

Approved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, September 27, 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 by phone

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
Kathy Muellner, Early Childhood & Youth Manager
Kristina Winans, Early Childhood & Youth Coordinator

Professionals:

Tom Hoffman, Attorney
Brad O'Sullivan, GAI

Visitors:

Louis Goodman
Victor Rose
James Notini
Steve Demeas
Guillermo Garcia
Jonel Kreucu
George Newceli
Tim Gagne

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

Commissioner Massie motioned to approve the agenda; 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 August 23, 2017; seconded by Commissioner Doherty.

<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 Special Board Meeting on September 6, 2017; seconded by Commissioner Tenuta.

<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.

Public Comment

Steve Demeas requested the park district form a committee of coaches, parents, and so forth to address any changes that might affect the Youth Baseball Program at the Park District before implementing any policy or program changes.

Victor Rose thanked the ground crew and Nick Aiello for maintaining the baseball fields. He also thanked Kevin O'Donnell for doing a great job during the interim before the district hired a new manager. Victor stated the baseball program across the board has grown to approximately 1,000 children and it is very important to keep the fees at a minimum and any changes in registration dates would ruin the program and lose children to neighboring programs. He felt good about the meeting (along with a few other coaches) with Dan Malartsik, Executive Director. Victor has been with the program for a long time and enjoyed working for the park district. They reviewed other concerns and discussed putting a committee together for the future. Dan Malartsik, Executive Director explained the next step in developing a baseball league advisory committee structure and listen to the feedback from the patrons. Staff will review and set up a structure of the advisory committee.

ADOPTION ITEMS

Ordinance #745- An Ordinance providing for the issuance of approximately \$2,850,000 General Obligation Limited Tax Park Bonds, Series 2017A, for park improvements and to provide for the payment of certain outstanding obligations of said Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of the bonds to the purchaser thereof.

Discussion: David Phillips, Speer Financial stated that bids were received today, September 27, 2017 for the \$2,850,000 General Obligation Limited Tax Park Bonds, Series 2017A. There were six bidders. The bid from Glenview State Bank (Mount Prospect State Bank, Mt. Prospect, Illinois) was the best and lowest bid received. The recommendation would be to award the sale of the Bonds to that bidder.

MOTION

Commissioner Starr moved to adopt Ordinance #745- An Ordinance providing for the issuance of approximately \$2,850,000 General Obligation Limited Tax Park Bonds, Series 2017A, for park improvements and to provide for the payment of certain outstanding obligations of said Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of the bonds to the purchaser thereof; 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.

APPROVAL ITEMS

None

NEW BUSINESS

- A. 2017 Summer Camp Recap-Kathy Muellner, Early Childhood & Youth Manager and Kristina Winans, Early Childhood & Youth Coordinator

Kathy and Kristina presented a powerpoint presentation for the 2017 summer camp program recap. The summer camp program was a great success. The program participation remains very strong and staff continues to work from a positive standpoint. They reviewed a few of the departments “Key to their Success” procedures: staff training, fresh new ideas, camp leadership with IPRA training, NWSRA training for inclusion, get to know staff night (meet & greet), CPR/AED certification, the new employees shadowed the before and after care program staff – with 36 new employees and 39 returning employees this help with their orientation as summer camp staff, a great group. They talked about

where the different camps got to go this year and what a great experience the campers had. Also they talked about looking forward to the 2018 camp years with a few new ideas and changes.

Commissioner Tenuta contributed ideas from her teen programs on how to attract the interest of the teens for teen camps.

Commissioner Doherty congratulated Kathy Muellner and Christina Winans on the training of the staff and how the numbers of the campers keep going up.

UNFINISHED BUSINESS

A. Community Attitude & Opinion Survey Update

The initial kick-off meeting was held on Wednesday, September 13, 2017 at Central Community Center. The meeting's goal was to provide the aQity team with insightful direction as they shape the questions comprising the survey structure. The meeting resulted in excellent discussions.

