

**COMMITTEE OF THE WHOLE MEETING
OF THE COMMISSIONERS AND OFFICERS
OF THE PROSPECT HEIGHTS PARK DISTRICT
GARY MORAVA RECREATION CENTER
110 W. CAMP MCDONALD ROAD, PROSPECT HEIGHTS, IL 60070
TUESDAY, OCTOBER 7, 2014**

I. Call to Order

A. Roll Call

Commissioner Curtis called the Committee of the Whole Meeting of the Prospect Heights Park District to order at 6:05 p.m.

Commissioners present:

Terry Curtis

Lisa Gould

Tim Jones

Bob Loranger

Mark Malouf (arrived at 6:24 p.m.)

Also Present:

Kathy Nowicki – Executive Director

Nancy Salt – Accounting Manager

Julie Caporusso – Superintendent of Recreation

Dino Squiers – Superintendent of Parks and Facilities

Edlyn Castil – Admin Asst/Recording Secretary

Commissioners absent:

Art Gollberg

Karl Jackson

A quorum was present.

II. Corrections / Additions / Approval of Agenda

A motion was made by Commissioner Loranger and seconded by Commissioner Gould to approve the agenda as submitted. The motion was unanimously approved by a voice vote with three absent (Commissioners Gollberg, Jackson, Malouf). The motion carried.

III. Introduction of Guests/Citizens

There were none.

IV. Announcements (Meetings)

A. Regular Board Meeting

10/21/14

7:00 PM

GMRC

B. Regular Board Meeting

11/04/14

7:00 PM

GMRC

Executive Director Kathy Nowicki discussed the need to hold a Special Board Meeting on Tuesday, October 14, 2014 to adopt an Ordinance to authorize the restructuring of the bonds.

V. Correspondence

There were none.

VI. Public Comment

There were none.

VII. Unfinished / Ongoing Business

There were none.

VIII. New Business**A. 2015 Budget**

The Capital Expenditures (Fund 518, Fund 523, Special Rec. Fund and Paving and Lighting), Parks Department and Salary/Wages were reviewed. Below are some items that were discussed:

- Capital Expenditures - Fund 518
 - Walnut Wood Creek Erosion
 - Parks Development – related to existing playgrounds
 - Registration software
 - Flooring for Fitness Center
 - Bus – same bus as discussed earlier this year
- Capital Expenditures - Fund 523
 - Executive Director Kathy Nowicki reported that Staff will be asking to unrestrict \$16,000 for purchase of green covers required in 2014.
 - Rough Mower - Executive Director Kathy Nowicki commented that it might be more practical to lease required needs for Grounds operation. This item will be revisited on the 1st Budget draft.

Commissioner Malouf arrived at 6:24 p.m.

- Special Rec. Fund
 - Executive Director Kathy Nowicki commented on the Accessibility Assessment completed for the Park District. The budgeted items are related to the deficiencies.
- Paving and Lighting
- Parks
 - Executive Director Kathy Nowicki discussed the need to move Parks back to Recreation rather than keeping it in Corporate.
 - Superintendent of Facilities and Parks Dino Squiers discussed the implementation of a fertilizer/weed control program which would require additional Staff.
 - There was discussion about outsourcing Park laborers.
 - A Parks Budget for the 1st Draft with wages and comparison with contracted services will be submitted.
 - There was discussion about Park properties which do not have programming. Commissioner Malouf discussed selling those properties. Executive Director Kathy Nowicki discussed the option of making those parks sites a natural environment. She will discuss this option with the City's Natural Resources Committee.
- Salary/Wages
 - Executive Director Kathy Nowicki reported that the annual reviews were completed. Commissioner Gould requested for a copy of the review format that was used.
 - There was discussion related to the PHPD's salaries/wages being competitive to other Districts. Executive Director Kathy Nowicki commented that PHPD is within the range but will obtain an updated salary comparisons. Currently, she and Superintendent of Recreation Julie Caporusso are working on a District salary structure.
 - The Merit Ratings were reviewed.
 - The proposed salary increase of 1.5% 2%, 2.5% and 3% were reviewed. After further discussion, the Board gave Executive Director Kathy Nowicki direction to include a 1.5% salary increase in the 1st Draft of the 2015 Budget.

There was discussion about holding a Special Board Meeting on Tuesday, October 14, 2014 to adopt an Ordinance to authorize the refunding/restructuring of the bonds. It was decided that the meeting will be noticed and will start at 5 p.m.

IX. Adjournment

With no further business to discuss a motion was made by Commissioner Malouf and seconded by Commissioner Loranger to adjourn the Committee of the Whole Meeting at 7:46 p.m. The motion was unanimously approved by a voice vote with two absent (Commissioners Gollberg, Jackson). The motion carried. The meeting was adjourned.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

Secretary: 
M. Malouf, Prospect Heights Park District Secretary