

Approved

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

A Regular Board Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, March 15, 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  
Brett Barcel, Director of Golf Operations

**Professionals**

Tom Hoffman, District Attorney  
Lee Howard, CPA, GAI

**Visitors**

Joseph Tuczak  
Mary Masnica

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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 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  
Massie

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

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.

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

\*Approval Of Minutes: Regular Board Meeting, February 15, 2023

\*Ratification Of Accounts Payable for February 2023 in the amount of \$492,159.63

\*Ratification Of Payroll for February 2023 in the amount of \$286,404.74

\*Approval/Authorization to Sell Liquor at the following Special Events in 2023:

- The Green & White Adult Soccer Tournament on May 26-29 at Majewski Athletic Complex
- Mrs. P & Me-Bags Tournament on the grounds of Melas Park; June 2
- Celebration of Cultures-Chamber of Commerce on the grounds at RecPlex; August 26.

\*Approval/Authorization to Serve Liquor at the following Special Events in 2023:

- Chamber of Commerce Golf Outing at Golf Course on September 14.

\*Veterans Fitness Membership Discount Proposed Revision

\*IGA City of Des Plaines and Mt. Prospect Park District for 5.23.23 Friendship Park Food Truck Event

\*O'Hare Cup Soils Removal Permit Extension MWRDGC - ISTHA

MOTION

Commissioner Massie moved to approve the Consent Agenda as presented; 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

### APPROVAL ITEMS

#### A. 2024 Chiller Replacements at the RecPlex Community Center

Director Matt Dziubinski, explained there are 2- 180 ton Trane rooftop chillers located at the RecPlex community center that provide air conditioning to the majority of the building. Both of these units are original to the building, making them 32 years old. Over the past few years, there have been many repairs made in order to limp these units along until they could be replaced. Costly repairs have included the installation of remanufactured compressors and leak repairs to the condenser coils. The condensing coils on these units are severely calcified due to age and exposure of the outside elements and are no longer efficient. Lastly, these units still have R22 freon which is no longer commercially produced, expensive, and is becoming difficult to secure. These units have proven to now be very unreliable and have caused a disruption to building operations at times. They are past their useful life and should be replaced.

The scope of this work is to remove and replace both air cooled chillers along with all the associated work. Recommendation is the approval of alternate #1, a central control system that would allow for remote monitoring of not only the chillers at RecPlex but also the HVAC system at the Walter Cook Maintenance Facility. A central server would be installed at the CCC where all of the Districts critical IT equipment is currently stationed. The lowest responsive and responsible bidder for this project is Oak Brook Mechanical out of Elmhurst, IL. Our engineering group 20/10 Engineering, has worked with Oak Brook on several successful projects over the years. Staff did check references and all were positive. Oak Brook Mechanical is a reputable contractor and is capable of handling this work.

### MOTION

Commissioner Starr moved to approve base bid #2 and alternate #1 for the Chiller Replacements at RecPlex for a total project cost of \$423,000.00 as submitted by Oak Brook Mechanical Services; seconded by Commissioner Massie

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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B. Emerson Park Redevelopment Project

Ben Kutscheid, Park Planner II explained the Emerson Park Playground is in need of redevelopment, this well loved park is our oldest playground. This Playground was installed in 1995. We held a public input session in January and had about 30 families supply input. We have incorporated this input into the final design of the park. We released the plans to contractors on February 14, 2023. We had 7 plan holders. We received 5 bids on March 2, 2023. The five submitting contractors are Playground Safe, LLC, E. Hoffman, Inc., Innovation Landscape, Hacienda Landscape, and D and J Landscape. The Base bid work includes removals of play equipment and surfacing, removals of existing paving on site, installation of the playground, Pathways, Sport Court, trees, benches and tables. Alternate #1 is replacing paving and 1 bench in the Northwest Corner of the Park, Alternate #2 in Adding seating stones, Alternate #3 is planting for the Northwest Corner. E Hoffman, Inc \$151,739 \$5,800 \$1,800 \$3,340. The Park District has completed work with E. Hoffman, Inc. in the past and most recently at Dara James Playground where they completed the work on time and on budget. We spoke with 3 other Park Districts with similar projects completed by E. Hoffman Inc. E Hoffman was highly recommended by all. We anticipate bringing the play structure before the board for approval at the April 19 meeting.

MOTION

Commissioner Massie moved to approve the bid received from E. Hoffman, Inc. for the redevelopment of Emerson Park in the amount of \$162,679.00.; 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

C. Lions Memorial Park Phase 1 Design Development and Construction Documents

Ben Kutscheid, Park Planner II explained the next step of the development of Lion's Memorial Park is to engage professional services for Design Development and Construction Documentation in order to transform the Conceptual Master Plan into bidding and buildable construction documents.

June of 2022 We invited three firms to submit a proposal and had two responses from Hitchcock Design Group and Upland Design. Interviewed both firms on June 22, 2022 and selected Upland Design to develop the Master Plan and submit for the OSLAD grant. .

