

Approved Regular Board Minutes  
11-16-22

Approved

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

A Regular Meeting of the Mt. Prospect Park District, Cook County, Illinois, was held on Wednesday, November 16, 2022 at Central Community Center Facility of said Park District. President Kurka called the meeting to order at 6:30 p.m.

**Commissioner Murphy called Roll Call for the Board**

On roll call, the following commissioners were present:

<b>Roll Call</b>	<b>Present</b>	<b>Absent</b>
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  
Brett Barcel, Director of Golf  
Matt Dziubinski, Director of Parks & Planning  
Ben Kutscheid, Landscape Architect/Planner  
Jon Zgoda, IT Professional/ Remote Meeting Moderator

**Professionals**

Tom Hoffman, District Attorney  
Lee Howard, CPA, GAI  
Leon Younger, Pros Consulting  
Terry Berkbuegler, Confluence

**Visitors**

Joe Tuczak

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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**

President Kurka asked to remove the Closed Session for tonight's meeting.

**APPROVAL OF AGENDA**

Commissioner Massie moved to approve the agenda as amended and was seconded by Commissioner Murphy.

**Commissioner Murphy called Roll Call**

<b>Roll Call</b>	<b>Aye</b>	<b>Absent</b>	<b>Nay</b>
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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**APPROVAL OF CONSENT AGENDA**

President Kurka stated 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.

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

- A. Approval of Minutes: Regular Board Meeting , October 19, 2022
- B. Approval of Board of Commissioner Meeting Schedule 2023
- C. Ratification of Accounts Payable, October 2022 Checks and EFT's in the amount of \$2,708,986.99
- D. Ratification of Payroll, October 2022 Checks and Direct Deposits in the amount of \$292,707.90

**MOTION**

Commissioner Massie moved to approve the Consent Agenda; seconded by Commissioner Klicka.

**Commissioner Murphy called Roll Call**

<b>Roll Call</b>	<b>Aye</b>	<b>Absent</b>	<b>Nay</b>
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

**UNFINISHED BUSINESS/APPROVAL ITEMS**

**A. Comprehensive Master Plan 2022-Review and Approval**

Executive Director Jarog introduced Leon Younger, Pros Consulting and Terry Berkbuegler, Confluence and ETC are proud to present the Mt. Prospect Park District's 2022 Comprehensive Master Plan Executive Summary and that included the major components from the plan in its entirety as follows:

- Project Goals
- Project Process
- Mission/Vision Statement
- Core Values

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- Theme
- Recommendations/Priorities
- Goals and Strategies
  - Land
  - Facilities
  - Recreation Programs
  - Operations & Maintenance
  - Financing Capital Improvement

After review and questions from the Board, a motion was made as follows:

### **MOTION**

Commissioner Murphy moved to approve the Mt. Prospect Park District Comprehensive Master Plan 2022 as presented; seconded by Commissioner Massie.

### **Commissioner Murphy called Roll Call**

<b>Roll Call</b>	<b>Aye</b>	<b>Absent</b>	<b>Nay</b>
Commissioner Kurka	X		
Commissioner Tenuta		X	
Commissioner Starr		X	
Commissioner Klicka	X		
Commissioner Doherty		X	
Commissioner Massie	X		
Commissioner Murphy	X		

Motion passed

### **B. FY 2023 Capital List for Park Board Approval**

Director Giese reviewed with the Board the few changes from last month on the Capital List. He summarized that Owen Playground will be moved to a future year in order to accommodate the workload with the other playgrounds in progress. There was an Aquatic Study added as a new item to the Master Plan along with a budget increase for the Lions Park Phase 1 project-this increase will help the District to solidify a construction manager for the project. The basketball court resurfacing at Weller Creek is still on the list and the funds involved would be from paving and lighting and not Capital. They are in need of repair as suggested by President Kurka.

After questions from the Board concerning the Aquatic Study; the construction manager; a statement that the MPPD does not have a commercial district like other districts to receive money from. A motion was made.

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**MOTION**

Commissioner Massie moved to approve the Capital List for FY2023 as presented; seconded by Commissioner Murphy.

**Commissioner Murphy called Roll Call**

<b>Roll Call</b>	<b>Aye</b>	<b>Absent</b>	<b>Nay</b>
Commissioner Kurka	X		
Commissioner Tenuta		X	
Commissioner Starr		X	
Commissioner Klicka	X		
Commissioner Doherty		X	
Commissioner Massie	X		
Commissioner Murphy	X		Motion passed

**ADOPTION ITEMS**

- A. **Ordinance # 821:** An Ordinance abating the tax heretofore levied for the year 2022 to pay debt service on \$8,000,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2014A, of the Mt. Prospect Park District, Cook County, Illinois.

Attorney Thomas Hoffman explained the District issues bonds a Bond Ordinance containing a levy schedule is filed with the County and the County follows such schedules(s) in extending the taxes needed to pay all debts service on each bond issue until paid in full by maturity. After adoption of Ordinances 821, 822, 823, and 824, they will be filed with the Cook County Clerk.

