

Approved Regular Board Minutes
1-18-23

Approved

**Mt. Prospect Park District
Regular Board Meeting**

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, January 18, 2023 at Central Community Center Facility of said Park District. President Kurka called the meeting to order at 6:30 p.m.

Commissioner Starr called Roll Call for the Board

On roll call, the following commissioners were 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

Administrative Staff/Recreation Staff-Present or Remote

Jim Jarog, Executive Director
Teri Wirkus, Executive Compliance Officer
Ruth Yueill, Director of Community Relations and Marketing
George Giese, Director of Administration
Nick Troy, Director of Recreation
Matt Dziubinski, Director of Parks & Planning
Ben Kutscheid, Landscape Architect/Planner
Jon Zgoda, IT Professional/ Remote Meeting Moderator
Jeff Langguth, PGA Head Professional

Professionals

Tom Hoffman, District Attorney
Lee Howard, CPA, GAI

Visitors

Joe Tuczak

President Kurka stated:

As President of the Park Board, I have determined 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 recognized in the Gubernatorial Executive Orders and the existing health-related disaster declarations. For these reasons I have also concluded that it is unfeasible to hold tonight's Board meeting solely on an in-person basis at the regular location for Board meetings at Central Community

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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.

PLEDGE OF ALLEGIANCE

CHANGES OR ADDITIONS TO AGENDA

None

APPROVAL OF AGENDA

Commissioner Starr moved to approve the agenda as amended and was seconded by Commissioner Klicka

Commissioner Starr called Roll Call

Roll Call	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 passed

APPROVAL OF CONSENT AGENDA

President Kurka stated all items identified may be considered routine by the Board of Commissioners and be enacted as presented 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.

*This Month's Consent Agenda Items are as follows:

- A. Approval of Minutes: Regular Board Meeting , December 14, 2022
- B. Ratification of Accounts Payable, December 2022 Checks and EFT's in the amount of \$888,777.73
- C. Ratification of Payroll,December 2022 Checks and Direct Deposits in the amount of \$285,185.90

MOTION

Commissioner Doherty moved to approve the Consent Agenda; seconded by Commissioner Starr.

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Commissioner Starr called Roll Call

Roll Call	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 passed

Public Comment

None

ADOPTION ITEMS

- A. Ordinance # 827-An Ordinance authorizing and directing the Destruction of Verbatim Audio Recordings of Certain Closed Session Meetings of the Board of Park Commissioners of the Mt. Prospect Park District

MOTION

Commissioner Starr moved to adopt Ordinance No. 827, An Ordinance authorizing and directing the destruction of the verbatim audio recordings of the Board of Park Commissioners of the Mt. Prospect Park District for the Closed Session Meeting Dates of January 20, 2021 through June 16, 2021; seconded by Commissioner Doherty.

Commissioner Starr called Roll Call

Roll Call	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 passed

Public Comment-

None

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UNFINISHED BUSINESS

A. Tentative Budget and Appropriation Ordinance and FY 2023 Budget Review

Director George Giese stated the Tentative Budget & Appropriation Ordinance is now available for public inspection at the front desk at Central Community Center and online. There were three changes made to the FY2023 budget since the last Board Meeting in December 2022.

1. The Golf Course operations budget has been reduced by \$28,587 to reflect the updated payment timeline for the Golf Course GPS lease . The District was able to utilize remaining capital dollars to align our lease payment cycle with the fiscal year. Thus, these funds will not be needed in the Golf course budget for FY2023-but they will return in FY 2024 as our next payment is due in January 2024.
2. The budget for front desk personnel at the Lions Recreation Center is being increased by \$16,000 in order to accommodate additional hours and operations in 2023. This increase is offset by the same amount in rental revenues from Lions Recreation programs , so there is no net change to fund balance.
3. The Conservatory expense budget is being increased by \$100,000 in order to re-appropriate unused funds from 2022 as part of the purchase of the recently acquired 401 W. Algonquin property. Operating budgets do not carry over year to year, and the demolition and associated work on the property will take place in 2023.

March 2023 , the Board will be requested to approve the final Budget and Approval.

Financial Advisors Report by Lee Howard CPA, GAI

Lee Howard, CPA-GAI reviewed several reports for the Board in finer detail, ie; Summary-All Operating Funds(2023 Proposed Budget).

2022 TAX LEVY COLLECTIONS: The second installment of the 2021 tax levy (collected in 2022) was billed by the County December 1, 2022. This created a delay in collections of approx. \$2,600,000 until 2023. These funds will reflect in the 2022 accrual basis reports.

