

Approved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, March 17, 2021 at Central Community Center Facility and Remote of said Park District. President Kurka called the meeting to order at 7:00 p.m.

Commissioner Starr calls Roll Call for the Board

On roll call, the following commissioners were remotely present:

Roll Call	Present	Absent
Commissioner Kurka	X	
Commissioner Tenuta	X	
Commissioner Starr	X	
Commissioner Klicka	X	
Commissioner Doherty	X	
Commissioner Massie	X	
Commissioner Murphy	X	

President Kurka reads the following statement:

"As President of the Park Board and due to the recent changes to the Open Meetings Act, it falls upon me to make a determination as to the reason tonight's Park Board meeting is being held remotely and not "in-person". It is my determination that it is neither practical nor prudent to have tonight's Board meeting "in-person", my reasoning being the continuing pandemic and its attendant health risks as well as the current restrictions on gatherings imposed by the Gubernatorial Executive Orders and the existing health-related disaster declarations. For these reasons I have also concluded that it is also unfeasible to hold tonight's Board meeting on an in-person basis at the regular location for Board meetings, Central Community Center (CCC).

Therefore tonight's Board meeting is being held by remote virtual means, and specifically through the use of the audio capacities of the Zoom platform.

I wish to note for the record that I reasonably expect to make the same determination at the beginning of each subsequent remote-means meeting of the Park Board while the disaster declaration remains in effect. I invite any Commissioner who might instead wish to resume in-person Park Board meetings sooner than I am suggesting, to contact me between Board meetings to inform me of such.

Thank you everyone.

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, Director of Administration
Nick Troy, Director of Recreation
Ann Zimmerman, Cultural Arts Manager
Mike Azzaretto, Aquatic & Fitness Manager
Linda Zalewski, Aquatics Coordinator
Joe Hoffman, IT Services/Registration Manager
Jon Zgoda, IT Professional/ Remote Meeting Moderator
Kevin O'Donnell, Athletic Coordinator
Brian Hecker, CCC Facility Coordinator
Anita Zvejnieks, RP Center Director
Nancy Prosser, Facility Manager
Ben Kutscheid, Park Planner
Matthew Dziubinski, Superintendent of Parks & Planning
Kristina Winans, Early Childhood Youth Coordinator
Jeff Langguth, PGA Head Professional
Tim Sullivan, Athletic Supervisor

Professionals

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

Visitors :

None

Commissioner Starr led the Pledge of Allegiance.

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

Commissioner Starr motioned to approve the agenda; seconded by Commissioner Murphy:

Commissioner Starr called Roll Call Vote:

<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.

APPROVAL OF CONSENT AGENDA

- A. Approval of Regular Board Meeting Minutes for February 10, 2021
- B. Approval of the Special Board Meeting Minutes for February 16, 2021
- C. Approval of the Special Board Meeting Minutes for March 2, 2021
- D. Ratification of Accounts Payable for February 2021 in the Amount of \$496,893.79
- E. Ratification of Payroll for February 2021 in the Amount of \$222,203.86
- F. Approval/Authorization to Sell Liquor at the following Special Events in 2021: Green & White Adult Soccer Tournament on September 11-12, 2021 at the Majewski Athletic Complex.
- G. Approval/Authorization to Serve Liquor at the following Special Events in 2021: The Mount Prospect Chamber of Commerce Golf Outing on September 23, 2021 at the Mt. Prospect Golf Club.
- H. Approval of 2021 GPSi Golf Cart GPS Lease Agreement in the amount of \$38,916.00

MOTION

Commissioner Starr motioned to approve the consent agenda; seconded by Commissioner Tenuta

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

Motion passed.

UNFINISHED BUSINESS

Final Review of Proposed FY2021 Budget

Executive Director Jarog stated that the final version of the 2021 budget will be reviewed tonight and this year's process has been extremely challenging with so many unknowns still on the horizon due to Covid -19. He explained the budget has been well thought out and structured to provide a strong funding plan for our District over the course of 2021. He thanked the Board for their input during this year's budget process which was very valuable to staff. He also thanked staff and GAI and applauded everyone involved in the process for all their efforts.

PUBLIC HEARING

ORDINANCE NO. 795: AN ORDINANCE MAKING A COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS FOR MT. PROSPECT PARK DISTRICT, COOK COUNTY ILLINOIS, FOR THE FISCAL YEAR BEGINNING ON THE 1ST DAY OF JANUARY, 2021, AND ENDING ON THE 31ST DAY OF DECEMBER, 2021.

