

Approved Regular Board Minutes
3-16-2022

Approved

Regular Board Meeting

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, March 16, 2022 at Central Community Center Facility and Remote of said Park District. President Kurka called the meeting to order at 6:30 p.m.

President Kurka read the following Determination statement: As President of the Park Board and due to the 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 in-person. It is my determination that it is neither practical nor prudent to have tonight's Board meeting solely 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 solely on an in-person basis at the regular location for Board meetings at Central Community Center. Therefore tonight's Board meeting is also being held by remote virtual means, and specifically through the use of the audio capacities of the Zoom platform. Thank you.

Commissioner Starr called 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 *joined at 6:45 pm
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
- George Giese, Director of Administration
- Nick Troy, Director of Recreation
- Brett Barcel, Director of Golf
- Matthew Dziubinski, Superintendent of Parks & Planning
- Joe Hoffman, IT Services/Registration Manager

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Ben Kutscheid, Park Planner
Jon Zgoda, IT Professional/ Remote Meeting Moderator
Brian Hecker, CCC Coordinator
Rebekah Grant, FPC Coordinator
Kandice Newton, Early Childhood and Youth Coordinator
Linda Zalewski, Aquatics Coordinator
Tim Sullivan, Athletic Assistant
Torja Davis, Cultural Arts Coordinator
Nancy Prosser, Facility Manager

Professionals Present/Remote

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

Visitors

Aaron Gold

PLEDGE OF ALLEGIANCE

Commissioner Starr led the Pledge of Allegiance

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

Commissioner Starr moved to approve the agenda and was seconded by Commissioner Massie.

Commissioner Starr called Roll Call vote:

Roll Call	Aye	Absent	Nay
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

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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.

*Approval Of Minutes: Regular Board Meeting, February 9, 2022

*Ratification Of Accounts Payable for February 2022 in the amount of \$533,706.52

*Ratification Of Payroll for February 2022 in the amount of \$270,803.82

*Approval/Authorization to Sell Liquor at the following Special Events in 2022:

- The Green & White Adult Soccer Tournament on June 10th, 11th, 12th, 2022, Majewski Athletic Complex

*Approval/Authorization to Serve Liquor at the following Special Events in 2022:

- NWSRA Golf Outing, August 17th, 2022, Mt. Prospect Golf Club
- Mount Prospect Chamber of Commerce Golf Outing, September 15th, 2022, Mt. Prospect Golf Club

MOTION

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

Commissioner Starr called Roll Call vote:

Roll Call	Aye	Absent	Nay
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

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A. 2022 Bond Issuance Accelerated Financing Model- Speer Financial (Presentation/Discussion)

Executive Director Jarog introduced Mr. Gold from Speer Financial, Inc. Aaron Gold from Speer Financial presented to the Board the GO Park Bonds (ARS), Series 2022A and GO Refunding Park Bonds (ARS), Series 2022B; the Preliminary Financing Model (3-7-2022) and the latest financial funding Information MBIS Benchmark -10 year-01/01/2019 to Current; Fed Rate Forecasts; Preliminary Financial Model: (Option A-Initial Model-prepared 2-27-22);(Accelerated New Money-prepared 3-7-22);(Capital Efficiency Comparison)and the General Obligation Park Bond-Alternate Revenue Source-Series 2022A-Preliminary Financing Timetable.

President Kurka thanked Mr. Gold for coming out to present to the Board.

PUBLIC HEARING

PUBLIC HEARING ON THE INTENT OF THE BOARD OF PARK COMMISSIONERS TO SELL \$2,000,000 GENERAL OBLIGATION LIMITED TAX PARK BONDS AND \$9,400,000 GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE) FOR THE PAYMENT OF LAND CONDEMNED OR PURCHASED FOR PARKS, FOR THE BUILDING, MAINTAINING, IMPROVING AND PROTECTING OF THE SAME AND THE EXISTING LAND AND FACILITIES OF THE DISTRICT, FOR THE PAYMENT OF OUTSTANDING OBLIGATIONS OF THE DISTRICT AND FOR THE PAYMENT OF THE EXPENSES INCIDENT THERETO.

At 6:45 pm 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 general obligation limited tax park bonds of the District in the amount of \$2,000,000 and general obligation alternate bonds of the District in the amount of \$9,400,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, for the payment of the expenses incident thereto.

President Kurka asked for written or oral comments from Commissioners: There were none.