2023 BUDGET: The budget has been updated for two net neutral changes and one affecting the bottom line. \$100,000 representing funds unused from the 2022 Conservatory budget for acquisition of land, improvements, and development. Operating budgets expire at the end of the year and must be re-appropriated.

GOLF REPORT: Annual revenue through December of \$1,983,841 surpassed the 2022 budget by \$17,563, after starting \$148,391 under budget at the end of April from the wet spring. The course net was \$407,567 for 2022 which compares favorably to the budgeted net of \$224,598.

POOLS REPORT: The 2022 net cost of operations (net of revenue) for the three pools is \$232,067. This compares favorably to the budgeted net cost of operations, \$456,746.

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RECPLEX FACILITY REPORT: Recplex facility revenues for 2022 were \$343,191. Up 25% over last year and 73% of pre-covid 2019. REC PROGRAMS Recreation program revenues for 2022 were \$2,132,489. Up 17% over last year and 77% of 2019.

CHILD CARE PROGRAMS: Childcare revenues for 2022 are \$848,307. Up 44% over last year and 64% of the pre-covid 2019.

CENTRAL PROGRAMS: Central program revenues for 2022 are \$215,927. Up 97% over both last year and also up 45% over pre-covid 2019.

CENTRAL FACILITY REPORT: Central facility revenues through November were \$388,636. Up 12% over both last year and also up 24% over 2019.

Commissioner Kurka discussed a few financial questions with Mr. Howard from the “summary of all funds” page.

Commissioner Doherty asked why the tremendous increase of revenue at CCC and Mr. Howard explained due the programs like Hot Shots, Indoor Soccer and Karate to name a few- have increased participation. Commissioner Starr asked if it was also due to the turf with rental opportunities and that was also another reason for the increase at CCC.

EXECUTIVE REPORT

Executive Director Jarog remarked on the following items:

2023 Proposed Board Retreat

Team leaders have been assigned to facilitate the Master Plan recommendations which were provided by Pro’s Consulting. Additionally, staff has been working on rating the proposed capital projects to help prioritize the District’s existing capital needs as well as the new capital recommendations contained within the Comprehensive Master Plan document.

Saturday, February 4th has been chosen by the majority of the Board as the most desired date for the upcoming Board Retreat. The retreat is tentatively set to take place at the Mt. Prospect Golf Course clubhouse from 8am through 12pm. Possible agenda topics may include:

- A review of currently available District funding over the next ten years.
- A capital project review and exercise with the Board to help identify the Board’s highest priority projects.
- Additional followup discussions concerning remaining unfunded projects and the Board’s desire to consider future funding options.

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The information obtained from this meeting will help to provide staff with the necessary direction from our Board moving forward. I would like to ask President Kurka to formally call for this meeting to take place following my Executive Director report.

401 W Algonquin Road

The District’s recently acquired property located at 401 W. Algonquin road is scheduled for building demolition on Thursday, January 19th, 2023. The necessary permits have been obtained and all utility disconnects have been scheduled to be completed prior to demolition. This parcel will be returned to greenspace which will open up the sightlines to the Friendship Park Conservatory from Algonquin Road. The acquisition of this parcel has allowed our District to finally realize the long standing vision of past boards for this property to become part of the Friendship Park Conservatory grounds.

MOTION

President Kurka formally called a Special (Retreat) Meeting for the Board of Commissioner on February 4, 2023 at the Golf Course ClubHouse from 8am till 12 Noon.

COMMENTS/MATTERS FROM COMMISSIONERS

None

Public Comment

None

Commissioner Kurka motion to adjourn the Board meeting at 6:55pm

MOTION for ADJOURNMENT TO CLOSED SESSION

Commissioner Doherty motion to adjourn to Closed Session at 6:57p to discuss:
SECTION 2(c) (11): Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting; seconded by Commissioner Starr

Commissioner Starr called Roll Call

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

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Motion passed

RETURNED FROM CLOSED SESSION TO OPEN SESSION at 7:02pm

Commissioner Doherty motion to adjourn from closed session and seconded by Commissioner Starr.

Commissioner Starr called Roll Call

Roll Call	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 passed

MOTION DURING OPEN SESSION

Commissioner Starr motion to authorize Tom Hoffman, Park District Attorney on behalf of our District for Tax Settlement; seconded by Commissioner Doherty

Commissioner Starr called Roll Call

Roll Call	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 passed

Commissioner Doherty motion to adjourn at 7:04 pm

Respectfully submitted,

William J. Starr, Secretary