PUBLIC HEARING

President Kurka: "I will now call to order the public hearing on the 2021 tentative combined annual budget and appropriation ordinance. This ordinance has been on display and available for public inspection for the required 30 day period and notice of this public hearing was published at least 7 days prior to this evening in compliance with law.

- The total appropriations for 2021 are \$22,660,975, comprised as follows:
- Corporate Fund: \$2,852,877
- Recreation Fund: \$8,361,058
- Paving and Lighting Fund: \$199,150
- Social Security Fund: \$556,015
- Liability Insurance Fund: \$814,422
- Handicapped Recreation Fund: \$1,749,694

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- Illinois Municipal Retirement Fund: \$755,807
- District Capital Labor: \$602,244
- Bonds and Interest Fund: \$5,582,399
- Conservatory Fund: \$ 1,024,289
- Capital Improvement Fund: \$143,000

Are there any comments or questions from the Commissioners? None

Are there any comments or questions from the public? None

If there are no further comments or questions, the 2021 annual budget and appropriation ordinance is on the agenda for adoption consideration and adoption during tonight’s board meeting.

I will entertain a motion to adjourn the public hearing.

Commissioner Tenuta motion to adjourn the public hearing; seconded by Commissioner Starr

A motion to adjourn the public hearing portion of tonight’s meeting has been made and seconded, will the secretary please call the roll?

Commissioner Starr called Roll Call Vote:

<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.

The motion has passed and the public hearing on the 2021 annual budget and appropriation ordinance is adjourned at 7:34 pm

PUBLIC COMMENT

None

ADOPTION ITEMS

A. ORDINANCE NO.795: AN ORDINANCE MAKING A COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS FOR MT. PROSPECT PARK DISTRICT, COOK COUNTY ILLINOIS, FOR THE FISCAL

YEAR BEGINNING ON THE 1ST DAY OF JANUARY, 2021, AND ENDING ON THE 31ST DAY OF DECEMBER, 2021

MOTION

Commissioner Tenuta motion to adopt Ordinance No. 795 An Ordinance making a combined Annual Budget and Appropriation of Funds for Mt. Prospect Park District, Cook County Illinois, for the Fiscal Year Beginning on the 1st Day of January, 2021 and Ending on the 31st Day of December, 2021; seconded by Commissioner Murphy.

Commissioner Starr called Roll Call Vote:

<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.

B. ORDINANCE No. 796: PURSUANT TO SECTION 8-22 OF THE PARK DISTRICT CODE (70 ILCS 1205/8-22), THE BOARD OF PARK COMMISSIONERS OF THE MOUNT PROSPECT PARK DISTRICT HAS REVIEWED STAFF’S REPORT FINDING THAT THE PROPERTY IS NO LONGER NECESSARY, USEFUL TO OR FOR THE BEST INTEREST OF THE DISTRICT AND RECOMMENDING TO SELL OR OTHERWISE CONVEY IN ANY OF THE FOLLOWING MANNERS:TRADE-IN, SALE, OR OTHERWISE CONVEY, OR DISPOSE, IN SUCH MANNER(S) AND AT SUCH PRICES AS THE EXECUTIVE DIRECTOR SHALL IN HIS SOLE DISCRETION DETERMINE.

MOTION

Commissioner Massie motion to adopt Ordinance No. 796 An Ordinance Pursuant to Section 8-22 of the Park District Code (70 ILCS 1205/8-22), the Board of Park Commissioners of the Mount Prospect Park District has reviewed staff’s report finding that the property is no longer necessary, useful to or for the best interest of the District and recommending to sell or otherwise convey in any of the following manners: trade-in, sale, or otherwise convey, or dispose, in such manner(s) and at such prices as the Executive Director shall in his sole discretion determine; seconded by Commissioner Starr.

Commissioner Starr called Roll Call Vote:

<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.

APPROVAL ITEMS

D. Approval of the Proposed Purchasing Policy Updates

George Giese, Director of Administration summarized the background of the Board approved Purchasing Policy from January 2018 and explained the reasons for the proposed updates to the Purchasing Policy. He reviewed the hierarchical changes of the first tier of approval for the Departments along with the second tier of approval limits. He explained that a survey was conducted of nearby park districts for comparison purposes. Mr. Giese also reviewed the processes and special circumstances updates and asked the Board if there were any questions.

MOTION

Commissioner Massie moved to approve the Purchasing Policy as updated, effective as of today, March 17th, 2021; seconded by Commissioner Tenuta.

