

Regular Board Minutes

1-17-24

Approved 2-14-24

**Mt. Prospect Park District
Regular Board Meeting
January 17, 2024**

A Regular Board Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, January 17, 2024 at the Central Community Center Facility of the Mt. Prospect Park District.

President Kurka called the meeting to order at 6:30 p.m.

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

ROLL CALL

Present: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Remote: None

Absent: None

The following individuals were in attendance (present or remote) at the meeting.

Administrative Staff/Recreation Staff: 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, Jon Zgoda, IT Professional/ Remote Meeting Moderator, Jeff Langguth, Director of Golf Operations, Mary Kiaupa, Human Resource & Risk Manager, Mike Azzaretto, Recreation Division Manager, Maddy Moon, Community Relations & Marketing Coordinator, Brian Hecker, Central Community Center Manager, Amy Heinrichs, Early Childhood & Youth Supervisor, Toria Smith, Lions Recreation Center/Performing Arts Manager, Brad Wessel, Athletics Manager, Mike Azzaretto, Recreation Division Manager, Adam Trzaska, Athletics Supervisor, Linda Zalewski, Aquatics Manager, Ann Zimmerman, Friendship Park Conservatory/Art Studio Manager, Peter Nocchi, Aquatics Supervisor, Kristina Winans, Early Childhood & Youth Manager

Professionals

Tom Hoffman, District Attorney

Lee Howard, CPA, GAI

Visitors

Aaron Gold, Spear Financial

Darren Schretter, Studio GC Architecture (Remote)

PLEDGE OF ALLEGIANCE

CHANGES OR ADDITIONS TO REGULAR MEETING AGENDA

None.

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APPROVAL OF AGENDA

President Kurka asked for a motion to approve the Agenda as presented. So moved by Commissioner Starr and seconded by Commissioner Massie. 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 Massie made the motion to approve the Consent Agenda as presented, Seconded by Commissioner Starr.

Commissioner Starr called the Roll

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

PUBLIC COMMENT

None

UNFINISHED BUSINESS

A. FY 2024 Budget Update / Discussion

George Giese, Director of Administration gave a quick update to the Board; letting them know we are in a great spot. At the February Board Meeting, the draft Budget and Appropriations Ordinance will be presented. There were no questions from the Board.

NEW BUSINESS

A. Recreation Department 2023 Year in Review

Recreation Director Nick Troy introduced the Recreation staff who presented the 2023 Year in Review. A powerpoint presentation was shared with the Board and included the following highlights for the year 2023:

Aquatic Highlights:

Aquatics programming experienced tremendous growth in 2023.

Athletic Highlights

Youth Basketball:

- 800 participants enrolled +55 participants

New baseball/softball clinics were offered . Overall, Youth League revenue was \$504,996 37% increase from 2019

Early Childhood & Youth Highlights

Lions Preschool opened back up this year with 14 participants!

Significant increase in tot program enrollment, 245 registrations Revenue - \$556,089 14% increase from 2019

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- Registrations - 3,262 Summer camp guide was introduced

Fitness & Mt. Melas Highlights

Rec Plex weight room project was completed this past fall with additional weight room equipment changes coming in 2024.

Memberships -

- Revenue - \$490,727 17% increase from 2019

Mt. Melas & Mt. Melas Jr.

Mt. Melas Revenue \$8,850 Mt. Melas Jr. Revenue \$3,488

RecPlex Highlights

Facility Rentals -

- Revenue - \$86,560 51% increase from 2022

Gym Daily Fees (Open Gym)

- Revenue - \$58,916 47% increase from 2022

Many Facility Improvements

Central Community Center Highlights

Facility Rentals -

- Revenue - \$215,336 17% increase from 2022

Facility Programs -

- Revenue - \$284,426 38% increase from 2022

Pickleball - at all three facilities (16 indoor courts)

- Revenue - \$45,899

Friendship Park Conservatory & Visual Arts Highlights

Summer Outdoor Adventure Camps

- Revenue - \$21,393 73% increase from 2022

FPC Special Events - have become hugely popular!

