

Remote/ Boardroom- Regular Board Meeting August 19, 2020

An In Person/ Remote Regular Board Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, August 19, 2020 in the BoardRoom and remote call-in for the Regular Park Board Meeting.

Call to Order

President Kurka called to order the Inboard Room/Remote Regular Park Board Meeting of the Mt. Prospect Board of Commissioner, Wednesday, August 19, 2020 at 7 p.m.

Commissioner Starr calls Roll Call for the Board:

On roll call, the following commissioners were present in person:

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

Identification of Attendees CCC Board Room /remote online by IT monitor, Jon Zgoda

Administrative Staff/Recreation Staff

Jim Jarog, Executive Director
Teri Wirkus, Executive Compliance Officer
Mary Kiaupa, Human Resource & Risk Manager
Ruth Yueill Director of Community Relations and Marketing
Brett Barcel, Director of Golf Operations
George Giese, Superintendent of Business & IT Services
Nick Troy, Director of Recreation
Kevin O'Donnell, Athletic Coordinator
Kristina Winans, Early Childhood Youth Coordinator
Nancy Prosser, Facility Manager
Ann Zimmerman, Cultural Arts Manager
Brian Hecker, CCC Facility Coordinator
Mike Azzaretto, Aquatic & Fitness Manager
Barb Koch, FPC Facilities Manager
Linda Zalewski, Aquatics Coordinator
Joe Hoffman, IT Services/Registration Manager
Jon Zgoda, IT / Remote Meeting Moderator

Professionals

Tom Hoffman, District Attorney
Lee Howard, CPA
Tracey Crawford, NWSRA
Anthony Cervini, Sikich LLP
Dan Forbes, Speer Financial

Visitors

Mark Anderberg
Jim Christopoulos
Tim Arranties
Justin Meadheim
Bob Caldrone
Mat Parisi
Henry Bobowski
Daniel Gadow
Chris Powell
Victor Rose
Tim Arvanites
Rob Robinson
Matt Skelton
Scott McGoon

Commissioner Starr led the Pledge of Allegiance.

CHANGES OR ADDITIONS TO REGULAR MEETING AGENDA

None

APPROVAL OF AGENDA

Commissioner Klicka motion to approve the agenda and seconded by Commissioner Starr.

Commissioner Starr called Roll Call:

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

APPROVAL OF CONSENT AGENDA

President Kurka asked for a motion for approval on the Consent Agenda as follows:

*Approval of Minutes: Remote Regular Board Minutes, July 22, 2020

*Ratification of Accounts Payable, July 2020 Checks and EFT's in the amount of \$452,895.08 as listed on check register

*Ratification of Payroll, July 2020 Checks and Direct Deposits in the amount of \$249,614.96 listed on this report

MOTION

Commissioner Massie moved to approve the Consent Agenda as presented; seconded by Commissioner Doherty.

Commissioner Starr called Roll Call:

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

President Kurka read the following statement: Tonight's Park Board meeting is being held on an in-person basis for the Commissioners and for such of the Staff and general public that may wish to be physically present, while still allowing the general public to attend remotely due to the pandemic and the Governor's Executive Order still in effect declaring a public emergency. All votes, however, will still be roll call votes.

NEW BUSINESS

A. 2020 Bond Sale-Speer Financial (Presentation/Discussion)

George Giese, Superintendent of Business & IT Services introduced Dan Forbes from Speer Financial. Mr. Forbes reviewed the General Obligation Limited Tax Bond information for our District's upcoming 2020 bond issuance. Mr. Forbes asked if there were any questions regarding this year's sale as well as the District's existing long-term debt. There were no questions.

PUBLIC HEARING

Bond Issue Notification Act (BINA) – Public Hearing concerning the intent of the Board of Park Commissioners of the Mt. Prospect Park District, Cook County, Illinois to sell \$3,750,000 General Obligation Limited Tax Park Bonds, the proceeds of which will be used for the building, maintaining, improving and protecting of District land and facilities, to provide for the payment of certain outstanding obligations of the District and for the payment of expenses incident thereto.

President Kurka stated: “I now call to order the Bond Issuance Notification Act public hearing, as advertised.”

The purpose of this hearing is to receive public comments on the proposal to sell \$3,750,000 General Obligation Limited Tax Park Bonds the proceeds of which will be used for the building, maintaining, improving and protecting of District land and facilities, to provide for the payment of certain outstanding obligations of the District and for the payment of expenses incident thereto.