**MOTION**

Commissioner Massie moved to adopt Ordinance #821 : An Ordinance abating the tax heretofore levied for the year 2022 to pay debt service on \$8,000,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2014A, of the Mt. Prospect Park District, Cook County, Illinois; seconded by Commissioner Klicka.

**Commissioner Murphy called Roll Call**

<b>Roll Call</b>	<b>Aye</b>	<b>Absent</b>	<b>Nay</b>
Commissioner Kurka	X		
Commissioner Tenuta		X	
Commissioner Starr		X	
Commissioner Klicka	X		
Commissioner Doherty		X	
Commissioner Massie	X		
Commissioner Murphy	X		Motion passed

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- B. **Ordinance #822:** An Ordinance abating the tax heretofore levied for the year 2022 to pay principal and interest on \$3,190,000 General Obligation refunding park bonds (Alternate Revenue Source), Series 2017B, of the Mt. Prospect Park District Cook County, Illinois

**MOTION**

Commissioner Massie moved to adopt Ordinance #822: An Ordinance abating the tax heretofore levied for the year 2022 to pay principal and interest on \$3,190,000 General Obligation refunding park bonds (Alternate Revenue Source), Series 2017B, of the Mt. Prospect Park District Cook County, Illinois; seconded by Commissioner Klicka.

**Commissioner Murphy called Roll Call**

<b>Roll Call</b>	<b>Aye</b>	<b>Absent</b>	<b>Nay</b>
Commissioner Kurka	X		
Commissioner Tenuta		X	
Commissioner Starr		X	
Commissioner Klicka	X		
Commissioner Doherty		X	
Commissioner Massie	X		
Commissioner Murphy	X		Motion passed

- C. **Ordinance #823:** An Ordinance abating the tax heretofore levied for the year 2022 to pay debt service on \$3,060,000 General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019C of the Mt. Prospect Park District, Cook County, Illinois

**MOTION**

Commissioner Massie moved to adopt Ordinance #823: An Ordinance abating the tax heretofore levied for the year 2022 to pay debt service on \$3,060,000 General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2019C of the Mt. Prospect Park District, Cook County, Illinois; seconded by Commissioner Klicka.

**Commissioner Murphy called Roll Call**

<b>Roll Call</b>	<b>Aye</b>	<b>Absent</b>	<b>Nay</b>
Commissioner Kurka	X		
Commissioner Tenuta		X	
Commissioner Starr		X	
Commissioner Klicka	X		
Commissioner Doherty		X	
Commissioner Massie	X		
Commissioner Murphy	X		Motion passed

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- D. Ordinance #824: An Ordinance abating the tax heretofore levied for the year 2022 to pay debt service on \$8,215,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2022A of the Mt. Prospect Park District, Cook County, Illinois.

Commissioner Massie moved to adopt Ordinance #824: An Ordinance abating the tax heretofore levied for the year 2022 to pay debt service on \$8,215,000 General Obligation Park Bonds (Alternate Revenue Source), Series 2022A of the Mt. Prospect Park District, Cook County, Illinois.; seconded by Commissioner Klicka.

**Commissioner Murphy called Roll Call**

<b>Roll Call</b>	<b>Aye</b>	<b>Absent</b>	<b>Nay</b>
Commissioner Kurka	X		
Commissioner Tenuta		X	
Commissioner Starr		X	
Commissioner Klicka	X		
Commissioner Doherty		X	
Commissioner Massie	X		
Commissioner Murphy	X		

Motion passed.

**NEW BUSINESS**

- A. FY 2023 Draft Budget Overview: Director Giese gave an overview on the District’s revenue and expenditures and touched on the Taxes and how the 5% CPI limit has come into play for the first time. Director Troy reviewed the Recreation activity (our Earned Income) which is revenues outside of taxes ie: rentals, passes, daily fees, program fees concession and merchandise sales and how the recreation staff has progressed doing more with less than ever before. Mr. Howard walked the Board through the District’s funds and touched on some of the nuances and the bottom line. There was only discussion with the final budget approval sought from the Park Board at the March meeting in the new year.

President Kurka gave a few suggestions on looking ahead with trends, programs that are revenue driven-he feels the District needs to be more proactive and what the District might be missing, possibly at the O'hare Kup site. Commissioner Murphy stated the District has to get off the coattails of the Golf Course for 2023.

**FINANCIAL ADVISORY REPORT- Lee Howard CPA, GAI reviewed:**

**2021 LEVY EXTENSION**

The County provided the 2021 E.A.V. figures and the extension for last year’s levy November 4th. The District’s E.A.V. dropped 8.2% for the year 2021, as a result the District will receive less than levied in certain limited rate funds. Additional funds received due to the law change offset the reduction.

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**2022 DETERMINATION OF LEVY**

This year's levy is a 4.96% increase in the aggregate levy. Thus, the publication and hearing are not required. I will review details on the attached 2022 Proposed Tax Levy Worksheet.

**GOLF REPORT**

October is the Sixth consecutive month Golf Course revenue was better than budget. October revenues of \$175,918 were \$30,629 over budget. This narrows the YTD difference from budgeted revenue to \$1,334, from \$148,391 under budget at the end of April and the wet spring. YTD course net reached \$541,419 at the end of October.

