

**REGULAR BOARD 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, JULY 15, 2014**

I. Call to Order

A. Roll Call

President Terry Curtis called the Regular Board Meeting of the Prospect Heights Park District to order at 7:05 p.m.

Commissioners present:

Terry Curtis
Art Gollberg (arrived at 7:06 p.m.)
Lisa Gould
Karl Jackson
Tim Jones
Bob Loranger

Also Present:

Kathy Nowicki – Executive Director
Julie Caporusso – Superintendent of Recreation
Nancy Salt – Accounting Manager
Dino Squiers – Superintendent of Facilities & Parks
Marc Heidkamp – Director of Golf Operations
James Lennon – Park District Attorney
Edlyn Castil – Admin. Asst./Recording Secretary

Commissioners absent:

Mark Malouf

A quorum was present.

B. Pledge of Allegiance - The Pledge of Allegiance was led by Terry Curtis.

II. Corrections / Additions / Approval of Agenda

A motion was made by Commissioner Jones and seconded by Commissioner Gould to approve the agenda as submitted. The motion was unanimously approved with a voice vote with one absent (Commissioner Malouf). The motion carried.

III. Correspondence

A. Metropolitan Water Reclamation District (MWRD) letter dated 6/16/14

B. Illinois Association of Park District IAPD Legislative Update 7/9/14

Executive Director Kathy Nowicki informed the Board that former Commissioner William Vannelli passed away on Saturday. A mass is scheduled on July 19 at St. James Church.

IV. Recognition/Welcome

A. Residents - There were none.

B. Guests – There were none.

C. Employee Recognition – Superintendent of Recreation Julie Caporusso recognized Keara Myatt and Maddie Pellikan. Both Staff Members have worked at Lions Pool for the last 3 years. They have finished all of their in-service hours. They are great team members and will be recognized at the All Staff Meeting on Friday.

V. Approval of Minutes

A. Regular Board Meeting – June 17, 2014

A motion was made by Commissioner Loranger and seconded by Commissioner Jones to approve the June 17, 2014 Regular Board Meeting Minutes as submitted. The motion was approved by a voice vote with one absent (Commissioner Malouf). The motion carried.

VI. Announcements (Meetings)

A. Regular Board Meeting 08/19/14 7:00 PM GMRC

VII. Park District Treasurer’s Report

A. Cash Report #7

A motion was made by Commissioner Gould and seconded by Commissioner Loranger to accept the Treasurer’s Report – Cash Report #7 dated July 15, 2014 as submitted. The motion was unanimously approved by a voice vote with one absent (Commissioner Malouf). The motion carried. See Appendix A.

B. Approval of Warrants for Payment

A motion was made by Commissioner Gould and seconded by Commissioner Loranger to accept Warrants for payment as submitted for Vendor Warrants # 6, 6A, 6B, 6C, 6D, Payroll 12, 13 and Refund #6. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Curtis, Gollberg, Gould, Jackson, Jones, Loranger

Nays: None

Absent: Commissioner Malouf

The motion carried. See Appendix B.

VIII. Accounting Manager Report

A. YTD Fund Summary – as submitted. In addition to Accounting Manager Nancy Salt’s report, she reported that the Park District has received to date about 50% of the property taxes levied. The 2013 EAV decreased 15.8% from 2012 EAV. The Park District anticipates receiving about 93% of the taxes levied which is about \$195,000 less than anticipated. Executive Director Kathy Nowicki commented on the 2015 Budget discussion including review of the Parks Department remaining in the Corporate Fund.

IX. Attorney’s Report

A. Legal Matters - Attorney Jim Lennon reported there were no other matters other than what was presented on the agenda.

X. Administrative / Operational Summary

A. Executive Director – as submitted. Executive Director Kathy Nowicki reported she received a letter from the Attorney General’s Office indicating the handicap parking stalls at the GMRC parking lot are compliant. However, the signage does not meet the technical requirement of the code. Kathy will notify contractor about moving the signs to meet the technical requirement. Kathy also reported that the final invoice for the work completed at the GMRC was received and the amount exceeds the original bid by about \$3,981 due to additional concrete that was needed.

B. Superintendent of Recreation and Parks – as submitted. Superintendent of Recreation Julie Caporusso commented that she will budget for the additional bus for next year. She discussed Camp surveys. There was also discussion about the decrease in the current month Fitness Center memberships.

C. Director of Golf Operations – as submitted. Director of Golf Marc Heidkamp reported that the turf/greens are healing. Course may need until the end of the season to fully recover. Grounds Department plans to purchase covers for the end of the season.

D. Superintendent of Greens – as submitted.

E. Administrative/Operational Updates - Executive Director Kathy Nowicki reported she has been in contact with the Cook County Real Estate office and the Highway Department regarding the McDonald Field parking lot improvement project.

XI. Public Comment

There were none.

XII. Unfinished/Ongoing Business

A. Walnut Woods Pond - Executive Director Kathy Nowicki reported the Walnut Woods Pond Homeowner Association is not moving forward with pond restoration project at this time. The Engineer has provided the Association with additional options.

B. PHPD 14 Passenger Bus - The 14 Passenger Bus will budgeted for 2015.

C. 2011-2016 Comprehensive Park Master Plan - The 2011-2016 Comprehensive Park Master Plan was reviewed during the Committee of the Whole Meeting. Continued discussion will take place at the next scheduled Committee of the Whole which will be scheduled on Tuesday, August 19, 2014 at 6 p.m.

XIII. New Business

A. Prevailing Wage Ordinance 07.15.14

A motion was made by Commissioner Jackson and seconded by Commissioner Jones to adopt Prevailing Wage Ordinance 07.15.14 as submitted. The motion was approved by a roll call vote.

Ayes: Commissioners Curtis, Gould, Jackson, Jones, Loranger

Nays: None

Abstain: Commissioner Gollberg

Absent: Commissioner Malouf

The motion carried.

XIV. Recess into Executive Session

A motion was made by Commissioner Gollberg and seconded by Commissioner Jackson to recess into Executive Session in accordance with the Open Meetings Act (5ILCS 1220/2 Section 2A Subsection C) for the purpose of discussion of litigation (Section 2(c)(11)) at 7:45 p.m. The motion was unanimously approved by a voice vote with one absent (Commissioner Malouf). The motion carried

XV. Reconvene to Open Session

Open session reconvened at 8:36 p.m. During Executive Session litigation was discussed.

XVI. Possible Action on Matters Discussed in Executive Session

Park District Attorney Lennon was given direction to write a letter with regards to what was discussed during Executive Session.

XVI. Closing Comments

Commissioner Loranger inquired about the overall outcome of the annual Block Party.

XVII. Adjournment

With no further business to discuss a motion was made by Commissioner Loranger and seconded by Commissioner Jackson to adjourn the Regular Board Meeting at 8:37 p.m. The motion was unanimously approved by a voice with one absent (Commissioner Malouf). The motion carried.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

Secretary: 
M. Malouf, Prospect Heights Park District Secretary