

Approved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, December 20, 2017 at Central Community Center Facility of said Park District. Vice-President Tenuta called the meeting to order at 7:01 p.m. On roll call, the following officers and commissioners were present:

Lisa Tenuta  
Bill Klicka  
Bill Starr  
Tim Doherty  
Mike Murphy

Administrative Staff:

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

Professionals:

Rep. David Harris  
Tom Hoffman, Attorney  
James Howard, GAI  
Brad O'Sullivan, GAI  
Jeff Andreasen, aQity Research & Insights

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**

#### A. Certificate of Recognition- Mt. Prospect Golf Club

Illinois Representative David Harris presented the Mt. Prospect Park District with a Certificate of Recognition from the State of Illinois for receiving national acclaim as a "Top Golf Course" by Golf Digest & Golf week Magazine. Rep. David Harris stated the 100<sup>th</sup> General Assembly-House of Representatives acknowledges Mt. Prospect Golf Club, along with Michael Madigan and Timothy Mapes and handed Director Brett Barcel with the Certificate of Recognition.

### **APPROVAL OF MINUTES**

Commissioner Murphy motioned to approve the minutes from the Special Board Meeting on November 15, 2017; seconded by Commissioner Starr and was carried by unanimous voice approval.

Commissioner Starr motioned to approve the minutes from the Regular Board Meeting on November 15, 2017; seconded by Commissioner Murphy and was carried by unanimous voice approval.

### **UNFINISHED BUSINESS**

#### A. Community Attitude & Opinion Survey Update

Director Yueill reiterated the survey will serve as the one key component in the District's Strategic Plan process. The data collection was closed by aQity Research on November 27, 2017 with 423 completed surveys. The survey link was posted on the MPPD website on December 7, 2017 through January 7, 2018 with paper surveys at the front desks.

Jeff Andreasen from aQity Research & Insights presented a review of the survey process and summarized key pieces of data to the Board. Mr. Andreasen also answered questions from the Board.

#### B. Einsten Park Update

Director Jarog stated the construction for Einstein Park Project was completed as of December with just a few items on the punch list. OSLAD Audit will be in January 2018 and the project was under budget. Director Jarog commented on the damage to the Einstein Park fields when someone drove a car on the fields and damaged the grass. Better assessment of the damaged grass will be made in the spring.

**ADOPTION ITEMS**

- A. SEXUAL HARASSMENT ORDINANCE No. 752: AN ORDINANCE AMENDING AND RESTATING THE SEXUAL HARASSMENT POLICY OF MT. PROSPECT PARK DISTRICT FOR THE PURPOSE OF ACHIEVING COMPLIANCE WITH P.A. 100-0554.

Executive Director Malartsik explained that new legislation from the Illinois House of Representatives was passed on November 6, 2017 to require that personnel policies of units of local government shall prohibit sexual harassment and that such policies shall include specific prescribed content. The district has a sexual harassment policy in place, but needs to amend the policy to comply.

**MOTION**

Commissioner Starr moved as amended to adopt Ordinance No. 752 to amend and restate the sexual harassment policy of the Mt. Prospect Park District for the purpose of achieving compliance with Public Act 100-554 and to change the title to include Director to Superintendent where ever stated; 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.

- B. A RESOLUTION APPOINTING GEORGE GIESE AS AUTHORIZED AGENT OF MT. PROSPECT PARK DISTRICT TO THE ILLINOIS MUNICIPAL RETIREMENT FUND

**MOTION**

Commissioner Murphy moved to adopt Resolution No. 751 appointing George Giese as authorized agent of the Mt. Prospect Park District to the Illinois Municipal Retirement Fund; 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**

A. Purchase Policy

Superintendent Giese reviewed the procedural update of the Purchasing Policy due to the elimination of a position in the Business Service department.

**MOTION**

Commissioner Doherty moved to approve the updated purchase policy as amended with the changing of purchases: \$2,500 to \$9,999.99 and \$10,000 to \$24,999.99; seconded by Commissioner Starr.

<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.

B. Mt. Prospect Park District Regular Meeting Dates-2018

**MOTION**

Commissioner Murphy moved to approve the 2018 Regular Board Meeting dates for the Mt. Prospect Park District Board of Commissioners as presented; seconded by Commissioner Starr.

<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.

## **NEW BUSINESS**

### A. NWSRA Lease Agreement

Executive Director Malarsik stated the Mt. Prospect Park District was selected as the new home for PURSUIT 3 and the Star Academy (NWSRA and their partner, Clearbrook) at the Central Community Center facility to begin in 2018. The PURSUIT Programs are a leading force providing adult day programming options for individuals with disabilities to enrich the life experiences of the adult clients and their families in the communities.

### **MOTION**

Commissioner Starr moved to authorize the Executive Director to execute and deliver the lease with NWSRA in the form or substantially the form presented, subject to the park district's attorney's approval; seconded by Commissioner Doherty.

<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.

### B. GFOA Certificate of Achievement for Excellence in Financial Reporting

Executive Director Malarsik explained The Government Finance Officers Association has awarded the Mt. Prospect Park District the Certificate of Achievement for Excellence in Financial Reporting for its comprehensive annual finance report (CAFR). An Award of Financial Reporting Achievement has been awarded to Lee Howard, for being primarily responsible for preparing the award-winning CAFR.

### **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 November 2017 Accounts Payable checks and EFT's in the amount of \$3,462,348.73 as listed on the Check Registers; seconded by Commissioner Murphy.

<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 November 2017 Payroll checks and Direct Deposits in the amount of \$323,640.89 as listed in this report; seconded by Commissioner Murphy.

<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**

Director Yueill reviewed a few items from the Foundation:

- Executive Director Malartsik met with the Parks Foundation Board to review a list of capital projects that might interest the Foundation for possible financial support. Discussion centered on sharing the cost of an electronic sign at Friendship Park Conservatory.
- The Foundation is planning a “pre-plant sale” fundraising event on May 10 prior to the official plant sale on Saturday, May 12, 2018.
- Next Foundation meeting will be January 3, 2018.

## **Executive Report**

Executive Director Dan Malartsik reviewed the following highlights:

- The 2018 Annual Illinois Park & Recreation Association “Soaring to New Heights” Conference is scheduled for January 18-20<sup>th</sup> at the Hilton Chicago.
- Upcoming meeting reminders: Regular Meeting on January 17-7 p.m. @ CCC.
- The Board’s Focus Group is tentatively on January 10, 2018.
- Winter Break Camp for grades K through 5<sup>th</sup>.
- Our Resolution Solution a new 6 week all-inclusive membership.
- Thank you to the Board for their support; it has been a great opportunity to service the community of Mt. Prospect.

## **Public Comment**

Mr. Goodman offered a comment on the Community Survey. He surveyed his neighbors regarding changes and improvements at the Park District. They are in favor of improvements but not interested in paying for them.

## **MATTERS FROM COMMISSIONERS**

Commissioner Starr thanked all the contributing staff for keeping the Brick Project on tract. Commissioner Doherty was happy with the Golf Course revenues increasing and with expenditures decreasing; the new online Baseball registration is fantastic. Commissioner Tenuta and the Board appreciate the hard work that Executive Director Malartsik and Mt. Prospect staff have done and it shows in the positive comments from the survey.

## **ADJOURNMENT**

Commissioner Murphy moved to adjourn the Regular Board Meeting at 8:42 p.m.; seconded by Commissioner Starr and carried by unanimous voice vote.

Respectfully Submitted,

---

William J. Starr