FPC Banquet Rentals

- Revenue - \$89,450 46% increase from 2019

Art Studio - \$92,090

- Birthday Party revenue was an additional \$9,560 bringing the Art Studio to \$101,650!

Lions Recreation Center & Performing Arts Highlights

PreK Preschool was welcomed back on Monday, Wednesday and Friday mornings

Facility Rentals -Revenue - \$38,184 47% increase from 2019

Facility Programs -

- Revenue - \$14,661 50% increase from 2019

Performing Arts Revenue - \$270,080 13% increase

2023 Programs & Events: Registrations (Total - 22,209), Programs Offered (1,900+), Successful Program % (81%)

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Revenue Highlights: Program/Event Revenue 2023: \$2,512,801 (19% increase from 2022), Facility Rental Revenue: 2023: \$429,531(31% increase from 2022)

Commissioner Starr complimented the zoom Spanish for kids as well as the Computer Explorers Class and encouraged staff to continue to offer both programs.

Commissioner Starr also expressed how amazed and thankful he is and said “they did a beautiful job; watch out for next year.”

The Board as a whole thanked the Recreation Staff for their presentation and praised the wonderful job they’ve done for the year of 2023.

Executive Director Jarog thanked staff and looks forward to continued success in 2024.

Commissioner Doherty thanked staff for their dedication and is very happy with the Recreation staff as a whole and everything they’ve done to bring back programs along with changes made to them.

One example from Commissioner Doherty was the girls basketball partnerships with other Districts to ensure there was a season and the team was able to play against other teams.

Commissioner Tuczak praised the positive momentum from the numbers and work that went in from the Recreation staff and looking forward to the staff bringing that into the new year.

There were no further comments from the Board.

B. TAXABLE GENERAL OBLIGATION LIMITED TAX PARK BONDS, SERIES 2024A PLANNING PACKET

Aaron Gold, Vice President, Speer Financial presented the financing plan surrounding the issuance of the District's proposed Taxable GO Limited Tax Park Bonds, Series 2024A. Speer Financial will be requesting a direct private placement bid from Busey Bank on February 13th, the final bond ordinance will be presented to the board on February 14th, with closing scheduled on February 28th. The issue will reach its first and final maturity on December 25, 2025. The issue is sized to generate \$2,138,220 in net working capital and the issue will be executed on a taxable basis to allow the proceeds to fund certain insurance settlement requirements.

Aaron Gold opened the floor to questions or comments from the Board.

Commissioner Tuczak asked if there is any flexibility or if we can possibly wait a quarter to benefit from an interest rate reduction?

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Aaron Gold responded: Unfortunately because of how the roll over bonds will be used for the alternate bond payment. The payments are due on November 1st, which is the security source for the District's alternative revenue source.

There were no further questions or comments from the Board.

PUBLIC HEARING: PUBLIC HEARING ON THE PROPOSED ISSUANCE OF \$2,400,000 TORT BONDS

President Kurka asked for a motion to proceed to the Public Hearing and to continue the other business from the Regular Meeting upon the conclusion thereof. So Moved by Commissioner Starr and seconded by Commissioner Massie.

Commissioner Starr called the Roll

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

President Kurka proceeded to conduct the required public hearing on the proposed issuance of \$2,400,000 TORT Bonds.

Once complete, President Kurka then asked for a motion to finally adjourn the Public Hearing. Commissioner Massie made the motion to adjourn the meeting, Seconded by Commissioner Murphy.

Commissioner Starr called the Roll

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

The Public Hearing was adjourned and the regular meeting reconvened at 7:25 pm.

APPROVAL ITEMS

A. Friendship Conservatory Interior Renovations Bid Award

Executive Director Jim Jarog presented the details for the Phase 2 Tourism bid for Interior work at Friendship Conservatory. He shared details of the process leading up to the bid as well as details regarding how the bid was structured and the areas of facility improvement the bid would address.

