

Approved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, February 13, 2019 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
Bill Klicka
Tim Doherty
Ray Massie
Mike Murphy

Administrative Staff:

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

Staff:

Bob Smith, Building Department Manager
Matt Dziubinski, Fleet Services Manager

Professionals:

Lee Howard, GAI
Brad O'Sullivan, GAI
Tom Hoffman, District Attorney

Visitors:

Louis Goodman
David V. Perns D.S.

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

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

Public Comment

Louis Goodman congratulated the Board for hiring the new Executive Director Jim Jarog.

APPROVAL OF MINUTES

Commissioner Massie motioned to approve the minutes as amended from the Regular Board Meeting on January 23,2019; seconded by Commissioner Doherty.

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.

APPROVAL ITEMS

- A. Approval of the emergency purchase and installation of three (3) HVAC rooftop units required at the Central Community Center.

Executive Director Jarog explained this matter was brought to the Regular Board at the December 19, 2018. There wasn't the mandated six Board members present to formally approve the motion so Staff is now requesting ratification for this emergency replacement project for \$37,725 for the YMI Proposal Units 1,7,10.

MOTION

Commissioner Massie moved to approve the emergency purchase and installation of three rooftop units at the Central Community Center, numbers #1, #7, and #10, from the YMI Group at a cost not to exceed \$37,725.00; seconded by Commissioner Tenuta.

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.

- B. Approval of the purchase of a 2019 Toro Groundmaster 350-D Rough Mower

Matt Dziubinski, Fleet Services Manager proposed purchase is identified in the District's FY-2019 Capital Improvement Plan which has been previously approved by the Board. Matt recommended the 2019 Toro Groundmaster 3500-D Rough Mower in the amount of \$33,614.65.

MOTION

Commissioner Starr moved to approve the purchase of a 2019 Toro Groundsmaster 3500-D Rough Mower in the amount of \$33,614.65 (NIPA Contract #1130124) from Reinders, Inc.; 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.

C. Approval of the purchase of a Toro Greensmaster TriFlex 3300 Tee Mower
Matt Dziubinski, Fleet Services Manager proposed purchase is identified in the District's FY-2019 Capital Improvement Plan which has been previously approved by our Board. Recommended the 2019 Toro Groundsmaster TriFlex 3300 Tee Mower in the amount of \$34,228.12.

MOTION

Commissioner Murphy moved to approve the purchase of a 2019 Toro Greensmaster TriFlex 3300 in the amount of \$34,228.12 (NIPA Contract #1130124) from Reinders, Inc.; 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.

D. Approval for staff to execute the Consent Letter from Knutte & Associate, PC, assigning the Park District's auditing agreement to Sikich LLP for fiscal years 2018, 2019 and 2020.
Superintendent George Giese, explained at the July 25, 2018 board Meeting the Board authorized staff to renew our auditing agreement with Knutte & Associates, PC for fiscal years 2018, 2019 and 2020. The Consent Letter would formally assign the agreement to Sikich LLP. All terms and pricing in the original agreement will be honored by Sikich LLP which is a leading professional service firm, now ranking as the 28th largest Certified Public Accounting firm in the country.

MOTION

Commissioner Massie moved to authorize Jim Jarog to execute the Consent Letter from Knutte & Associates, PC, assigning the Park District's auditing agreement to Sikich LLP for fiscal years 2018, 2019 and 2020; 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.

UNFINISHED BUSINESS

A. All In Fitness Update

Director Brian Taylor gave an update on the "All In" membership promotion and addressed questions from the Board.

B. Tentative Budget and Appropriation Ordinance- FY 2019

The Tentative Budget & Ordinance draft has been made available for public inspection/review at the front desk at Central Community Center, Mount Prospect & Des Plaines Libraries and Human Services at the Village Hall. The FY 2019 Operating Budget and the 2019 Budget and Appropriation Ordinance are scheduled to be approved at the March 2019 Regular Meeting.

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

A. Ratification of Travel Expenses Submitted by Commissioners

Superintendent Giese explained per Park District Ordinance #733 adopted by the Board on October 2016, any expenses for travel, meals and lodging of any member of the Board, must be approved by a roll call vote at an open meeting of the Park Board.

MOTION

Commissioner Klicka moved to approve/ratify the travel expenses submitted by Commissioners for attending the 2019 IAPD/APRA State Conference as follows: Commissioner Ray Massie: \$25.00; 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 Klicka motioned to ratify January 2019 Accounts Payable checks and EFT's in the amount of \$553,613.58 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 January 2019 Payroll checks and Direct Deposits in the amount of \$285,571.72 as listed in this report; 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.

Executive Report

Interim Executive Director Jim Jarog reviewed the following highlights:

- February 18, 2019: Presidents' Day Swim RecPlex
- February 25, 2019: Resident Preschool Registration Begins
- March 1, 2019: Mother & Son Hoedown Night
- March 9, 2019: Live Music/The Johnny Burnett Band Friendship Park Conservatory

- State Proposed Minimum Wage Increase: Governor Pritzker has made it a priority to increase the state's minimum wage. This is being watched closely by the Park District and all municipalities and will continue to monitor this matter closely as it progresses.
- FY 2019 Budget & Appropriation Ordinance: The Combined Budget & Appropriation Ordinance for FY 2019 will come before the Board for adoption at the March 20, 2019 Regular Board Meeting.

Discussion: The Members of the Board with advice from our Park District Attorney discussed how to handle getting the information about the potential minimum wage changes and the impact it would have on the Park District and the residents.

MATTERS FROM COMMISSIONERS

Commissioner Tenuta asked staff and fellow commissioners to share session information from the IAPD/IPRA conference.

Commissioner Doherty remarked how well attended the Mardi Gras event was and congratulated staff on such a great event.

Public Comment

None

Adjournment to Closed Session

Commissioner Tenuta motioned to adjourn to closed session at 7:57 p.m. for:

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 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.

Reconvene from Closed Session

Commissioner Starr motioned to reconvene to Open Session at 8:10 p.m. and seconded by Commissioner Murphy and was carried by unanimous voice approval.

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

Commissioner Starr motioned to approve the Employment Agreement with Jim Jarog to serve as the Executive Director for the Mt. Prospect Park District; seconded by Commissioner Murphy.

<u>Roll Call Vote</u>	Ayes	Nays	Absent
Commissioner Kurka	X		

2-13-19
Approved Minutes

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.; seconded by Commissioner Tenuta and carried by unanimous voice vote.

Respectfully submitted,

Bill Starr, Secretary