

APPROVED
Mt. Prospect Park District
Regular Board Meeting
January 21, 2026

A Regular Board Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, January 21, 2026 at the Central Community Center Facility of the Mt. Prospect Park District.

Commissioner Doherty called the meeting to order at 6:30 p.m.

Commissioner Starr called the Roll:

The following Commissioners were present upon the roll:

Present: Commissioners Masnica, Tuczak, Nicholas, Starr, Doherty and Murphy

Remote: None

Absent: Commissioner Lowen

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

Administrative Staff: Jim Jarog-Executive Director, George Giese-Deputy Director, Ruth Yueill-Director of Community Relations & Marketing, Mike Azzaretto-Director of Recreation, Matt Dziubinski-Director of Parks & Planning, Mary Kiaupa-Director of Human Resources & Risk, Jon Zgoda-IT Professional/ Remote Meeting Moderator, Jeff Langguth-Director of Golf Operations, Jeanette Foley-Executive Assistant, Maddy Moon-Community Relations & Marketing Coordinator

Professionals: Tom Hoffman-District Attorney, Lee Howard-CPA GAI, Paul Wangles-CPA GAI, James Howard-CPA GAI

Visitors and others in attendance: None

PLEDGE OF ALLEGIANCE

CHANGES OR ADDITIONS TO REGULAR MEETING AGENDA

President Doherty inquired if any Commissioners had additions or changes to the Regular Meeting Agenda. President Doherty then announced one change under New Business: items A and B would be swapped. The order would now be: first, the GAI Staff introduction, and second, OB3 Tax Bill Impact on Payroll Reporting Requirements.

There being no further changes to the Agenda, President Doherty requested a motion to approve.

MOTION:

A motion to approve the agenda was made by Commissioner Starr and seconded by Commissioner Murphy. A voice vote was taken; all were in favor to approve the Regular Meeting Agenda as written and none opposed. Motion passed

APPROVAL OF CONSENT AGENDA

President Doherty read the following statement:

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.

A. Approval Of Minutes: Regular Board Meeting, December 17, 2025.

B. Ratification Of Accounts Payable for December 2025 in the amount of \$4,734,471.31.

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C. Ratification Of Payroll for December 2025 in the amount of \$546,415.39.

D. Approval for the Purchase of Three (3) Icon Park Shelters for Lions Memorial Park and Kopp Park, In the Amount of \$67,928.00, Utilizing Sourcewell Contract #092325-Icon

President Doherty asked for a motion to approve the Consent Agenda as presented.

MOTION:

Commissioner Nicholas made the motion to approve the Consent Agenda as presented, seconded by Commissioner Murphy.

Commissioner Starr called the roll:

Ayes: Commissioners Doherty, Masnica, Tuczak, Nicholas, Starr and Murphy

Nays: None

Absent: Commissioner Lowen

Motion Passed

PUBLIC COMMENT: None

UNFINISHED BUSINESS

FY 2026 Budget Summary Update

Deputy Director George Giese reported to the Board that the budget process is nearing completion. Following open enrollment in December, the final budget refinements are almost done. The good news is that there are no major changes since the November presentation, with overall adjustments amounting to approximately \$18,000 after open enrollment.

The next step involves compiling the Draft Budget Appropriation Ordinance, which will detail the summarized budget figures. This ordinance will be made available for public review at the Central Community Center, as required, and shared with the Park Board via the shared drive. The Board will have one final review in February before the document is presented for approval in March.

NEW BUSINESS

A. GAI Staff Introduction

Lee Howard of GAI presented to the Board and introduced his team. The introductions began with Brad O'Sullivan, noting his 26 years working on the Park District's account and his role as Lee Howard's right-hand. Next, Mr. Howard introduced James Howard, CPA, and Paul Wangles, providing a brief overview of their accounting careers and experience. All were welcomed by the Board.

B. OB3 Tax Bill Impact on Payroll Reporting Requirements

Deputy Director George Giese presented to the Board explaining in detail the changes affecting the Park District due to the implementation of the One, Big, Beautiful Bill Act (OB3). The Act which was signed by President Trump on July 4th, allows qualifying workers to deduct premium overtime pay (the "half" in time and a half) from gross income, up to \$12,500 (\$25,000 for joint filers) until 2028, with phase-outs for higher earners. Crucially, the deduction only applies to mandatory overtime under the Fair Labor Standards Act (FLSA). Because the Park District includes approved paid time off when calculating overtime, which exceeds FLSA requirements, this non-qualifying overtime premium must be reported separately on Form W-2 starting next year. Amid these reporting changes, the Park District is transitioning its time and labor software from the unsupported TimePro to Paylocity, which it already uses for payroll and HR. This transition is expected to improve efficiency. In response to these changes, the Park District is preparing updates to its Employee Policy and Benefits Manual for future Board review. Deputy Director Giese will provide further updates.

Commissioner Nicholas thanked George for the detailed explanation to the Board adding that the information has been very useful. She questioned our timeframe for the new policy manual to which George answered that

he was hopeful this could be in place by February/March. For Paylocity, he is hopeful that the calculations regarding timekeeping are in place very soon.

