

**Approved 11.15.23
Mt. Prospect Park District
Regular Board Meeting**

A Regular Board Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, October 18, 2023 at the Central Community Center Facility of the Mt. Prospect Park District. Commissioner Doherty called the meeting to order at 6:00 p.m.

Commissioner Starr called the Roll for the Board
The following Commissioners were present:

Roll Call	Present	Remote	Absent
Commissioner Kurka	X		
Commissioner Starr	X		
Commissioner Doherty	X		
Commissioner Massie	X		
Commissioner Murphy			X
Commission Masnica	X		
Commissioner Tuczak	X		

Administrative Staff/Recreation Staff-Present or Remote

Jim Jarog, Executive Director
Alicia Brzezinski, Executive Assistant
Ruth Yueill, Director of Community Relations and Marketing
George Giese, Director of Administration
Nick Troy, Director of Recreation
Matt Dziubinski, Director of Parks & Planning
Jon Zgoda, IT Professional/ Remote Meeting Moderator
Jeff Langguth, Director of Golf Operations

Professionals

Tom Hoffman, District Attorney
Lee Howard, CPA, GAI

Visitors

Paul Hanley, Beyond Your Base Consulting Services (remote)
Wayne Boi, Resident

PLEDGE OF ALLEGIANCE

CHANGES OR ADDITIONS TO REGULAR MEETING AGENDA

President Kurka asked Commissioners if they had any changes or additions to the agenda.
There were none.

APPROVAL OF AGENDA

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President Kurka asked for a motion to approve the agenda as presented. Commissioner Starr made the motion, seconded by Commissioner Tuczak. A voice vote was taken. All were in favor and none opposed.

APPROVAL OF CONSENT AGENDA

President Kurka asked for a motion to approve the consent agenda as presented. Commissioner Starr moved to approve the Consent Agenda as presented, seconded by Commissioner Massie.

APPROVAL ITEMS

- A. *Approval of Minutes: Regular Board Meeting, September 20, 2023
- B. *Ratification of Accounts Payable September 2023 In The Amount of \$1,153,969.01
- C. *Ratification of Payroll September 2023 In The Amount of \$473,998.22

Commissioner Starr called the Roll

Roll Call	YEA	NAY	ABSTAIN	ABSENT
Commissioner Kurka	X			
Commissioner Starr	X			
Commissioner Doherty	X			
Commissioner Massie	X			
Commissioner Murphy				X
Commission Masnica	X			
Commissioner Tuczak	X			

Motion Passed

PUBLIC COMMENT

None

NEW BUSINESS

- A. DRAFT FY 2024 Capital List for Park Board Review

Summary & Background:

Director Giese presented the following to the Board:

Historically, October offers the first review of the Draft Capital List following the successful closure of fall bond issuances. In this year's list, staff have identified "Annual" capital items in Fund 73, as well as capital items in Fund 97 which represented projects on the 5-Year Capital Improvement Plan. Anticipated funding sources such as ADA and Paving & Lighting funds have been included alongside capital sources, as well, though importantly these monies are appropriated as part of the annual budget process. They are included in each year's list to give a more comprehensive look at total project budgets.

There are several capital funding sources for this year's list, as detailed below. Starting first with the "Annual" list in Fund 73:

- \$160,002 in uncommitted funds from prior issuances, representing leftover monies available for repurposing.
- \$1 million in funding from the spring 2022 issuance that was set aside and made available for this fall's list.
- \$236,482 in funding from the recently-approved bond sale.

Total: \$1,396,484 in Fund 73 funding

Annual Capital Highlights:

- A new playground at Weller Creek has been budgeted for as part of this year's list, following previous conversations with the Park Board. This site was identified as an opportunity for development throughout Master Plan discussions. In addition, Owen Playground has also been budgeted for replacement.
- Following September's Board Meeting, staff has tentatively budgeted for a potential public engagement effort with Paul Hanley's firm, Beyond Your Base. The \$225,000 budget listed in the Draft Capital List encompasses the proposed cost of BYB's services (\$75,000), as well as other expenses such as the hybrid poll, public mailings, survey costs, and professional services for designs/renderings. These expenses are contingent upon Board approval of BYB's proposal at the October meeting.
- Currently, the Internal Service Fund is budgeted for \$100,000, a significant reduction from annual capital lists in recent years. A contingency amount for overages/unanticipated needs has also been included to offer flexibility in 2024.

