improvements; Re-contouring of #1 green for more cupping space; built a land bridge on 9th green for both side access; removed a tree on #13 tee to allow more sunlight & air flow for the turf; and continued process of “growing in” & maturing of turf grass after renovation.
- Jeff reviewed the comparisons of rounds from 2013, 2016 and 2017 and the increase of 23% since 2013 of dollar per rounds; the increase of revenue from the old course 2013 to record revenue in 2017; the driving range buckets sold from 2013 at 3,781 to 2017 at 18,242; adult and junior golf lessons from 2013 at 307 to 2017 at 385; and Jeff reviewed the local competition pricing with surround golf courses.
- Debra talked about the golf course events: Family Golf Night with 150 people pre-registered and the event maxed out at 100%; PGA Drive, Chip & Putt had 171 participants-the highest participations of any other site that has been asked to host in Illinois; Becker Club Championship and the partnerships of Clearbrook (people with disabilities) and the CDGA Foundation.

Staff answered questions from the Board.

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 December Accounts Payable checks and EFT’s in the amount of \$700,091.48 as listed on the 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 December Payroll checks and Direct Deposits in the amount of \$469,837.13 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.

Executive Report

Executive Director Dan Malartsik reviewed the following highlights:

- IAPD/IPRA Conference January 18-20: Packet included is an issue of the Illinois P&R Magazine with the full program of workshops and sessions.
- District Needs Assessment Phase Completed: Staff successfully completed the needs assessment and data collection phase of the strategic plan that included the community wide attitude and opinion survey and all the focus groups. The district received excellent data that will be used to develop themes, goals, and objectives to “map to our future” through the strategic plan phase.
- NWSRA PURSUIT 3 Program: Staff will be teaming up with the NWSRA staff to develop plans to remodel the leased space to prepare for the PURSUIT 3 in the fall.

Public Comment

None

MATTERS FROM COMMISSIONERS

Commissioner Murphy stated the great presentations from the team today.

Adjournment to Closed Session

Commissioner Doherty motioned to adjourn to closed session at 8:45 p.m. for:

SECTION 2c(21): Discussion of Minutes of Meetings Lawfully Closed Under this Act, whether for Purposes of Approval by the Body of the Minutes or Semi-Annual Review of the Minutes as Mandated by Section 2.06.

SECTION 2c(6)-to discuss the setting of a price for sale or lease of property owned by the public body

SECTION 2c(1): Personnel- To Discuss the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of One or More Specific Employees or Legal Counsel of the Public Body seconded by Commissioner Klicka.

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.

Reconvene from Closed Session

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

Motion

Commissioner Doherty motion to approve the content of the following Closed Session Minutes:

July 26, 2017	Section 2c(21):	Review of Closed Session Minutes
August 23, 2017	Section 2c(1):	Litigation
September 27, 2017	Section 2c(5):	Purchase of Real Estate
	Section 2c(6):	Setting Price For Sale of Lease of Property Personnel
November 15, 2017	Section 2c(1):	Personnel
	Section 2c(6):	Setting Price For Sale of Lease of Property

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.

MOTION

Commissioner Doherty moved that it hereby be determined and hereby be reported to the public that the Closed Session minutes of:

March 2, 2017	Section 2c(1):	Personnel
March 11, 2017	Section 2c(1):	Personnel
March 22, 2017	Section 2c(1):	Personnel
April 5, 2017	Section 2c(1):	Personnel
April 26, 2017	Section 2c(1):	Personnel
July 26, 2017	Section 2c(21):	Review of Closed Session

No longer require confidential treatment and are available for public inspection and that as to all other closed session minutes or portions thereof not yet released for public inspection the need for confidentiality still exists in order to protect the privacy of an individual and/or the public interest.

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.

ADJOURNMENT

Commissioner Murphy moved to adjourn the Regular Board Meeting at 9:53 p.m.; seconded by Commissioner Klicka and carried by unanimous voice vote.

Respectfully submitted,

William J. Starr