President Kurka asked for written or oral comments from the public: There were none.

President Kurka asked for additional comments from the public: There were none.

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

MOTION

Commissioner Starr made the motion to finally adjourn the Public Hearing, seconded by Commissioner Klicka.

Commissioner Starr called Roll Call vote:

Roll Call	Aye	Absent	Nay
Commissioner Kurka	X		

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

Motion passed

President Kurka declared the hearing **finally adjourned at 6:47pm** .

ADOPTION ITEM

- A. ORDINANCE NO. 810: AN ORDINANCE AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION PARK BONDS (ALTERNATE REVENUE SOURCE) OF THE DISTRICT, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$9,400,000, FOR THE PAYMENT OF LAND CONDEMNED OR PURCHASED FOR PARKS, FOR THE BUILDING, MAINTAINING, IMPROVING AND PROTECTING OF THE SAME AND THE EXISTING LAND AND FACILITIES OF THE DISTRICT AND FOR THE PAYMENT OF THE EXPENSES INCIDENT THERETO.

MOTION

Commissioner Starr made the motion to adopt Ordinance #810, being an ordinance authorizing the issuance of general obligation park bonds (alternate revenue source) of the Mt. Prospect Park District, Cook County, Illinois, in an aggregate principal amount not to exceed \$9,400,000 for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, for the payment of outstanding obligations of the District and for the payment of the expenses incident thereto; seconded by Commissioner Massie.

Commissioner Starr called Roll Call vote:

Roll Call	Aye	Absent	Nay
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

- A. Final Review of Proposed FY2022 Budget

Executive Director Jarog stated the spending plan before the Board was a reasonable and transparent plan that incorporates the District's spending priorities and revenue projections for the 2022 fiscal year.

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It supports the goals of the strategic plan and the recently developed Five Year Capital Improvement Plan. The 2022 budget represents a more traditional, pre-covid budget, closer to normal levels of operation in most areas. Executive Director Jarog thanked everyone involved in the creation of this year's budget, especially Director Giese and all District staff involved in this year's budget. Lee Howard, CPA and Brad O'Sullivan of Governmental Accounting, Inc as well for their hard work on the budget. This is an annual process and truly a group effort.

George Giese, Director of Administration, stated the Combined Budget & Appropriation Ordinance comes before the Park Board tonight. After two very difficult years hampered by the pandemic and various restrictions placed on recreation, staff is excited to present a more optimistic budget for FY 2022 that takes several steps toward more traditional levels of operation, while leveraging the lessons learned in 2020 and 2021. Director Giese then proceeded on reviewing the earned revenues/revenues, rentals, program and adjustments that were made and the reasons why.

Lee Howard, CPA, Governmental Accounting, Inc. explained as brought forth by the Administrative Department, redistributes representative maintenance costs between pool locations. While there is no effect on budget totals, the change is to pool budgets. The Parks & Planning Division has started the process of accumulating data to allow for a comprehensive study of pool maintenance costs associated with the 2022 operating season. The results from this effort will be reviewed at the end of 2022 and will be utilized as part of the FY 2023 budget process.

Commissioner Doherty thanked staff for reviewing and answering his questions on the proposed budget.

PUBLIC HEARING

PUBLIC HEARING ON 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, 2022, AND ENDING ON THE 31ST DAY OF DECEMBER, 2022.

President Kurka: "I will now call to order the public hearing at 6:56 pm on the 2022 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 2022 are \$ 21,774,550 comprised as follows:
- Corporate Fund: \$2,967,541
- Recreation Fund: \$7,707,570
- Paving and Lighting Fund: \$217,635
- Social Security Fund: \$556,006
- Liability Insurance Fund: \$937,580
- Handicapped Recreation Fund: \$1,903,110
- Illinois Municipal Retirement Fund: \$792,770
- District Capital Labor: \$341,000
- Bonds and Interest Fund: \$5,272,618

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- Conservatory Fund: \$1,012,719
- Capital Improvement Fund: \$66,000

President Kurka asked if there were any comments or questions from the Commissioners: there were none.

President Kurka asked if there were any comments or questions from the public: there were none

President Kurka asked if there were any further comments or questions, the 2022 annual budget and appropriation ordinance is on the agenda for adoption consideration and adoption during tonight's board meeting: there were none

President Kurka asked for a motion to adjourn the public hearing.