Fund 97 "5-Year CIP" Projects:

As a reminder, the Park District pursued a larger bond issuance in spring 2022 to get ahead of rapidly rising interest rates. While the Master Plan shifted priorities and projects since then, these funds are still available for projects.

Utilizing these funds, staff have budgeted for needed infrastructure projects including the Central Community Center roof, Walter Cook Maintenance Facility roof, and the Meadows Pool liner. Additionally, this list includes two exciting improvement opportunities at RecPlex in the racquetball court conversion, and the splash pad/turf project. The splash pad/turf project is in lieu of the Kopp Park turf concept originally proposed, which ballooned in projected cost from \$2 to \$4 million over a short time frame. The Park District's capital request for the splash pad/turf equates to \$500,000, with \$2 million in "Other" funding representing Cloud HQ's proposed contribution. Behind the scenes, staff have engaged the services of Nicholas & Associates to further develop this project, which would significantly transform the currently underutilized space in front of RecPlex.

Following review and discussion at the October Board Meeting, the Draft Capital List is modified, as needed, and brought back for consideration for approval at the November Meeting.

Director Giese then opened the floor for questions from the Board.

Commissioner Starr asked George Giese how the turf will be used.

George responded that we can use it for rental opportunities, our own programming, fall/spring soccer, more space for camps and a free use component for the public.

Commissioner Tuczak asked if the liner replacement at Meadows Pool will affect opening day.

Matt Dziubinski, Director of Parks and Planning explained that it would be done at the end of the season rather than before opening day. There is a possibility that the pool may have to close early, but will be revisited close to the time.

Commissioner Massie asked how long the liner will take to be replaced.

Matt Dziubinski and Jim Jarog, Executive Director both estimate a time frame of 3-6 weeks depending on weather conditions.

Commissioner Tuczak asked about long term savings from the LED light installation.

Matt Dziubinski responded that we are provided with a cost savings analysis prior to the installation of the lights.

Commissioner Masnica asked how the turf area will be used outside of RecPlex.

Staff responded that an area of 16,000 square feet of turf and approximately 3,600 for a splash pad will be added to the outside of RecPlex. The turf will be used for team practices, skills and drills and rental opportunities.

Executive Director Jim Jarog requested that Director Giese review the budget for the RecPlex turf/ splash pad project and see if any of the project would be eligible for ADA funding, though Director Giese pointed out that the \$260,000 in anticipated ADA funding represented a year's worth of projects for this fund.

George will look into this as the project details are established to help identify any eligible items.

ADOPTION ITEM

- A. Resolution # 837: A Resolution Determining The Amounts Of Money Exclusive Of Levies For Debt Service And Election Costs Estimated To Be Necessary To Be Raised

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By Taxation Pursuant To The Proposed Levy Of The Mt. Prospect Park District For The Levy Year 2023.

Attorney Tom Hoffman explained the tax levy process which is a process through which real estate taxes become levied this year and collected next year.

The Truth and Taxation Act requires the Park Board to make a determination as to whether the amount of the aggregate levy as defined in the property tax exemption limitation law is in excess of 105% of the extensions of the aggregate levy for the prior year.

Tom Hoffman opened the floor to questions from the Board. There were none.

Commissioner Massie read the recommended motion and seconded by Commissioner Masnica.

Commissioner Starr called the Roll

Roll Call	YEA	NAY	ABSTAIN	ABSENT
Commissioner Kurka	X			
Commissioner Starr	X			
Commissioner Doherty	X			
Commissioner Massie	X			
Commissioner Murphy				X
Commission Masnica	X			
Commissioner Tuczak	X			

Motion Passed

APPROVAL ITEMS

Approval Item A: Approval of Beyond Your Base Consulting Agreement for Public Engagement and Pre Referendum Services

Director Giese presented the following: At last month's Board Meeting, Paul Hanley of Beyond Your Base, a consulting group of Wight & Company, presented to the Park Board at the September meeting, summarizing his firm's experiences and processes for engaging the public.

At the conclusion of the discussion, the Park Board supported the opportunity to consider a proposal from Beyond Your Base in October. As such, a proposal has been submitted for review.

The proposal is for \$75,000 and describes the scope of services, compensation and terms.

Echoing September's discussion, the Park District may terminate any proposed agreement at any stage in the process and only owe for services rendered to date. As outlined in Mr. Hanley's presentation, an approved agreement with Beyond Your Base would begin with a needs

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assessment, including the creation of a Citizen Task Force to vet any proposed ideas. The needs assessment phase would be followed by the stages of public information program and opinion research. Ultimately, the first three phases of the process are intended to engage the public and seek input on proposed projects before any decisions are made with regard to a question on the ballot for the November 2024 election. Such a decision would be months away, as late as August 2024, and would depend on the findings of Beyond Your Base's process as well as recommendations from the Citizen Task Force, Executive Director and Board approval.

