

Approved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, December 19, 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 Starr
Tim Doherty
Mike Murphy

Administrative Staff:

Jim Jarog, Interim Executive Director
Brett Barcel, Director of Golf Operations
Ruth Yueill, Director of Community Relations & Marketing
Teri Wirkus, Executive Professional Compliance Manager
George Giese, Superintendent of Business Services
Mary Kiaupa, Human Resource and Risk Manager
Brian Taylor, Director of Recreation
Sarah Thompson, Aquatics Manager
Nikki Bittner, Fitness Manager
Nancy Prosser, Facilities Manager

Professionals:

Tom Hoffman, Attorney
Lee Howard, GAI

Visitors:

John Fiandaca
Tom Veriucci
David Perns D.C.

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

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

PUBLIC COMMENT

John Fiandaca, of Player Pub & Grill requested to submit a RFP proposal for Concession Services at the Mt. Prospect Golf Club. President Kurka stated that the Golf Course Concession Agreement is on the Agenda and will be discussed.

APPROVAL OF MINUTES

Commissioner Starr motioned to approve the minutes from the Special Board Meeting on November 14, 2018; 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.

Commissioner Tenuta motioned to approve the minutes from the Regular Board Meeting on November 14, 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.

NEW BUSINESS

- A. Recreation Department Fitness Program update on Pass Restructuring and Staff Recommendation: Nikki Bittner-Fitness Manager, Sarah Thompson-Aquatic Manager, and Nancy Prosser- Facilities Manager were all present to discuss the Pass Restructuring to the Board. Brian Taylor, Director of Recreation made the presentation and explained the following:

- The MPPD survey revealed that over 80% of patrons were satisfied to very satisfied with the current offerings. Participants added they would like to see more hi-intensity training, mind & body and cardio classes.

The following events have been added to winter and spring programming line-up:

- January 5-12 is a “Free Week” of Passport classes-great start to a new fitness year and exposure to Rec Plex and all its offerings. Participants are encourage to bring a friend.
- Saturday, February 2 fitness is partnering with Lemons of Love for a Spin-a-Thon.
- Theme classes are popular- several seasonal workouts including Valentine’s Day, St. Patrick’s Day, April Fool’s Day and beyond.
- Participate in the Daily Herald Fittest Loser with the help of our trainers.
- Couch to 5K is a 8 week program leading up to the District’s 5K in June with our Running Specialist to assist the participant to meet their goal of running a 5K.
- Fitness Referral Program- refer a friend and get a free month added to their membership.
- Outdoor Workout Class that will utilize the fitness improvements made to Einstein Park.

Discussion: The Board discussed the Fitness programs, punch card, classes and prices, (Senior Discount, Super Seniors discount, College kids and Veterans (Military active) with the Fitness Department. Commissioner Tenuta asked if we had researched our prices and programs with other programs in the surrounding areas. Director Taylor explained staff has researched the surrounding areas and we are very competitive and unique with our offerings. Commissioner Doherty liked the new ideas and events and asked how are we going to get the word out. Marketing has been working with the Fitness Department and has been capitalizing on social media for the “All-In” program to get people into the door and excited. Commissioner Murphy wanted to know what number of passes would need to be sold to be considered successful. Director Taylor will research it and bring an answer back to the board. Nikki Bittner, Fitness Manager also explained how the “All-In” program/classes and the idea behind the concept. Commissioner Starr and Director Taylor reviewed the details of Gymnastics program. The IT department gave our patrons the ability to buy Fitness memberships online which is very unique to this District, other park district’s do not have that ability.

- B. Discussion regarding the approval of the Mt. Prospect Golf Club concession agreement for a term beginning April 1, 2019 and ending February 28, 2022.

Brett Barcel reviewed a few of the reasons for the recommendation to enter into a new agreement with Open Kitchens: (to name a few)

- An experienced and qualified vendor that has provided professional level food services to the Mt. Prospect Golf club over 20 years.
- Highly rated with our golfers and Golf Advisor reviews in food service and quality.
- Have exhibited an exemplary record in food inspections, rental payments and liquor license compliance over the past 20 years.