President Kurka asks for written or oral comments from the Commissioners. No comments.

President Kurka asks for written or oral comments from the public. No comments.

President Kurka asks for additional comments from the public. No comments.

President Kurka asks for a motion to **finally adjourn** the Public Hearing.

Commissioner Massie made the motion to finally adjourn the Public BINA Hearing and seconded by Commissioner Tenuta.

Commissioner Starr called Roll Call:

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

Motion Passed

President Kurka declares the hearing **finally adjourned**.

PUBLIC COMMENT

Mark Anderberg; Jim Christopoulos; Tim Arranties; Justin Meadheim; Bob Caldrone; Matt Parisi; Henry Bobowski; Daniel Gadow; Chris Powell; Victor Rose spoke to the Board at the Board meeting and expressed their opinions of how the Baseball/Softball Program has been handled the last few years.

Some of the comments were as follows: The program has suffered due to the the disbanding of the advisory committee and asking for the return of the advisory committee; when suggestions were raised at the Advisory Committee they were never implemented; big issue with scheduling; lack of communication from the park district to the parents or none at all; received calendar sometimes only a week in advance-people need schedules in advance; delay of information about playoffs; unorganized/general disorganization for the past few years; rainouts were cancelled/cancellations of games and the players weren't told and then found out at the fields; no physical representation from the park district at the games or practices-need a monitor at the fields to answer questions; no signs stating the expectations of the public in the field or on the benches to distancing or what direction at the beginning of the pandemic; asked questions about rule changes but never received an answer from the district; questions concerning time limits vs innings-sometimes they don't even go through the roster; emailed/text the park district-slow response or if at all; feel a general apathy in support of the softball program; advisory committees for all the park district sports and start to communicate with affiliates; survey is useless if not available review/not implemented-why take the time to fill it out; softball programs seem to get less attention than baseball; softball program volunteers had to go find teams to play-the park district didn't find them; the park district doesn't use the resources of their volunteers who have a lot of experience; uniforms-every size does not fit all-get uniforms that fit and make the girls feel proud; no professionalism; no consciousness to detail; too many only Saturday games-what about Saturday rainouts; need more practices- sometimes only one per week; pricing too expensive and wasn't know ahead of time-keep pricing down; one person can't handle everything; trophies were just handed out instead of making it a big day; need to support all programs throughout the park district-everyone work together.

APPROVAL ITEM

A. Acceptance of the Comprehensive Annual Financial Report-FY 2019

George Giese, Superintendent of Business & IT Services introduced Anthony Cervini from Sikich LLP. Mr. Cervini commended Mt. Prospect Park District for going above and beyond with the preparation of the CAFR and receiving the Certificate of Achievement. Mr. Cervini reviewed the CAFR booklet page by page with the Board.

Discussion: There were no questions or discussion on the CAFR report..

MOTION

Commissioner Doherty moved to accept the Fiscal Year 2019 Comprehensive Annual Financial Report and seconded by Commissioner Massie.

Commissioner Starr called Roll Call

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

B. Recommendation to Revise the Mt. Prospect Park District Personnel Manual

Mary Kiaupa, Human Resource & Risk Manager explained after working with Executive Director Jarog and District Attorney Tom Hoffman that the following language in regard to the dismissal of an employee responsible to the Executive Director has been recommended as follows:

In the case of dismissal of a supervisory employee directly responsible to the Executive Director, the employee may request a review by the Board of Commissioners. Such a request shall be delivered in writing to the Executive Director not later than 5 business days after the date the dismissal was rendered and upon the Executive Director's receipt of such request it shall be deemed granted and the Executive Director shall give the President written notice of same within 10 business days after the dismissal. The Executive Director shall then inform the dismissed supervisory employee of the date for the review by the Park Board, which shall be not less than 20 nor more than 30 days after the date the dismissal was rendered and at which the dismissed employee shall not have the right for legal counsel to be present on his/her behalf. The review shall be conducted in closed session and the dismissal may only be overturned upon the affirmative votes of not less than a majority of all the Commissioners at a duly called open meeting of the Park Board. The discretion of the Park Board in making any decision on the matter shall be absolute and not subject to further review.

Discussion:

Commissioner Kurka had a question concerning the time frame. Attorney Hoffman explained it would be an agenda item in the closed session for Section 2(c)1 and action if any taken when you come to the open meeting.

