

Approved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, February 14, 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

Professionals:

Lee Howard, GAI
Brad O'Sullivan, GAI

Staff:

Matt Dziubinski, Fleet Crew Leader Manager
Darin Douglas, Golf Course Superintendent
Don Thoma, Construction Specialist Crew Leader
Nick Aiello, Grounds Department Manager
Ryan Alderson, Ground Technician
Kyle Besthoff, Landscape Technician

Visitors:

Louis Goodman

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

Commissioner Kurka motioned to approve the agenda and was carried by unanimous voice approval.

Public Comment

Don Thoma Service Recognition:

President Kurka gave Don Thoma the Certificate of Recognition for “Forty Years” of Service and reviewed his forty years of accomplishments and services.

APPROVAL OF MINUTES

Commissioner Murphy motioned to approve the minutes from the Special Board Meeting on January 10, 2018; 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.

Commissioner Starr motioned to approve the minutes from the Regular Board Meeting on January 17, 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.

UNFINISHED BUSINESS

A. Strategic Plan- Agency, Mission, Vision, Values- update
Director Taylor explained the Leadership Team developed the District’s Mission Statement, Vision Statement and Core Values. The process was multi-faceted and involved several key steps:

- Gathered and analyzed information
- Brainstorming

- Key concepts
- Team analyzed the information

The Leadership Team is recommending the Mission Statement, Vision Statement and Core Values below:

Mission Statement

To provide exceptional parks and recreational experiences that enrich the quality of life for present and future generations.

Vision Statement

To become the primary source of recreational opportunities while achieving the highest standards of customer service, instilling a culture of innovation, and exercising fiscal responsibility.

Core Values

Customer Service-Innovation-Accountability-Fiscally Responsible-Excellence

Next, the Leadership Team will develop strategic themes that stem directly from our Mission and Vision statements. The Strategic Planning Committee and full-time staff will develop initiatives as well as goals and objectives that provide a road map for our district's future.

B. 2018 Budget & Appropriation Ordinance-Tentative

Executive Director Malartsik stated the staff has prepared a Tentative Budget & Appropriation Ordinance for FY 2018 which sets forth the legal spending requirements for the park district for FY 2018.

- The Tentative Budget & Appropriation FY 2018 is available for review at the Central Community Center as well as the Mount Prospect & Des Plaines Library and the Village of Mount Prospect Human Services Department.
- The Operating Budget and the Budget & Appropriation Ordinance are scheduled to be approved at the March 2018 Regular Board Meeting.

ADOPTION ITEMS

A. Adoption of Resolution 753: A Resolution to include taxable allowances as IMRF earnings

Superintendent Giese reviewed the District's current cell phone practice. As far as records indicate, the District has considered cell phone reimbursements as taxable allowances, which are included as reportable earnings to IMRF.

MOTION

Commissioner Tenuta moves to adopt Resolution No. 753 to include taxable allowances as IMRF earnings; 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.

B. Adoption of Resolution 754: A Resolution to include cash payments related to health insurance as IMRF earnings.

Superintendent Giese reviewed the District's Personnel Policy, and stated employees may choose to receive a stipend for opting out of the District's health insurance plan and include opt-out payments as reportable earnings, and IMPRF has permitted this practice to continue. In order to comply with IMRF's new resolution, the Board must pass a formal resolution to file with IMRF.

MOTION

Commissioner Tenuta moves to adopt Resolution No. 754 to include cash payments related to health insurance as IMRF earnings; 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.			

APPROVAL ITEMS

A. Approval of New Replacement Wide Area Mower & Sale of Existing Jacobsen HR9016T
Matt Dziubinski, Fleet Service Manager reviewed the recommendation for the purchase of one new 2018 Toro Groundsmaster 5900 wide area mower through the Illinois State Contract pricing and also recommended the sale for the replacement wide area mower (2005 Jacobsen HR9016T) utilizing the GovDeals municipal auction website.

MOTION

Commissioner Massie moves to approve the purchase of a 2018 Toro Groundsmaster 5900 in the amount of \$79,209.60 (Illinois State Purchasing Program) from Reinders, Inc. and the sale of the 2005 Jacobsen HR9016T (Serial #7052901682) utilizing the GovDeals municipal auction website; 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.

B. Approval of Purchase – 2018 Toro Reelmaster 3555-D Fairway Mower

Matt Dziubinski, Fleet Service Manager reviewed the recommendation for the purchase of one new 2018 Toro Reelmaster 3555-D Fairway Mower and the sale of the 1996 Toro Reelmaster 5100 using GovDeals.

MOTION

Commissioner Murphy moves to approve the purchase of a 2018 Toro Reelmaster 3555-D in the amount of \$56,184.38 (NJPA Contract #062117-TTC) from Reinders, Inc. and the sale of the 1996 Toro Reelmaster 5100 (Serial #030502-51055) utilizing the GovDeals municipal auction website; 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.

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 January Accounts Payable checks and EFT's in the amount of \$477,857.45 as listed on the Check Registers; seconded by Commissioner Murphy.

Discussion: None

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 January Payroll checks and Direct Deposits in the amount of \$283,795.48 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.

A. Approval/Ratification of Travel Expenses Submitted by Commissioners

Executive Director Malartsik explained per Ordinance 733 (pertaining to Board Members/as well as any officer or employee which exceeds the maximum allowed under the regulations approved by the Board) may only be approved by roll call vote at an open meeting of the Park Board.

MOTION

Commissioner Starr moves to approve/ratify the travel expenses submitted by Commissioners for attending the 2018 IAPD/IPRA State Conference as follows: Commissioner Steve Kurka: \$25.75; Commissioner Ray Massie: \$12.00; and Commissioner Bill Starr: \$23.00; 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.

Executive Report

Executive Director Dan Malartsik reviewed the following highlights:

- New Website: the Community Relations & Marketing Department has conducted the Request for Proposal on this project.
- NWSRA PURSUIT 3 Program reconstruction are progressing well.
- The 411 property will be demolished in the next few weeks.
- Mardi Gras recorded the largest attendance of children and their parents this year.
- Kuddos to the MPPD maintenance staff for a great job on the snow removal.

Commissioner Star asked about the baseball/softball program, birthday parties and the monthly/daily membership fees and Director Taylor reviewed each question.

Public Comment

Louis Goodman questioned the total conference travel expense for the Commissioners. President Kurka stated the total for all three Commissioners, \$60.75; Mr. Goodman requested a paper copy of the packet for every board meeting. Executive Director Malartsik stated the packets were on the website for everyone to review or print out.

MATTERS FROM COMMISSIONERS

Commissioner Starr remarked how wonderful the Village's Celestial Ball was this year.

Commissioner Tenuta asked the Commissioners who attended the IPRA conference to write down in an email what they learned from the seminars they attended.

Commissioner Doherty remarked Mardi Gras was awesome and he attends with his family every year, the event gets better every year; congratulations to the maintenance staff for the quick snow removal at Friendship Conservatory; congratulations to Don Thoma for 40 years with the park district- you have definitely left your mark on the staff and district; thanked Superintendent Giese for the quick response on the IMRF questions and would like to survey other districts about the fee structure.

Commissioner Kurka thanked Don Thoma for his service to the district with forty years and how commendable and proud we are to have you on staff.

ADJOURNMENT

Commissioner Massie moved to adjourn the Regular Board Meeting at 8:01 p.m.; seconded by Commissioner Tenuta and carried by unanimous voice vote.

Respectfully submitted,

William J. Starr