

Approved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, June 16, 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 present:

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

Administrative Staff/Recreation Staff-Present or Remote

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

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

Debra Cromie, Pro Shop Office Manager

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Brad Wessel, Youth Athletic Coordinator
Jon Zgoda, IT Professional/ Remote Meeting Moderator

Professionals Present or Remote

Tom Hoffman, District Attorney
Lee Howard, CPA
Anthonly Cervini, Sikich LLP

Visitors :

None

PLEDGE OF ALLEGIANCE

Commissioner Massie led the Pledge of Allegiance

CHANGES OR ADDITIONS TO AGENDA

President Kurka added the Closed Session 2c(12) for the purpose of reviewing or discussion of claims, loss or risk management information, records, data, advice or communications.

Commissioner Starr calls Roll Call Vote:

Roll Call	Present	Absent	Remote
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 stated all items identified may be considered routine by the Board of Commissioners and be enacted by one motion. There will be no separate discussion of these items unless a Commissioner so requests, in which event the item will be removed from the Consent Agenda and approved under its normal sequence on the regular meeting agenda.

- A. Approval of Regular Board Meeting Minutes for May 19, 2021
- B. Ratification of Accounts Payable for May 2021 in the Amount of \$770,562.80

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- C. Ratification of Payroll for May 2021 in the Amount of \$272,941.48
- D. Annual Appointment of Member Representative to NWSRA (Executive Director Jim Jarog as Primary and Nick Troy, Director of Recreation as an Alternate Representative)

MOTION

Commissioner Massie motioned to approve the consent agenda as presented; seconded by Commissioner Klicka:

Commissioner Starr called Roll Call Vote:

Roll Call	Present	Absent	Remote
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

RECOGNITION

A. Recognition of Friendship Park Conservatory Center Director Chris Merkel

Chris Merkel joined the Mt. Prospect Park District in 2000 as a receptionist at the Central Community Center. She quickly took on additional responsibilities as a Center Director. In 2014, Chris settled into the Center Director role at Friendship Park Conservatory having worked at Central Community Center and RecPlex in previous years. As Center Director, Chris was great with our customers and ALWAYS did her best to provide excellent customer service and follow through by relaying customer concerns and accolades to our staff.

During her 21 year career, Chris’s diverse skill set has benefited the District tremendously on multiple levels. She is extremely well organized and professional. During her tenure, both staff and patrons have relied greatly on her knowledge and follow-through. Chris has trained countless coworkers and has always taken that responsibility seriously. She was always a friendly, smiling face to our customers. Chris’s creative talents are well known throughout the Mt. Prospect Park District. She has sewn, glued and sequined countless costumes for the Mount Prospect School of Classical Ballet and Studio Impulse. She has adorned many events with colorful, large scale cardboard creations for Mardi Gras, Holiday

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Open House, Spring Fling and more. Her Friendship Park Conservatory board creations have added visual presence and marketing impact to programs and events.

Chris is one of those special employees who has willingly accepted all responsibilities she has been asked to take on. She is a true team player. This has been proven most recently by her willingness to step in and teach nature programming at the Friendship Park Conservatory.

Chris, the Mt. Prospect Park District will miss your dedication and creative touch. The Park Board of Commissioners, Leadership Team and staff thank you for sharing your many talents and for your dedication to District patrons. We all wish you well in your next chapter!

B. Recognition of Mt. Prospect Golf Club Employee Serafin Figueroa

Serafin Figueroa joined the Mt. Prospect Park District in March of 1990 as a member of the Golf Course grounds crew. After a short period of time, Serafin was hired for the clubhouse custodial position.

Serafin inherited a very old clubhouse (1929) in need of constant attention. Despite all of its structural problems, he made sure it was always clean. He taught by example what it means to take pride in your work. When the new building was complete, it was a dream come true for everyone except Serafin. Serafin found himself without roofs to patch, walls to paint and electrical outlets to fix. Serafin reluctantly accepted the new facility and made it his new home, quickly setting up his repair shop in the basement and doing his best to keep it clean and pristine.

Serafin is the embodiment of the model employee. In his decades of service, he was never late; always performed above and beyond his duties and did it all with a positive attitude. Our golf course team is amazed at his remarkable physical abilities. Serafin carries 100 pound tables over his head with endless energy and climbs a ladder like an acrobat. Some of his feats would quickly tire many of our youngest employees and he is 70 years old!