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We asked Upland Design to submit a proposal for detailed plan development. The Upland Design/Eriksson Engineers Associates Design Development and Construction Documentation proposal is for a proposed \$111,150 + Expenses.

Staff has been working closely with Mount Prospect School District 57 and per the IGA are splitting the playground portion of the work with the School District. The School Districts portion of this design contract is \$24,000 the Park District is the remained of \$87,150 for this proposal. The Park District design work includes ½ of the 5-12 playground and ½ of associated playground work, all of the 2-5 playground, tennis courts, ballfield expansion, fitness stations, picnic grove, and the pathways and detention/pollinator garden. The Budget impact is as follows:

Approved total project Budget \$1,850,000 Total Park Master Plan

Staff estimated a total of \$137,750 for Design and Engineering Fees of the Approved Budget

This design contract for \$111,150 is a good portion of that estimate and most of the work

NOTE: Mount Prospect School District 57 requires School Board Approval for their \$24,000 portion of the design contract. MPSD57 meets on the third Thursday which is 3/16.

#### MOTION

Commissioner Massie moved to authorize the Executive Director of the Mt. Prospect Park District entered into a contract for design and engineering services for the Lions Memorial Park Phase 1 for Upland Design in the amount of \$111,150, pending approval of Mount Prospect School District 57 approval of the school districts portion of the contract second 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

#### Public Comment

None

#### UNFINISHED BUSINESS

A. Final Review of Proposed FY2023 Budget

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Director George Giese reviewed the Park District's Combined Budget & Appropriation Ordinance. There has been no changes to the FY 2023 budget since January, when the updates below were discussed with the Board:

- The Golf Course operations budget has been reduced by \$28,587 to reflect an updated payment timeline for the Golf Course GPS lease. These funds were reallocated to Recreation programming accounts to address an item from the Master Plan, which tasked the District with making funds available for "high-demand" programs or unanticipated opportunities.
- The budget for front desk personnel at the Lions Recreation Center was 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 at Lions, so there is no net change to fund balance.
- The Conservatory expense budget was increased by \$100,000 in order to reappropriate unused funds from 2022 for demolition of the recently-purchased property.

Leadership would like to thank staff and Commissioners for their efforts in crafting the FY 2023 budget, and we look forward to another year of providing recreational opportunities to our residents and patrons.

#### 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, 2023 and ending on the 31st day of December, 2023.

President Kurka: "I will now call to order the public hearing on the 2023 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 2023 are \$ 23,673,652 comprised as follows:
- Corporate Fund: \$3,144,402
- Recreation Fund: \$8,678,780
- Paving and Lighting Fund: \$251,977
- Social Security Fund: \$554,321
- Liability Insurance Fund: \$943,506
- Handicapped Recreation Fund: \$1,907,488
- Illinois Municipal Retirement Fund: \$845,445
- District Capital Labor: \$163,486

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- Bonds and Interest Fund: \$5,938,350
- Conservatory Fund: \$1,223,896
- Capital Improvement Fund: \$22,000

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 2023 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 Klicka

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

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 approved

### ADOPTION ITEMS

- A. Ordinance # 829: An Ordinance making a combined Annual Budget and Appropriation of funds for the Mt. Prospect Park District, Cook County Illinois, for the fiscal year beginning on the 1st day of January, 2023 and ending on the 31st day of December, 2023.

### MOTION

Commissioner Starr moved to adopt Ordinance #829: Combined Annual Budget and Appropriation of funds for the Mt. Prospect Park District, Cook County Illinois, for the fiscal year beginning on the 1st day of January, 2023 and ending on the 31st day of December, 2023.

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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 approved

Public Comment  
None

FINANCIAL REPORT Lee Howard CPA, GAI

Lee Howard, CPA-GAI reviewed several reports for the Board in finer detail:

UNSCHEDULED BOND ISSUE

An event five years ago produced an unexpected outcome. The resulting liability is too large to be taken from normal operating funds. In addition, the nature of the obligation is not an authorized purpose in the normal course of District bonding. Attorney Hoffman has been able to work through the legal entanglements finding a type of bond issue, authorized under state law, which is specifically designed for the situation. This will be the first time the District has sold

bonds under this authority. The bond issue will be coming before the Board shortly. We are hoping to work within regularly scheduled meetings. An emergency meeting is not seen as necessary at this time.

EFFECT ON CAPITAL FINANCING PLANS

The effect on the District's ongoing capital finance plans is shown on the attached schedule by comparing Speers Financing models as of 9/23/22 and 2/24/23. The capital reductions imposed

by the unscheduled bond issue are included in the 2/24/23 model. Also reflected in the current models are reductions for current interest rate increases since September. An amortization of ten

years has been calculated for the new issue to consider balance between both long-term interest costs and short-term reductions to capital.