Director Ruth Yueill received a draft for review from aQity on topics to be included in the survey:

- District likes and dislikes for the district-open ended questions
- Rate value of district given property tax investment
- Favorite Parks & Facilities
- If non-user, why? Multi choices.
- Which indoor facilities need update or improvement?
- Which outdoor facilities need update or improvement?
- Which outdoor facility is a top priority for improvement?
- General program satisfaction-what are we missing with programs?
- Preferred method of registration-walking in, on- line or both
- Marketing & Communication preferred method
- Competitive facility usage
- Demographics

Director Yueill stated this is only the first draft and this is a work in progress; we are still on track for October.

B. Einstein Park Update

Director Jarog stated the project is coming along nicely. To date the park shelter improvements are almost complete, 75 % of pathways have been completed, water service line is being run, the project is coming along nicely. There has been a second change order (CO #2) executed to level the uneven area that exists in the left outfield of the baseball field. This had to be addressed due to safety concerns. This work resulted in a \$3,500 change.

C. Kopp Park Update

Director Jarog reviewed the progress at Kopp Park and stated the documents for the proposed lease amendment to the existing ComEd lease have been received and forwarded to our attorney's office for review. Both projects are on schedule and under budget. Commissioner Massie remarked that after attending Kopp Park for a soccer game, it was wonderful the amount of children that used the park's amenities.

Financial Advisor’s Report

Brad O’Sullivan, 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 August Accounts Payable checks and EFT’s in the amount of \$591,196.76 as listed on the Check Registers; 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.

RATIFICATION OF PAYROLL

Commissioner Klicka motioned to ratify August Payroll checks and Direct Deposits in the amount of \$408,163.68 as listed in this report; seconded by Commissioner Starr.

Discussion: Commissioner Tenuta asked for clarification on check numbers 7499 through 7503 at the next board meeting.

<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 presents entertainer, Diva Montell, for Cabaret Night on 10-28-17 at the Friendship Park Conservatory. The doors open at 6:30 p.m.; cost is \$15 per person in advance or \$20 at the door. Price also includes tasty appetizers and sweet treats with a cash bar available. The proceeds benefit the Mt. Prospect Parks Foundation Scholarship Program.

- Cindy Kaempfer went to the “Volunteer Fair” at the Mt. Prospect Library and 20 people showed interest in joining the Parks Foundation.
- The “Change Bowl Tree Campaign” collected over \$500 in pennies, nickels, dimes and quarters (loose change) from patrons throughout the year. We will continue the tree campaign in 2018.

Executive Report

Executive Director Dan Malartsik reviewed the following highlights:

- The Special Leisure Services Foundation (SLSF) exists to provide support and additional funding to NWSRA. The 2017 “Celebrate Ability” event will be held on Friday November 3 at Chevy Chase Country Club in Wheeling.
- Upcoming Meeting Reminders: October 25th at 6 p.m. Special Meeting for Capital Projects/Improvements presentation, review and discussion. Followed by the Regular Meeting at 7 p.m.; November 15th at 6 p.m. Special Meeting for FY 2017 Budget presentation, review and discussion. Followed by the Regular Meeting at 7 p.m.

Commissioner Tenuta likes the new layout for the department reports with the history and figures in the data box but would like a summary explaining some of the data fluctuation. President Kurka feels the same way but would also like in the footnotes the reasons (explanations) on why numbers have gone up or gone down.

Public Comment

Mr. Goodman asked about the Adoption #745 on the obligations of the park improvements. President Kurka explained how the bond issuances work and that the district does this annually. Executive Director Malartsik explained we are in the process of working on capital improvements.

MATTERS FROM COMMISSIONERS

None

Adjournment to Closed Session

Commissioner Massie motioned to adjourn to closed session at 8:20 p.m. for Section 2c(5): to discuss the purchase of real estate and Section 2c(6): to discuss the setting of a price for sale or lease of property owned by the public body ; 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.

Reconvene from Closed Session

Open session was reconvened at 9:06 p.m.

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

ADJOURNMENT

There being no further business to discuss, Commissioner Klicka moved to adjourn the Regular Meeting at 9:06 p.m.; seconded by Vice President Tenuta and carried by unanimous voice vote.

Respectfully Submitted,

William J. Starr