**POOLS REPORT**

The YTD net cost of operations (net of revenue) for the three pools is \$187,791 for the ten months through October.

**RECPLEX FACILITY REPORT**

Recplex facility revenues through October were \$273,649. Up 38% over \$198,868 last Oct and 74% of the \$370,977 through 10 months pre-covid Oct 2019.

**REC PROGRAMS**

Recreation program revenues through October were \$1,813,585. Up 15% over \$1,575,666 last Oct and 74% of \$2,460,503 through Oct 2019.

**CHILD CARE PROGRAMS**

Through October childcare revenue is \$755,931. Up 53% over \$493,099 last Oct and 66% of the pre-covid \$1,142,126 through Oct in 2019.

**CENTRAL PROGRAMS**

Central program revenues through October were \$179,574. Up 91% over the \$94,046 last Oct and 41% over \$127,504 through 10 months of pre-covid Oct 2019.

**CENTRAL FACILITY REPORT**

Central facility revenues through October were \$286,866. Up 40% from the \$204,553 last Sept and up 9% over the \$264,199 through Oct 2019.

**PARKS FOUNDATION REPORT**

Executive Director Ruth Yueill review the following topics from the Foundation:

- The Foundation plans to attend the upcoming Seasonal Celebration at Friendship Park Conservatory
- Creature Feature Movie Night which raised over \$1,000 for the Foundation. The event receives rave reviews from our younger families. Several requested we add additional movie nights in 2023. The board is discussing possible options including an indoor sports movie on the turf.
- The Foundation will provide a continental breakfast for our Veterans at Lions Recreation Center on Friday, November 11 to coincide with the Veterans Day Ceremony beginning at 10:30am.
- The Foundation is interested in the 2023 status of the FPC Plant Sale in the hope of restoring the Pre-Plant Sale Fundraiser which was a big success in 2018 and 2019.
- The family of former Park Board commissioner Jim Graves has asked for consideration of a 4th annual scholarship in Jim's name. The family will fundraise the necessary monies needed to offer



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a 5th scholarship each year with a minimum five year commitment.  
The Parks Foundation will host a Comedy Cabaret featuring Vito Zatto on Sunday, February 19 from 5 to 8pm at Friendship Park Conservatory. Promotions will begin after December 1. The \$30 per person ticket includes light appetizers and table snacks. Raffle, cash bar and a Mystery Wine Grab are available for an additional charge. The Board is invited to participate for a wonderful evening.

**EXECUTIVE REPORT**

Executive Director Jarog remarked on the following items:

**FY 2023 Budget Process:**

Executive Director Jarog stated that he understands the desire for our District's revenue levels to return to pre-Covid numbers and will continue to work with staff to provide support and do everything possible to pursue this goal. As the Executive Director, I have a responsibility to provide budget projections that are obtainable. Staff is working hard to produce a responsible budget for FY2023. Staff will continue to focus on creative ways to develop new revenue areas in an effort to supplement those areas that may never return to pre-covid levels. The FY2023 budget overview discussed with the Board tonight is just the first step in our annual budget process. Staff will continue to monitor changes in recreational trends and programming and adjust our proposed budget as necessary. The final version of the District's FY 2023 budget will come before the Board at the March 2023 Regular Board meeting. I am confident that our District is moving in the right direction.

**Mt. Prospect Park District Comprehensive Master Plan 2022:**

As the formation of the District's Comprehensive Master Plan is nearing completion, I believe it is now time to consider our next steps. Executive Director Jarog encouraged the Board to consider a Board Retreat for the sole purpose of discussing the plan and the direction the Board wishes to pursue. The feedback received from this meeting will be used to restructure our long term Capital Improvement Plan and develop the necessary funding strategies to achieve the goals put forth by our Board. Staff would be happy to coordinate this meeting if the Board wished to move forward with this suggestion. It was also stated that the District had officially closed on the purchase of 401 W. Algonquin in Des Plaines.

**Upcoming Board Meeting Reminders:**

- Regular Board Meeting: December 14, 2022, @ 6:30 PM
- Regular Board Meeting: January 18, 2023 @ 6:30 PM
  - Closed Session per Section 2(c) (21): Discussion of Minutes of Meetings  
Semi-Annual Review of the Minutes

**COMMENTS/MATTERS FROM COMMISSIONERS**

None

**Public Comment**

None

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**MOTION for ADJOURNMENT**

Commissioner Murphy motion to adjourn the Board meeting at 8:37pm; seconded by Commissioner Massie.

**Commissioner Murphy called Roll Call**

<b>Roll Call</b>	<b>Aye</b>	<b>Absent</b>	<b>Nay</b>
Commissioner Kurka	X		
Commissioner Tenuta		X	
Commissioner Starr		X	
Commissioner Klicka	X		
Commissioner Doherty		X	
Commissioner Massie	X		
Commissioner Murphy	X		motion passed

Respectfully submitted,

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William J. Starr, Secretary