

Approved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, May 22, 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
Bill Starr
Tim Doherty
Mike Murphy

Administrative Staff:

Jim Jarog, Executive Director
Brett Barcel, Director of Golf Operations
George Giese, Superintendent of Business & IT Services
Ruth Yueill, Director of Community Relations and Marketing
Teri Wirkus, Executive Compliance Officer
Kathy Muellner, Early Childhood & Youth Manager

Professionals:

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

Visitors:

Sue Adams & Family
David V. Perns D.C.
Bob Szeliga

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

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

OATH OF OFFICE

Commissioner Starr administered the Oath of Office to Timothy Doherty and Michael Murphy. Each stated the following concurrently:

I, stated their name,, having been elected to the office of Park Commissioner in the Mt. Prospect Park District in the County of Cook aforesaid, DO SOLEMNLY SWEAR, that I will support the Constitution of the United States and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Park Commissioner to the best of my ability.

As a member of the board I will:

Represent the interests of all people in my community. I will not favor any particular special interests. Not use my service on this board for my own personal advantage or for the advantage of my friends or supporters.

Keep privileged information confidential.

Approach all board issues with an open mind, prepared to make the best decisions for everyone involved.

Do nothing to violate the trust of those who elected or appointed me to the board or of those we serve.

Focus my efforts on the mission of the agency and not on my personal goals.

Never exercise authority as a board member except when acting in a meeting with the full board or as I am delegated by the board.

Congratulations to the re-elected Board Commissioners.

APPROVAL OF MINUTES

Commissioner Murphy motioned to approve the minutes from the Regular Board Meeting on April 24, 2019; seconded by Commissioner Starr.

<u>Roll Call Vote</u>	Ayes	Nays	Absent
Commissioner Kurka	X		
Commissioner Tenuta			X
Commissioner Starr	X		
Commissioner Klicka			X
Commissioner Doherty	X		
Commissioner Massie			X
Commissioner Murphy	X		

Motion passed.

Public Comment

None

NEW BUSINESS

A. Recognition of Susan Adams

Kathy Muellner, Early Childhood & Youth Manager, presented Susan Adams and her accomplishments during her 30 years at the Mt. Prospect Park District . Susan started her career at the Conservatory in 1989 teaching and finished her career (after teaching 1,300 young ones) as head of the Mt. Prospect Preschool Program.

B. New Parks & Planning Director-Scott Elman

Executive Director Jarog introduced Scott Elman, Director of Parks & Planning, who has over 30 years experience as a Landscape Architect. Scott possesses extensive knowledge pertaining to the public procurement process including project planning, bidding, and construction management. He oversaw the design and replacement of 58 parks and playgrounds, focusing on ADA improvements to all of the park amenities.

Scott Elman, Director of Parks & Planning thanked the Board and expressed his gratitude for the opportunity to work again at the Mt. Prospect Park District.

C. Utilizing a Consent Agenda-discussion.

Attorney, Thomas Hoffman explained to the Board that a **consent agenda** is a board meeting practice that groups routine business and reports into one **agenda** item. The **consent agenda** can be approved in one action, rather than filing motions on each item separately. The Board’s consensus was to incorporate this as part of our approval process at future Board meetings.

Financial Advisor’s Report

Lee Howard, Financial Advisor-GAI, reviewed the year to date departmental expenditures analysis, revenue trends and profitability of the District’s key revenue facilities and answered questions from the Board.

RATIFICATION OF ACCOUNTS PAYABLE

Commissioner Murphy motioned to ratify April 2019 Accounts Payable checks and EFT’s in the amount of \$758,050.81 listed on the Check Register; seconded by Commissioner Starr.

<u>Roll Call Vote</u>	Ayes	Nays	Absent
Commissioner Kurka	X		
Commissioner Tenuta			X
Commissioner Starr	X		
Commissioner Klicka			X
Commissioner Doherty	X		
Commissioner Massie			X
Commissioner Murphy	X		

Motion passed.

RATIFICATION OF PAYROLL

Commissioner Murphy motioned to ratify April 2019 Payroll Checks and Direct Deposits in the amount of \$308,573.83 listed on this report; seconded by Commissioner Starr.

<u>Roll Call Vote</u>	Ayes	Nays	Absent
Commissioner Kurka	X		
Commissioner Tenuta			X
Commissioner Starr	X		
Commissioner Klicka			X
Commissioner Doherty	X		
Commissioner Massie			X
Commissioner Murphy	X		

Motion passed.

EXECUTIVE REPORT

Executive Director Jim Jarog reviewed the following highlights:

Upcoming dates:

- May 24, 2019: Cosmic Skate Party 7-9 pm CCC
- May 25, 2019: Meadows Pool Opening Day 11am-5pm
- May 27, 2019: Memorial Day Ceremony
- June 1, 2019 Big Surf Opening
- June 15, 2019: Go Green 5K Family Fun Race and the first time for the 1 mile Family Fun Run
- FY 2018 Comprehensive Annual Financial Report (CAFR/Annual Audit):
Sikich Accounting was on site May 6th through May 9 to perform our FY2018 annual financial audit. Sikich Accounting will be presenting the CAFR to our Board at the June 26th Regular Board Meeting.
- The Annual Meeting for the park district will be part of the June 26th Regular Board Meeting.
- Strategic Plan Annual Update: Staff will be presenting the first annual Strategic Plan update to the Board at the June 26th Board Meeting.

Public Comment

None

COMMENTS/MATTERS FROM COMMISSIONERS

Commissioner Doherty thanked the Foundation for such a wonderful time at the “Early Plant Sale Fundraiser” evening. It was a nice time and his wife won such great gifts.

ADJOURNED TO CLOSED SESSION

Commissioner Doherty moved to adjourn to closed session:

SECTION 2(c) (5): The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.

SECTION 2(c) (8): Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property.

Seconded by Commissioner Starr.

<u>Roll Call Vote</u>	Ayes	Nays	Absent
Commissioner Kurka	X		
Commissioner Tenuta			X
Commissioner Starr	X		
Commissioner Klicka			X
Commissioner Doherty	X		
Commissioner Massie			X
Commissioner Murphy	X		

Motion passed.

RECONVENED FROM CLOSED SESSION

Commissioner Starr moved to reconvene to Open Session Regular Meeting; seconded by Commissioner Murphy

Commissioner Kurka	X		
Commissioner Tenuta			X
Commissioner Starr	X		
Commissioner Klicka			X
Commissioner Doherty	X		
Commissioner Massie			X
Commissioner Murphy	X		

Motion passed.

TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

ADJOURNMENT

Commissioner Murphy moved to adjourn the Regular Board Meeting; seconded by Commissioner Starr and was carried by unanimous voice vote.

Respectfully submitted,

William J. Starr