In preparation for a potential agreement, Park District staff have tentatively budgeted for Beyond Your Base's proposal in its Draft Capital List, in addition to other anticipated expenditures such as mailings and a hybrid poll. This funding is contingent upon Park Board approval.

President Kurka opened the floor to questions to Paul Hanley who joined the meeting on Zoom. There were none.

Commissioner Masnica read the recommended motion to approve Beyond Your Base Consulting Agreement for Public Engagement and Pre Referendum Services and was seconded by Commissioner Massie.

Commissioner Starr called the Roll

Roll Call	YEA	NAY	ABSTAIN	ABSENT
Commissioner Kurka	X			
Commissioner Starr	X			
Commissioner Doherty	X			
Commissioner Massie	X			
Commissioner Murphy				X
Commission Masnica	X			
Commissioner Tuczak	X			

Motion Passed

Approval Item B: Intergovernmental Agreement Between The Village Of Mount Prospect, The Mount Prospect Park District And Mount Prospect School District 57 Regarding The Redevelopment And Use of Improvements to Lions Park

Executive Director Jim Jarog gave the following summary of the Intergovernmental Agreement between the Mt. Prospect Park District and the Mount Prospect School District 57 regarding the redevelopment and use of improvements at Lions Park.

Staff has worked closely with the Village of Mount prospect to bring forth the proposed Intergovernmental Agreement Between The Village Of Mount Prospect, The Mount Prospect Park District And Mount Prospect School District 57. This agreement will allow for the future

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disbursement of Community Development Block Grant funding of \$191,000 and TIF funding of \$59,000 for a total contribution of \$250,000. These funds will be payable to the Mt Prospect Park District at the conclusion of the anticipated phase 1 Lions Park Upgrades. The Lions Phase 1 project is currently targeted for completion by the fall of 2024. Attorney Tom Hoffman has reviewed this document and has no objections.

The anticipated funding from the Village of Mount Prospect includes CDBG (\$191,000) and TIF (\$59,000) for a total anticipated Village of Mount Prospect funding of \$250,000.

President Kurka opened the floor to questions to Executive Director Jim Jarog or Attorney Tom Hoffman. There were none.

Commissioner Tuczak read the recommended motion to adopt Intergovernmental Agreement Between The Village Of Mount Prospect, The Mount Prospect Park District And Mount Prospect School District 57 Regarding The Redevelopment And Use of Improvements to Lions Park and seconded by Commissioner Starr.

Commissioner Starr called the Roll

Roll Call	YEA	NAY	ABSTAIN	ABSENT
Commissioner Kurka	X			
Commissioner Starr	X			
Commissioner Doherty	X			
Commissioner Massie	X			
Commissioner Murphy				X
Commission Masnica	X			
Commissioner Tuczak	X			

Motion Passed

ADJOURNMENT TO DECENNIAL COMMITTEE ON LOCAL GOVERNMENT EFFICIENCY
MEETING at 6:26PM.

Commissioner Doherty made a motion to adjourn to the Decennial Committee on Local Government Efficiency Meeting and seconded by Commissioner Starr. A voice vote was taken and all in favor.

A. MEETING # 3 OF THE MT. PROSPECT PARK DISTRICT DECENNIAL COMMITTEE

- Call To Order
- Roll Call
- Changes or Additions To Decennial Committee Meeting Agenda

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- Approval of Agenda
- Approval of Decennial Meeting #2 Minutes, August 16, 2023
- Presentation of The Committee
- Public Comment
- Public Survey
- Approval of Report
- Motion To Adjourn the Committee Meeting and to Dissolve the Committee

Chairman Giese declared the Committee Meeting adjourned and the Committee dissolved.

President Kurka Reconvened the Regular Meeting at 6:41pm.

Commissioner Starr called the Roll for the Board The following Commissioners were present:

Roll Call	PRESENT	REMOTE	ABSENT
Commissioner Kurka	X		
Commissioner Starr	X		
Commissioner Doherty	X		
Commissioner Massie	X		
Commissioner Murphy			X
Commission Masnica	X		
Commissioner Tuczak	X		

FINANCIAL ADVISOR'S REPORT

Lee Howard, the District's financial advisor reviewed the following financial information with our Board:

2023 DETERMINATION OF LEVY

This year's levy is again limited by the tax caps to the lesser of the CPI or 5% of the previous year's aggregate extension. The second-installment tax bills will be issued in early November with a due date of December 1st. Last year's extension was received last week to start the 2023 determination planning process.