Serafin has been married for 33 years and has four children, eleven grandchildren and one great grandchild. He became a US citizen in 2000. His lifetime of hard work has served to support his family including his grandchildren. We are moved by the sacrifices he made to benefit his family and their children. The Mt. Prospect Park District and Golf Club have benefitted as well. Serafin reminds us that what we do here is more than just a job.

The Golf team has never heard him speak ill of anyone. He has meant the world to our staff, golf course patrons and park district. Serafin will be deeply missed by all who had the pleasure of knowing him. We say goodbye to a trusted co-worker and good friend.

The Mt. Prospect Park District Board of Commissioners, Leadership Team, Golf and District staff thank Serafin for his time, talent and dedication. We wish him and his family the very best in the years ahead. Enjoy this much deserved retirement!

APPROVAL ITEMS

A. Acceptance of the Annual Financial Report-FY 2020

Lee Howard CPA, Financial Advisor, introduced Anthony Cervini from Sikich LLP.

Mr. Cervini commended Mt. Prospect Park District for going above and beyond with the preparation of the Annual Financial Report and receiving the Certificate of Achievement. Mr. Cervini reviewed the Annual Financial Report booklet page by page with the Board.

Mr. Howard thanked Mr. Cervini and the audit team for all their help.

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

MOTION

Commissioner Starr moved to accept the Fiscal Year 2020 Annual Financial Report; seconded by Commissioner Massie.

Commissioner Starr called Roll Call Vote:

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

NEW BUSINESS

A. Tax Levy Rate Objection Complaints

Thomas Hoffman, District’s Attorney informed the Board of recently commenced litigation in which the Park District and 475 other Cook County governmental bodies have been named as defendants and how every 8-9 years such litigation emerges in the form of Tax Levy Rate Objection complaints filed against the levies of governmental bodies. Mr. Hoffman went on to explain the process and as in the past, he will represent the District and bring his recommendations to the Park Board at the appropriate time.

B. OSLAD Grant Opportunity 2021

Ben Kutscheid, Park Planner II, summarized and gave a little background on grant opportunities -OSLAD (Open Space Land Acquisition and Development) through the Illinois Department of Natural Resources (INDR) that has become available to the Mt. Prospect Park District. He explained the OSLAD grant program is a matching grant with State Funding up to \$400,000 per project. Mr. Kutscheid also explained we have had two verbal offers of donating funds. Given this news, staff feels that the OSLAD opportunity exists at Friendship Park. Project work may include the following:

- Refurbished pedestrian pathways and looping of path system
- Resurfacing of main Parking Lot that serves the Park and Conservatory overflow parking
- New 250 person event tent pad and electric service next to the Conservatory
- New Fitness Stations along walking path
- New shelter installed near the playground
- Refresh and enhance memorial gardens
- Resurface the existing park tennis courts
- New tables and benches throughout the Park
- New landscape planting of trees
- Other miscellaneous associated work to be determined

Staff has developed a preliminary construction budget estimate of \$1,150,000 with approximately \$350,000 funded from the Park District's ADA Fund, \$400,000 funded from the OSLAD Grant Program and \$400,000 funded from a combination of District capital and possible outside donations. At this time donations have been promised in the amount of \$112,500. Letters of written financial commitment are being requested prior to the July 21, 2021 Board Meeting.

FINANCIAL ADVISOR'S REPORT

Lee Howard, District CPA, reviewed the May financial statements highlighting the following areas:

- Comparative Results: When comparing the first five months of operations of 2021 to 2020 it is important to keep in mind that January, February and half of March 2020 were non-Covid or normal months.
- Property Taxes: Tax collections through May 31 return to normal after the extended late payment date passes.
- Golf: This month's report shows golf revenues \$183,456 over the budget plan for the 1st 5 months. Expenditures are \$87,902 under budget for a net that is \$271,358 better than our budget plan through May.
- Pools: Meadows offers pool passes with a \$29,150 result and doubles swim lesson revenue in May to \$26,936 or 269% of plan. Recplex indoor pool reaches 94% of 2021 planned revenue.
- RecPlex: Building Rentals, and Facility & Fitness Passes complete the first five months with 80% of planned total revenue for 2021.
- Programs: Summer Camp Registration exceeds the annual budget by 4.8 times or 482% of plan. Youth Athletic Programs & Leagues hit 100% of the 2021 budget at the end of May.