Having one vendor for an extended period is not at all uncommon in relation to this marketplace. Going out for RFP on an annual basis is not legally required if you are satisfied with the services as provided and terms as negotiated. Staff finds no merit in exercising the RFP

process in the currently limited marketplace which may put the district at risk of losing a quality vendor with decades of reliable service to our district.

Discussion: The Board discussed the benefits of going out for RFP(s) versus extending the agreement with Open Kitchens and reviewed the ending date for the agreement.

APPROVAL ITEMS

- A. The approval of the Mt. Prospect Golf Club concession agreement for a term beginning April 1, 2019 and ending February 28, 2022.

MOTION

Commissioner Starr moved to approve a three (3) year agreement with Open Kitchen L.L.C. to provide food service operations at the Mt. Prospect Golf Club for the period beginning 4/1/19 and ending on 2/28/2022.

<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 the Emergency purchase and installation of three (3) HVAC rooftop units required at the Central Community Center.
Bob Smith, Building Department Manager discussed that three of the existing RTU's had mechanical deficiencies that would create unsafe conditions if not repaired and recommended that these units be taken out of service and replaced as soon as possible. Due to the emergency nature of this project the Board unanimously agreed to pursue the purchase and installation of three rooftop units at the Central Community Center, number #1, #7 and #10, from the YMI Group at a cost not to exceed \$37,725.00.

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 Murphy motioned to ratify November Accounts Payable checks and EFT's in the amount of \$3,474,062.80 as listed on the Check Registers; 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.

RATIFICATION OF PAYROLL

Commissioner Murphy motioned to ratify November Payroll checks and Direct Deposits in the amount of \$461,212.04 as listed in this report; 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

None

Executive Report

Interim Executive Director Jarog reviewed the following highlights:

- 1-05-19 Representative from the Mt. Prospect Park District will host a job fair at Rec Plex to help fulfill summer staffing requirements.
- January 23, 2019 next Board Meeting
- Wished the Board of Commissioners Happy Holiday.

MATTERS FROM COMMISSIONERS

Commissioner Doherty like the facebook information on inline hockey; liked the free week on passport classes.

Commissioner Tenuta discussed questions/comments from residents she received recently. The conflict sheet for baseball received a compliment with the exception that a parent thought conflicts with practices times were not being addressed. Commissioner Tenuta ask the recreation department to address conflicts when scheduling practice times and can we offer parent an option of conflicts arise. Wave Pool: Received multiple comments from residents that the bottom of the wave pool cutting children's feet. Can this be addressed for upcoming season? Pool Passes: Families 6+ have to purchase extra individual passes One family in one household should be able to buy a pool pass without buying extra pass for each child. Received many questions about the park the village is building. Is the village planning on building more parks in addition to our 31 parks? Also, heard that the village is planning a spray park. Let's make sure we not duplicating our efforts since that is a future project the board has discussed.

ADJOURNMENT TO CLOSED SESSION at 9:01 p.m.

Commissioner Doherty motioned to adjourn to closed session for:
Section 2c(1): Personnel- To Discuss the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of One or More Specific Employees of the Public Body; 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.

Open Session was reconvened at 10:14 p.m.

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

-Approval to extend the existing agreement for Interim Executive Director Jarog for a sixty (60) day period.

MOTION

Commissioner Doherty motioned to approve to extend the existing agreement for Interim Executive Director Jarog for a sixty (60) day period; seconded by Commissioner Tenuta and carried by unanimous voice vote.

ADJOURNMENT

Commissioner Tenuta moved to adjourn the Regular Board Meeting at 10:15 p.m.; seconded by Commissioner Murphy and carried by unanimous voice vote.

Respectfully Submitted,

William J. Starr, Secretary