Commissioner Tenuta asked if Human Resources would still be involved and why so many days and not have the expectation to inform the board. Mrs. Kiaupa explained that Human Resources would still be involved in the process and now it is a clearing defined process. Attorney Hoffman stated that the number of days could be changed to expedite the process. After discussion with the Board there was a recommended motion.

MOTION

Commissioner Murphy moved to approve the Staff's recommendation to update The District's Personnel Policy for the appeal process for dismissed employees responsible to the Executive Director to include the language as presented in the packet this evening and seconded by Commissioner Starr.

Commissioner Starr called Roll Call

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

ADOPTION ITEMS

- A. Resolution 786--Resolution Ratifying the Assessment for Calendar Year 2021 as Recommended by the Board of Trustees of the Northwest Special Recreation Association

George Giese, Superintendent of Business & IT Services introduced Tracey Crawford, Executive Director of the Northwest Special Recreation Association who will be discussing the Assessment for Calendar Year 2021 as recommended by the Board of Trustees of the Northwest Special Recreation Association which is an annual adoption. Ms. Crawford reviewed the information in the packet page by page and explained assessment was based on the formula factor in both EAV and gross population numbers of each member district as part of the overall calculation, with ceiling/floor controls in place to govern the overall assessment year to year and also explained the 2021 Special Recreation Fund recommendations.

Discussion: Commissioner Starr asked if the Special Recreation Fund isn't used will we lose it. Ms. Crawford recommends to use the fund for its purpose and keep a reasonable balance and it will go into the next year.

MOTION

Commissioner Doherty moved to adopt Resolution #786 ratifying the assessment for calendar year 2021 as recommended by the Board of Trustees of the Northwest Special Recreation Association in the amount of \$360,825.27 and seconded by Commissioner Massie.

Commissioner Starr called Roll Call:

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

FINANCIAL ADVISOR'S REPORT

Lee Howard, Financial Advisor-GAI, summary of all funds; attached the year- to- date departmental expenditures analysis, revenue and the District's key revenue facilities in the packet and the impact of COVID 19 and projections/look for year end.

Mr. Howard and Executive Director Jarog answered questions from the Board.

EXECUTIVE REPORT

Executive Director Jarog reported on the following:

Staff has planned and programmed what they can with limitation and everyone has been working very hard and that includes-

- Saturday, September 12, 2020: Fishing Derby at Clearwater Park
- Sunday, September 13, 2020: Bandshell Concert- the circles have been a great success
- Monday, September 14, 2020: Fall Dance Term begins
- Tuesday, September 15, 2020: outdoor fitness class begins at the bandshell
- LRC parking lot: Village would like the Board to consider allowing residents to park there since the lack of commuters for a fee (that would help with revenue); this would be handled under the original IGA and the Village maintains that portion of the parking lot under the original IGA
- Acknowledge the passing of prior Commissioner James Graves- his son Peter Graves wanted to open a fund through the Mt. Prospect Foundation called Hearts Foundation in Mr. Graves' name and Director Yueill has been working with Peter Graves .

Discussion:

Commissioner Tenuta stated that the revenue numbers in programs are down, asked what changes will happen for fall classes. Director Troy explained that staff has programmed about 500 programs this summer. We are about 54% cancellation rate-with the huge impact. Commissioner Tenuta heard from the community that the families are looking for activities, what could we do differently to outsource an activity away from their computers. We need upticket programming revenue for the fall. Director Troy stated we had a positive summer with the programs that were offered-we touched nearly 2,500 participants and we are offering the same programs during a nonCOVID time now with all the COVID

restrictions. There was a discussion on E learning and hours being offered for working parents and possible two levels for what the public (parents) needs and wants from District 59.

Commissioner Doherty stated parents are posting on social media from District 59/57 looking for activities for the children to attend. Safety wise the park district does a fantastic job with programs and when parents realize this they will come. Fantastic job! Commissioner Starr and Kristina Winans, Early Childhood Youth Coordinator discussed the preschool program size and ages at Central Community Center and RecPlex. Commissioner Starr commented on how great camp went this summer.

Public Comments:

None

COMMISSIONER COMMENTS/MATTERS FROM THE COMMISSIONERS

Commissioner Doherty stated how nice Commissioner Graves was and was a mentor and condolences to his family. Commissioner Kurka also sent his condolences and how great he was.

ADJOURNMENT

Commissioner Starr called for adjournment at 9:40 pm and seconded by Commissioner Massie.

Commissioner Starr called Roll Call:

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

Respectfully submitted,

William J. Starr, Secretary