UNFINISHED BUSINESS

A. 2021 Annual Strategic Plan Update

Executive Director Jarog and Ruth Yueill , Director of Community Relations and Marketing introduced the representatives from each of the four district committees. They first explained the huge efforts associated with the Covid pandemic, and how staff were actually checking off the Strategic boxes. After all the updates were gathered and reviewed, this challenging year was also one of tremendous growth. The District committee representatives that presented were IT Committee-Joe Hoffman and Jon Zgoda, followed by Employee Committee and Co-Chair Teri Wirkus, and Customer Service Committee member, Nancy Prosser and finally Safety Committee member, Bob Smith.

ADJOURNMENT SINE DIE 8:23 pm

President Kurka moved to adjourn *sine die* for the purpose of holding the 2021 Annual Meeting of the Mt. Prospect Park District and thereafter to reconvene the Regular Board Meeting.

Call to Order Annual Meeting of the Mt. Prospect Board of Commissioners

Commissioner Starr called Roll Call Vote:

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

Appointment of Temporary Chairperson: President Kurka appointed Jim Jarog as temporary chairperson

Nomination for Park Board President: Executive Director Jarog (Temporary chairperson asked for nominations for Park Board President for a one year term or until his/her successor shall have been elected.

Commissioner Starr nominated Steve Kurka
No other nominations were received

Temporary chairperson Jim Jarog declared Steve Kurka as President of the Board. President Kurka assumed control of the meeting.

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Nominations for Board Vice-President: President Kurka asked for nominations for Park Board Vice-President for a one year term or until his/her successor shall have been elected.

Commissioner Klicka nominated Lisa Tenuta

No other nominations were received.

President Kurka declared Lisa Tenuta as Vice-President.

Appointment of Board Secretary: President Kurka requested a motion to appoint the Park Board Secretary for a one year term or until his/her successor has been elected.

Commissioner Massie moved to appoint Bill Starr as Board Secretary; seconded by Commissioner Klicka

Commissioner Starr called Roll Call Vote:

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

Appointment of Board Treasurer: President Kurka requested a motion to appoint the Board Treasurer for a one year term or until his/her successor shall have been elected.

Commissioner Massie moved to appoint Mike Murphy; seconded by Commissioner Starr.

Commissioner Starr called Roll Call Vote:

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

ADJOURNMENT OF ANNUAL MEETING

RECONVENE THE REGULAR BOARD MEETING 8:27 pm

EXECUTIVE REPORT

Executive Director Jarog reviewed upcoming events:

- Pool Fun Day, Christmas in June -June 18
- Greenhouse Tours at FPC-June 22
- Chicago Union Ultimate Frisbee Camp-June 21
- Dancing Queen Thursday Concert- June 24
- Baseball All Star Games at Meadows Park- June 25
- July 4th Mount Prospect Lions Club 4th of July Festival at Melas Park
- Pool Fun Day, Starr Spangled Splash- July 1
- District 214 Summer Musical at Vetern's Bandshell, Lions Park- July 8-11
- The Millennials Thursday Night Concert- July 15
- The Four C Notes Sunday Concert- July 18

Staff is in the process of finalizing a Request for Proposal (RFP) document which is the first step to implementation of the District's Compensation Study. The goal is to have the Compensation Study report available for reference as part of the FY2022 budget process.

Illinois moved into Phase 5 on Friday, June 11, 2021 with some updated guidelines from IDPH regarding sports activities , outdoor pools etc.

Next Regular Board Meeting will be held on Wednesday, July 21, 2021 at 7pm.

PUBLIC COMMENT

None

COMMENTS/MATTERS FROM COMMISSIONERS

Commissioner Starr stated his sincere appreciation to the Park District, Ruth Yueil and Cheryl Lufitz for all their support on the Memorial Day event.

ADJOURNMENT TO CLOSED SESSION

President Kurka stated In light of a recent communication from Mike Nugent Risk Manager for the Park District. He asked for any Commissioner to make a motion.

MOTION

Commissioner Murphy moved to adjourn to closed session under Section 2 (c) 12 for the purpose of discussing review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to Metro Risk Management Agency, an intergovernmental risk management association and joint self-insurance pool of which the Mt. Prospect Park District is a member; seconded by Commissioner Klicka.

Commissioner Starr called Roll Call Vote:

Roll Call	Present	Absent	Remote
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 Kurka motioned to adjourn from closed session at 8:55 pm and return to open session.

MOTION

Commissioner Murphy motioned to adjourn from the Regular Board meeting at 8:56 pm; seconded by Commissioner Starr and carried by unanimous voice approval.

Respectfully submitted,

William J. Starr, Secretary