Executive Director Jim Jarog thanked Deputy Director Giese and Mary Kiaupa, Director of Human Resources & Risk and Sarah Heisler, Human Resource Coordinator for all their hard work and hours spent on this complicated process.

APPROVAL ITEMS

A. Acceptance of the Bid for 2026 Mowing Services in the Amount of \$68,379.96 as Submitted by Yellowstone Landscape, Including the Extension Option for 2027 and 2028 Services.

Director of Parks and Planning, Matt Dziubinski, presented the need for increased contractual mowing services starting in 2026. Staff currently mows 345.35 acres, with 61.15 acres already contracted. To maintain efficiency, 4 Grounds employees must mow the 345.35 acres 4 days a week. Following a bid notice published on January 8, 2026, seven bids were received. Yellowstone Landscape was the lowest responsible bidder meeting specifications, and references were positive.

If approved, the contract would run from April through November 2026 (28 weeks), with options to extend through 2028. Adding Gregory, Sunrise, Sunset, and Weller Creek Parks to the contracted service would increase the total contracted mowable area to 102.04 acres. This would save approximately one day of mowing, freeing up 32 man-hours per week for other maintenance needs, such as fertilization, aeration, athletic field maintenance, playground repair, tree trimming, and fence repairs. Budget impact details and attached documents (Yellowstone Landscape Bid Form and Bid Tabulation) were noted.

Commissioner Masnica questioned if the landscape companies continue to mow during a drought when grass growth slows significantly. Director Dziubinski responded that such a scenario is highly uncommon, assuring the Board that mowing would still occur at least weekly.

Commissioner Starr inquired about prior District experience with Yellowstone. Director Dziubinski responded that this would be the District's first time working with the company, although he frequently sees their name around.

MOTION:

Commissioner Murphy made a motion to accept the bid for 2026 mowing services in the amount of \$68,379.96 as submitted by Yellowstone Landscape, including the extension option for 2027 and 2028 services, seconded by Commissioner Starr.

Commissioner Starr called the roll:

Ayes: Commissioners Doherty, Masnica, Tuczak, Nicholas, Starr and Murphy

Nays: None

Absent: Commissioner Lowen

Motion Passed

B. Approval of the Fourth Project Authorization Exhibit with Nicholas & Associates, Inc. for Associated Project Work at RecPlex.

Director Matt Dziubinski presented the Fourth Project Authorization Exhibit (PAE #4) under the existing Construction Management Master Agreement with Nicholas & Associates. The Master Agreement, dating to 2022, governs specific projects via separate PAEs. Following the removal of RecPlex improvements from the amended PAE #3 (Lions Memorial Park Referendum), PAE #4 addresses proposed Referendum improvements at RecPlex.

The RecPlex scope, defined with design professionals, includes:

Referendum Eligible: Adding AC to the gymnasium and two multisport artificial turf courts.

Other Projects: Resurfacing one basketball court and related gymnasium improvements (dividers, seating, netting, scoreboards, etc.) for the artificial turf.

Funding for these capital improvements may come from Referendum bond proceeds (eligible items), interest earnings, roll over bonds, and grants/donations. Legal counsel confirmed bond eligibility based on the ballot question.

Additionally, the CloudHQ development requires a \$2 million donation and public-use component for outdoor recreation in the south TIF district (per Village Ordinance #6634). A December 2023 concept plan detailed exterior RecPlex improvements to fulfill this requirement, including: play equipment, a splash pad, shade, fencing, a synthetic turf field with lighting, landscaping, a prefab restroom, and concrete paving.

Similar to PAE #3, PAE #4 will be updated after bidding to reflect final costs and complete remaining items ("TBD"). This updated PAE will return to the Board. Legal counsel for both parties has reviewed PAE #4, and staff recommends Park Board approval. Attached documents include the Fourth Project Authorization Exhibit, RecPlex Site Concept Plan, and Visual for RecPlex Interior Improvements.

Director Dziubinski clarified for the Commissioners some of the questions they had regarding the use of the referendum funds and the restrictions.

Commissioner Murphy noted his concern that the funds are being spent on amenities that will be used to their full potential as it would be a shame to build an amenity that is unpopular or less desirable to the residents. He questioned how the decisions would be made for the new amenities. Director Dziubinski explained that the turf has been a big need and a topic of discussion for a while. Lit practice space is an area that we fall short on expressing need by Mt. Prospect football as well as Elite Soccer. Director Dziubinski expressed his desire to go out to the community for their input as well. A brief discussion followed regarding desired and useful amenities.

MOTION:

Commissioner Masnica made a motion to approve the Fourth Project Authorization Exhibit for the facility improvements at RecPlex between the Mt. Prospect Park District and Nicholas & Associates Inc., to be further amended once the bidding is complete. Motion was seconded by Commissioner Murphy.

Commissioner Starr called the roll:

Ayes: Commissioners Doherty, Masnica, Tuczak, Nicholas, Starr and Murphy

Nays: None

Absent: Commissioner Lowen

Motion Passed

FINANCIAL ADVISOR'S REPORT

Property Tax Receipts Update

Cook County's system conversion has delayed property tax billing and distribution. Distributions are scheduled to resume January 20th. Our financial statements reflect cash received; an estimated \$3,237,384 of the 2024 levy is unreceived as of December 31. The "Pro Forma 2025 Surplus" schedule illustrates the effect on District funds. Accrual statements for the audit will include these amounts.