Based on the alternates chosen, the apparent low bidder for the project is Bear Construction Company.

If approved, the project will commence on January 29, 2024 with final completion by April 15th, 2024. The facility will remain open for Park District operations on a limited basis including Greenhouse operations.

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Commissioner Starr asked if the bathrooms are accessible from the outdoors?

Executive Director Jim Jarog responded that the bathrooms are only accessible from the interior.

Commissioner Tuczak asked if there will be any delay in materials?

Darren Schretter from Studio GC Architecture's response: Darren asked contractors at the pre bid meeting if that was the case that any materials were not readily available and there was no feedback. The understanding is that what's been specified is ready to be obtained.

Commissioner Doherty asked if the work on the doors, frames and wall coverings will be done in house?

Executive Director Jim Jarog responded yes, that is the plan.

Darren Schretter added that the wall covering will be revisited towards the end of the project and depending on the contingency amount that was still available; we could still move forward with that with the contractor. Director of Parks and Planning Matt Dziubinski had previously shared that his staff could potentially do the work.

The doors have some initial discussion, but nothing specific has been planned. Matt Dziubinski plans on hiring a 3rd party company to install the curtains at a later date.

Commissioner Doherty asked: At a later date, can we later approve the alternates at the same dollar amount?

Attorney Hoffman responded that it would depend on the contents of the package and typically, that would be the understanding.

There were no further questions or comments from the Board.

Commissioner Masnica moved to approve the 2024 Friendship Park Conservatory Interior Renovations Base Bid with project Contingency, alternates #1 and #3, for a total project cost not to exceed \$356,850, as submitted by Bear Construction Company. Seconded by Commissioner Massie.

Commissioner Starr called the Roll

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

B. MEMORANDUM OF UNDERSTANDING AMONG THE METRO RISK MANAGEMENT AGENCY, MT. PROSPECT PARK DISTRICT, AND SCHAUMBURG PARK DISTRICT

Executive Director Jim Jarog explained that as part of the District's obligation to MRMA, as well as its member agencies, the Mt. Prospect Park District wishes to satisfy its portion of a settlement payment as part of a pre-existing insurance claim which was filed with the MRMA Agency.

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Commissioner Tuczak commented that on page 63 of the MOU that the definition of MRMA included Mt. Prospect and Schaumburg, but in the recitals it references MRMA including Mt. Prospect, Schaumburg and Palatine. He then asked if Palatine should be included or if it was a typo?

Executive Director Jarog responded by informing Commissioner Tuczak that Mt. Prospect, Schaumburg and Palatine are the organizations that make up MRMA.

Attorney Tom Hoffman took a moment to review the document and determined that it is accurate as written and works for that agreement.

There was no further discussion.

Commissioner Massie read the motion and was seconded by Commissioner Starr.

Commissioner Starr called the Roll

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

ADOPTION ITEMS

- A. RESOLUTION NO. 844, A RESOLUTION ACKNOWLEDGING THE MT. PROSPECT PARK DISTRICT RECOGNITION AND DEDICATION TO THE LOSS CONTROL AND RISK MANAGEMENT PRINCIPLES OF THE PARK DISTRICT RISK MANAGEMENT AGENCY

George Giese explained the PDRMA transition from MRMA as well as the next steps.

The PDRMA Board of Directors met on Dec. 15, 2023, and approved the Park District's admission to PDRMA subject to any pending requests or requirements. As part of this process, PDRMA requires two Board-approved Resolutions that have been prepared for consideration tonight.

First, Resolution No. 844 acknowledges the Park District's recognition and dedication to the loss control and risk management principles of the Park District Risk Management Agency.

Second, Resolution No. 845 authorizes membership in the Park District Risk Management Agency.

There were no questions or comments from the Board.

Commissioner Starr made a motion to approve Resolution No. 844, seconded by Commissioner Murphy.