GOLF REPORT

Course revenues through September of \$1,975,124 were up 13% over last year. This contributed to a YTD net of \$585,532.

POOLS REPORT

Total revenue for the three pools at the end of September is \$691,123.

The two outdoor pools through September (the 2023 season) had gross revenues of \$321,852. This was \$42,762 better than budget.

RECPLEX FACILITY REPORT

Recplex facility revenues through September were \$356,078. 143% of the 2022 YTD.

REC PROGRAMS

Recreation program revenues through September were \$1,967,458, an 18% increase over 2022 year to date.

CHILD CARE PROGRAMS

Within Rec Programs above, Child Care Programs, (Kids Klub, Day Camp and Preschool combined) account for roughly half of that revenue through September or \$908,341. Day Camps are up 34%. Kids Klub and Preschool programs are up 20% and 48% respectively.

DEPARTMENTAL EXPENDITURES

Departmental expenditures are tracking according to plan. The one exception is Central Programs which are 119% of budget, with September being 75% through the year. Within Central Programs expenditures, Youth Athletics programming has taken off resulting in expenditures over budget at 136% and related revenue also exceeding budget at 153%.

President Kurka asked Commissioners if there were any questions for Lee on his report and there were none.

EXECUTIVE REPORT

Executive Director Jarog provided the Board with the following information from his executive report:

Annual Capital Improvement Project List FY 2024

A draft of the District's proposed FY 2024 Annual Capital Requests was presented tonight for the Board's first review and input. Staff will incorporate any feedback received from Commissioners during tonight's meeting and return for the Board's final review and consideration at the November 15th Regular Board Meeting. Once the list of 2024 capital projects has been approved, account codes will be created and staff will begin project implementation shortly thereafter.

Mt. Prospect Park District FY 2024 Budget Process

The first draft of the District's FY 2024 budget will be presented to the Board at the November 15th Regular Board meeting. As the District continues to improve on previously declining programming and revenue we must also support our staffing and increasing operational expenses. The forthcoming budget will strive to keep up with the extremely competitive employment marketplace as well as another State of Illinois minimum wage increase to \$14.00 per hour as of January 1st, 2024. Our FY 2024 budget estimates will be adjusted accordingly to reflect these conditions. Staff is currently in the process of itemizing projected revenues and

expenses for next year's budget. The first draft of our proposed FY 2024 budget will be presented to our Board at the November 15th Regular Board meeting for review and discussion.

Mt. Prospect Park District's Comprehensive Master Plan Update

The District's Comprehensive Master Plan was previously approved by our Board at the November 16th, 2023 Regular Board Meeting. At that time staff was asked by Commissioners to update the Board from time to time on the District's progress and plan implementation. In an effort to satisfy that request staff is planning to provide our Board with a plan update as part of the December 13th, 2023 Regular Board meeting.

Upcoming Board Meeting Reminders for 2023:

- Regular Board Meeting: Wednesday, November 15, 2023, @ 6:30 PM
 - First Draft FY 2024 Budget Presentation & Review
 - Approval of 2024 Capital Projects
- Regular Board Meeting: Wednesday, December 13, 2023, @ 6:30 PM

President Kurka asked Commissioners if there were any questions for Jim on his report and there were none.

PUBLIC COMMENT

None

COMMENTS/MATTERS FROM COMMISSIONERS

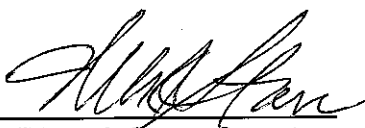
Commissioner Doherty complimented staff for including the comparables from the previous year on the Board Reports.

Commissioner Starr thanked the staff at the Golf Course for making the American Legion 8th Annual Golf Class a huge success. He highlighted that over \$12,000 was raised at the event and will be donated to an organization called Veterans Path to Hope. He also thanked the staff in advance for their help on the upcoming Veterans Day Ceremony.

ADJOURNMENT OF REGULAR MEETING

- President Kurka asked for a motion to adjourn the regular meeting.
- Commissioner Doherty motioned to adjourn the meeting, seconded by Commissioner Starr.
- A voice vote was taken with all in favor and none opposed.
- The meeting was officially adjourned at 6:52PM.

Respectfully submitted,


William J. Starr, Secretary