Golf Report

Total course revenue is \$2,439,482 (up 5.2%), and expenditures are \$1,988,438 (up 6.3%). Actual sales tax paid through December is \$64,512, significantly up from \$7,107 last year due to the new sales tax on rentals, collected through increased rental rates.

Rec Programs

2025 Rec program revenues are \$2,843,622 (up 8%).

Childcare Programs

Revenues are \$1,277,075 (up 11%), representing 45% of Rec Program revenue. Kids Klub is up 22%, Preschool up 8%, and Day Camp registration up 6%.

Recplex Facility Report

YTD revenue through November is \$569,372 (up 10%). Pass sales and daily fees are both up 9%. YTD expenditures through December are \$1,104,625 (up 9%) due to planned increases, representing 87% of the 2025 budget.

Pools Report

Total 2025 pool revenues are \$891,792 (up 4.4%). Swim Programs revenue is level (up 0.25%).

Central Programs

Central program revenue is \$305,953 (down 6%) due to Youth Athletic and other programs moving facilities.

Central Facility Revenue

Central facility revenue for 2025 is \$505,558, an overall increase of 13% from 2024.

EXECUTIVE DIRECTOR REPORT

The Mt. Prospect Park District has been awarded a \$600,000 State of Illinois FY2026 Open Space Land Acquisition and Development (OSLAD) grant, announced on January 14th. This funding, part of \$36 million distributed to 67 communities by Governor JB Pritzker and IDNR, will assist with Lions Park Phase 2 Construction, specifically funding a new splash pad, pickleball courts, and associated equipment. OSLAD is a popular 1986 state and local cost-sharing program that has awarded \$640 million for park projects.

The Mt. Prospect Golf Club will celebrate its 100th Anniversary (1926-2026) with several events, featured on the Summer 2026 Program Guide cover. The kickoff is an elegant celebration on Saturday, February 7th, at the Clubhouse from 7-10 pm, including appetizers, a cash bar with a 1920's cocktail, and live music (must be 21+). The anniversary weekend begins with a relaxed 9-hole Hickory Golf Outing on Friday, June 13th. Participants will use authentic hickory clubs and replica 1920s balls supplied by PlayHickory.com in a 4-person scramble format, encouraging vintage attire. This standalone event is followed by two 18-hole tournaments on Saturday, June 13th, and Sunday, June 14th.

The Parks Foundation will host the "Moonlit Melodies Winter Cabaret" on Saturday, February 21st, at Friendship Park Conservatory. This event, featuring dinner by Giuseppe's and local entertainment performing selections by Frank Sinatra, Rosemary Clooney, and Tony Bennett, benefits the Foundation's Annual Scholarship Fund. Details are on the District's website.

Lastly, The RecPlex Pool dehumidification unit is on manual override for the time being to keep it operational. Parts have been ordered and we expect to have the unit fully operational in the next week or so. Thank you to Director Dziubinski and Director Azzaretto for coordinating programming around this issue.

Upcoming Board Meeting Reminders:

The next Regular Board Meeting will be held on Wednesday, February 18, 2026 @ 6:30 PM

PUBLIC COMMENT:

None

COMMENTS/MATTERS FROM COMMISSIONERS:

President Doherty brought up the popularity of the new outdoor basketball court, noting its frequent use even after dark, and asked about the feasibility of installing a light on a timer. Director Dziubinski then led a brief discussion on the matter, weighing the pros and cons, including installation details and the potential for complaints.

In other news, President Doherty offered congratulations to Maddy Moon, Community Relations & Marketing Coordinator, for receiving an Honorable Mention in the IAPD Photo Contest. Her submission featured two young residents enjoying the Fishing Derby event.

Commissioner Tuczak highlighted the upcoming Foundation's Cabaret Night. This year, the event is scheduled for a Saturday, aiming for a "date night" atmosphere, and he encouraged everyone to attend for a night out with their spouse or significant other.

Finally, Commissioner Tuczak inquired about the initial public response to the earlier opening time at RecPlex. Director Azzaretto reported that attendance for the early morning hours is currently low, but he anticipates this will improve as word-of-mouth spreads.

MOTION:

A Motion was made by Commissioner Masnica to adjourn to Closed Session Per Section 2c-(5): *The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.* The Motion was Seconded by Commissioner Murphy.

A voice vote was taken and all were in favor.

The Regular meeting was adjourned at 7:49 p.m.

MOTION:

A motion was made to reconvene the Regular Session at 8:25 p.m. by Commissioner Murphy and seconded by Commissioner Tuczak.

A voice vote was taken. All were in favor.

MOTION:

Motion to adjourn the regular meeting was made by Commissioner Starr and seconded by Commissioner Murphy at 8:26 p.m.

A voice vote was taken. All were in favor.

Motion passed.

Respectfully submitted,

William J. Starr, Secretary