MOTION

Commissioner Starr made the motion to adjourn the Public Hearing, seconded by Commissioner Massie.

President Kurka stated a motion has been made and seconded to adjourn the public hearing portion of tonight's meeting.

Commissioner Starr called Roll Call vote:

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

Motion passed

ADOPTION ITEM

- B. ORDINANCE NO. 811: 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, 2022, AND ENDING ON THE 31ST DAY OF DECEMBER, 2022

MOTION

Commissioner Massie moved to adopt Ordinance #811: A combined Annual Budget & Appropriation of Funds for the Mt. Prospect Park District, Cook County Illinois, for the fiscal year beginning on the first day of January 2022 and ending on the 31st day of December 2022; seconded by Commissioner Starr.

Commissioner Starr called Roll Call vote:

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Roll Call	Aye	Absent	Nay
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: FEBRUARY REPORTS

- Golf Report: The course is currently closed so the revenues (passes & programs) were 95% of budget and the net loss of \$40,864 was 25k better than budget for the first two months of the year.
- Pools Report: RecPlex pool revenues are \$45,732 or 13% of budget for the first two months.
- RecPlex Facility Report: RecPlex facility revenues through February were \$48,718. Up 60% from 2021-but down 44% from 2019.
- Rec Programs: Recreation program revenues were \$372,519 representing 19% of the 2022 budget 17% through the year.
- Child Care Programs: Child Care Programs, Kids Klub, Day Camp and Preschool were \$89,042 or 3 times 2021 revenue, but remain at 1/3 precovid levels.

PUBLIC COMMENT

None

EXECUTIVE REPORT

Executive Director Jarog reviewed upcoming scheduled events:

- Sunday, March 20: Mt. Prospect Community Band Spring Concert at 3:30 pm
- Monday, March 21 - Friday, March 25: Spring Break Camps Available
- Monday, March 28 & Wednesday, March 30: New Turf Boot Camp Begins, 12-12:45pm, CCC Turf
- Wednesday, March 30: Preschool Open House, 6-7 pm, RecPlex & Central Community Center
- Wednesday, March 30: Comprehensive Master Plan Meeting, 6:30-8 pm, Central Community Center
- Saturday, April 2: Easter Egg Hunt, 9 am - Noon, RecPlex
- Sunday, April 3: Spring Fling Art, 3-5 pm, The Art Studio
- Tuesday, April 5: Youth & Adult Outdoor Tennis Begins
- Saturday, April 9: Mt. Melas Adventure Run, Melas Park
- Saturday, April 9: Bunny Photos, 9am - 2 pm, Friendship Park Conservatory
- Tuesday, April 19: Earth Week Open House, Noon-5:30 pm, Friendship Park Conservatory

2022 Master Plan Update

The Mt. Prospect Park District's 2022 Comprehensive Master Plan is underway. Many members of our staff have been invited to participate in a 3 hour, in person, SWOT analysis (Strengths, Weaknesses, Opportunities, Threats) meeting and discussion. A Community Meeting open to the public is scheduled

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for March 30, 2022 from 6:30pm to 8 pm. This meeting will be utilizing an in-person / and virtual format and will be held in the boardroom at CCC. Our Board will be invited separately for individual, one-on-one interviews with Pro's Consulting in the coming weeks. Additional focus group meetings will be held on March 29, 30, and 31. Approximately 70 community partners have been invited to attend one of five scheduled meetings during this time to provide feedback on our District. There will also be a community leader's virtual focus group meeting and three in-person staff focus group meetings. Staff will continue to provide monthly progress updates to the Board on the Master Plan process.

2022 Employee Compensation Study

HR Source is on schedule with the District's Employee Compensation Study. HR Source will then provide a final written report summarizing the project methodology, payroll analysis outcomes, implementation strategies and suggestions for plan maintenance of pay structures for future years. Our targeted completion date is March 31, 2022 and will be followed by a board presentation and review during the April 20th board meeting.

COMMENTS/MATTERS FROM COMMISSIONERS

President Kurka thanked everyone for attending the Turf Dedication and the Marketing Department did a wonderful job. He also thanked Attorney Tom Hoffman for his work on the Bina Hearing.

MOTION for ADJOURNMENT

Commissioner Starr motion to adjourn the Board meeting at 7:20pm; seconded by Commissioner Massie.

Commissioner Starr called Roll Call vote:

Roll Call	Aye	Absent	Nay
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