Commissioner Starr called the Roll

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Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

B. RESOLUTION NO. 845

A RESOLUTION AUTHORIZING MEMBERSHIP IN THE PARK DISTRICT RISK MANAGEMENT AGENCY

Commissioner Tuczak read the motion to approve Resolution No. 845 and seconded by Commissioner Massie.

Commissioner Starr called the Roll

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

FINANCIAL ADVISOR'S REPORT

Lee Howard, Financial Advisor and CPA for the District shared his December Financial report with our Board: The report touched on the following areas: 2024 Annual Operating Budget, Golf Report, Pools Report, Recplex Facility Report, Rec Programs, Child Care Programs and Departmental Expenditures.

President Kurka asked: What is the annual interest rate on the debt vs what we took in vs the t bills? Do the t bills being at a hire rate cover that?

Lee Howard responded that he does not have the figure on hand, but he can get it for him.

Lee Howard, Financial Advisor opened the floor for any other questions; there were none.

EXECUTIVE REPORT

Executive Director Jarog shared his January Director's report with the Board which included information on the following:

2024 Citizens Task Force Meeting #1, Update on Cook County's Paid Leave Ordinance (PLFAWA), and the upcoming Board Meeting on Wednesday, February 14, 2024 - 6:30 pm @ CCC

Executive Director Jarog then concluded his report.

Commissioner Masnica asked the number of attendees for the Citizen Task Force Meeting.

Director of Administration George Giese responded and informed her and the Board that we're expecting around 35 to 40 people total including the District's Leadership Team. A total of 25-26 are residents on the Task Force.

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There was no further discussion from the Board.

PUBLIC COMMENT

None

COMMENTS/MATTERS FROM COMMISSIONERS

None

ADJOURNMENT TO CLOSED SESSION

Commissioner Doherty made the motion to adjourn to closed session under SECTION 2(c) (1): Personnel-To discuss the appointment, employment, compensation, discipline, performance, or dismissal of one or more specific employees of the public body and SECTION 2(c)-(21): Discussion of Minutes of Meetings Lawfully Closed Under this Act, whether for Purposes of Approval by the Body of Minutes or Semi-Annual Review of the Minutes as Mandated by Section 2.06.

The motion was seconded by Commissioner Murphy.

Commissioner Starr called the Roll

Roll Call

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

The regular meeting was adjourned to enter into closed session at 8:04 pm

RECONVENE REGULAR MEETING

The regular meeting was reconvened at 8:25pm.

Commissioner Starr called the Roll

Roll Call

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

TAKE ACTION, IF ANY, ON MATTERS DISCUSSED IN CLOSED SESSION

A. APPROVAL OF MINUTES, REVIEWED IN CLOSED SESSION, IF ANY

Commissioner Starr moved to approve the content of the following closed session minutes which were reviewed during closed session:

July 19, 2023	Section 2c (11) Litigation, Section 2c (12) Review or Discussion of Claims Section 2c (21) Semi-Annual Review of the Minutes
December 13, 2023	Section 2c (1) Personnel, Section 2c-11 Litigation

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Seconded by Commissioner Murphy

Commissioner Starr called the roll

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

B. APPROVAL TO RELEASE CLOSED SESSION MINUTES, IF ANY

Commissioner Starr made a motion to release the following sections of closed Session minutes:

February 13, 2019	Section 2c (1)	Personnel
May 22, 2019	Section 2c (5)	Purchase or Lease of Property
July 24, 2019	Section 2c (21)	Semi-Annual Review of Minutes
January 18, 2023	Section 2c (11)	Litigation

Second by Commissioner Massie

Commissioner Starr called the Roll

Aye: Commissioners Kurka, Starr, Doherty, Massie, Murphy, Masnica, Tuczak

Nay: None

Motion Passed

ADJOURNMENT OF REGULAR MEETING

Commissioner Murphy made the motion to adjourn the Regular Meeting and seconded by Commissioner Starr. A voice vote was taken, all were in favor with none opposed.

The meeting was officially adjourned at 8:28 pm.

Respectfully submitted,

William J. Starr, Secretary