<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.

FINANCIAL ADVISOR'S REPORT

Lee Howard, Financial Advisor-GAI, attached the year to date departmental expenditures analysis, revenue trends and profitability of the District's key revenue facilities in the packet. Mr. Howard also put together snap shots of financial scenarios during this COVID 19 impact. Mr. Howard and Executive Director Jarog answered questions from the Board.

EXECUTIVE REPORT

Executive Director Jim Jarog reviewed the following:

- March 22-26: Spring Break - various camps, classes and programs
- Thursday, April 1: Summer Day Camp Registration begins
- Saturday, April 17: Mt. Melas Adventure Run, Melas Park
- Saturday, April 24: Earth Day Celebration, FPC
- Monday, April 26: Summer Registration begins. Program Guide available at mppd.org
- FY 2021 B & A Ordinance: Has been approved and the FY2021 Appropriation has been approved to allow for the necessary spending authority should additional programming be allowed later this year, depending on the status of COVID-19 pandemic and restrictions at the time.

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- IAPD held a virtual legislative breakfast zoom meeting with some of the topics included considerations for COVID relief funding, the status of the OSLAD grant program, and State Minimum Wage increases to name a few.
- The Governor will be reviewing the possibility of going into another Phase with relaxation on restrictions hopefully at the end of this week.
- Spring Fling was a new event last weekend at Friendship Park Conservatory; great positive feedback from the participants and just want to thank the staff.

Commissioner Murphy asked staff to look into the construction that is underway at Lions School that borders our baseball fields. Executive Director Jarog stated they will look into this matter.

Commissioner Klicka asked when the Golf Course will be opening. The driving range is open and the course will be opening this weekend (weather permitting).

Commissioner Tenuta stated it was great to see programs coming about and a great genius marketing plan on instagram and online brochure and feels this must have really helped with the upcoming Mt. Melas event by explaining what this event was all about.

Commissioner Tenuta thought Spring Scramble at the Golf Course was a great idea but didn't like the registration to go first to permanent t-time holders and should be open to all residents at the same time. Director Brett Barcel explained the team was trying something new to make it fair but they have decided to go back to opening everything up at the same time everyone again.

Commissioner Tenuta asked what the plans for Preschool registration were in the Fall. Kristina Winans, Early Childhood Youth Coordinator stated registration started on February 8 for PreK and 3 year olds are near capacity. She explained that they are working on virtual tours for the parents and the children to see all the classrooms. She is monitoring the rules for capacity for any changes on restrictions for the classes during COVID.

Commissioner Tenuta remarked to Mike Azzaretto, Aquatic & Fitness Manager, that she really would like to see the same type of instagram presents, for example like pound fitness also highlight some of your other fitness opportunities in the district the same way you did for Mt. Melas Event. Instagram brought a lot of attention to the event. Mike Azzaretto agreed and also mentioned that Linda Zalewski, Aquatics Coordinator did a great job.

Commissioner Starr thanked the managers and coordinators for their well written and great detailed board reports to the Commissioners. Really appreciate the time and effort put into these reports.

PUBLIC COMMENT

None

COMMENTS/MATTERS FROM COMMISSIONERS

Commissioner Tenuta requested to add the O'hare Cup Site for open discussion to the agenda in the near future. President Kurka will check into this.

Commissioner Starr commented there has been discussion with the Park District for the Memorial Ceremony at the Bandshell this year. We will put flowers on a mock grave and ask the Village to record for the Community to view and there will be more details to come.

ADJOURNMENT TO CLOSED SESSION

Commissioner Doherty motioned to adjourn to Closed Session: Section 2(c) (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 Massieat 8:22 pm.

Commissioner Starr called Roll Call Vote:

<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.

ADJOURNMENT FROM CLOSED SESSION TO TAKE ACTION, IF ANY ON MATTERS DISCUSSED IN CLOSED SESSION

Commissioner Starr motioned to adjourn from closed session and return to open session; seconded by Commissioner Massie.

Commissioner Starr called Roll Call Vote:

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

Motion approved.

The Closed Session Meeting was adjourned at 8:51 PM

ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

None

ADJOURNMENT FROM REGULAR MEETING

Commissioner Massie motioned to adjourn from the regular Board meeting at 8:51 PM, seconded by Commissioner Murphy.

Commissioner Starr called Roll Call Vote:

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

Motion approved.

Respectfully submitted,

William J. Starr, Secretary