REFINANCING EFFORTS – Series 14A

A domino effect has placed the refinancing into a different perspective. Now refinancing to replace future capital needs has a higher value than the borderline savings occasionally

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available in the current market. The refinancing of Series 14A will need to be extended to keep capital financing plans going forward without disruption.

## 2023 BUDGET

The budget Ordinance has remained on lengthy display with no changes since the last meeting.

Summaries & analysis are attached for final review. The budget is balanced, with certain fund balance carryovers reappropriated. The budget Ordinance #829 meets board criteria and is recommended for passage.

## OVERALL AGENCY FINANCES

Even with the events of the past few years:

Covid closures and restrictions

Delayed Tax Collections

Interest rates

Unexpected outcome

District finances remain strong. The District enjoys a bond rating that is its highest ever and on a par with some many times larger. Capital project planning & development continue, within existing capital financing and, with the possibility of additional voter approved projects.

## EXECUTIVE DIRECTOR REPORT Executive Director Jim Jarog

### 2023 Consolidated Elections

The 2023 Consolidated Elections will take place on April 4, 2023. The Mt. Prospect Park District has 4 candidates running for the 4 soon to be vacated Commissioner positions. The candidates on file with the Cook County Clerk's office are Joseph S. Tuczak, Timothy J. Doherty, Mary Masnica, and Michael Murphy. Staff will share additional information as it becomes available.

The Illinois Association of Park Districts will be hosting a series of "Boot Camps" for new and existing commissioners who wish to familiarize themselves with the role of a Park Commissioner. The following dates and locations will be available: Monday, May 22, 2023 (Naperville Park District), Tuesday, May 23, 2023 (Gurnee Park District), Wednesday, May 31, 2023 (Hoffman Estates Park District), Thursday, June 1, 2023 (New Lenox Community Park District), Thursday, June 8, 2023 (Peoria Park District), and on Thursday, June 13th, 2023 (Virtual Webinar Boot Camp). If any Commissioners are interested in attending one of these training sessions please contact Teri Wirkus or myself.

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O'Hare Cup Site

The Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) requested an extension on the previously approved IGA (2015) and subsequent first permit extension (4/2018). This 2nd permit extension agreement is a continuation of the lengthy process that took place back in 2014 which led to the execution of the original IGA with the MWRDGC, the Mount Prospect Park District and the Illinois State Toll Highway Authority ("ISTHA"). This permit for soil removal is part of ongoing Tollway expansion renovation projects. The permit extension simply allows ISTHA to continue the removal of soils from existing spoil piles and to expand, use, and maintain an access road east of Higgins road to haul soil. The extension request is most likely a result of construction delays associated with the ongoing pandemic over the last three years. The MPPD leases the subject permit premises from the MWRD as part of MPPD's existing public recreational lease of a portion of the Majewski Reservoir Site. The existing lease is in force until 2050.

The MWRDGC also recently requested that our District conduct a phase 1 Environmental study for both the MSD Athletic Complex and the O'Hare Cup Site leasehold areas. This is a requirement under the terms of the approved leaseholds for both locations. The initial cost for both studies to be conducted is \$3,800. If further investigation is required, a Phase 2 study may be required. Staff has contracted Carlson Environmental to have these studies conducted within the 90 day request of MWRDGC.

Public Comment

None

COMMENTS/MATTERS FROM COMMISSIONERS

Commissioner Tenuta remarked that it is wonderful that children are coming back to the Child & Youth programs. With the first week of registration for Camp and the amount of around \$200,000 coming in is fantastic. This says a lot for the program and is impressive. These are the people we will be marketing to. This is great for the Park District. Director Troy also explained what other great happenings in recreation.

Commissioner Starr-wanted everyone to know that the planning for Memorial Day has been ongoing for the past months. The keynote speaker and dignitary will be Diane Carlson, she is the founder of the Nurses Memorial built in Washington. Ms. Carlson was also a Nurse Veteran in Vietnam. Commissioner Starr had the honor to fly back from Vietnam with her in a 707. Dutch and the Mt. Prospect Park District has been significant too-thank you. So, bring your family and enjoy this dynamic woman.

Commissioner Tenuta wanted the district to make it clear to the community what event is happening at Melas Park, especially if there is a liquor license granted in the park. It is a bags

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tournament but it should be made clear in the future, in case the public asks a member of the board.

Commissioner Doherty said it was a great benefit to the Veterans and those in Active Duty that the District put into effect “Veterans Fitness Membership Discount” and the Community. It was nice to recognise the Veterans and for the District to add a little revenue.

Commissioner Doherty also stated when the District knows the FPC timeline, it would be good to add the timeline to the Fridays update.

Commissioner Starr also thanked staff for the “Veterans Fitness Membership Discount”.

MOTION for ADJOURNMENT

Commission Starr motion to adjourn the Regular meeting at 7:42 pm; 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 approved

Respectfully submitted,

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William J. Starr, Secretary