

**FINANCE COMMITTEE 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 6, 2015**

I. Call to Order

A. Roll Call

Commissioner Vicki Carney called the Finance Committee Meeting of the Prospect Heights Park District to order at 7:00 p.m.

Commissioners present:

Vicki Carney

Lisa Gould

Bob Loranger

Tim Jones

Also Present:

Kathy Nowicki – Executive Director

Julie Caporusso – Superintendent of Recreation

Dino Squiers – Superintendent of Facilities & Parks

Marc Heidkamp – Director of Golf

Scott Devlin – Business Manager

Edlyn Castil – Admin. Asst./Recording Secretary

Commissioners absent:

Terry Curtis

Karl Jackson

Mark Malouf

A quorum was present.

II. Corrections / Additions / Approval of Agenda

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

III. Introduction of Guests/Citizens

There were none.

IV. Announcements (Meetings)

There was discussion about cancelling the 10/20/15 Committee of the Whole Meeting and holding the 10/20/15 Regular Board Meeting at 7 p.m. at GMRC.

A. Special Board Meeting 10/14/15 6:30 p.m. GMRC

B. Regular Board Meeting 10/20/15 7:00 p.m. GMRC

V. Correspondence

Executive Director Kathy Nowicki discussed the correspondence from PHWYBS related to the invoice for the ball field lights lift rental/repair of lighting connectivity and light bulbs. PHWYBS was asking for consideration from the Park District to absorb the cost of the bulbs. There was discussion and by consensus, the Board agreed to pay the cost of the cost of the light bulbs.

VI. Public Comment

There were none.

VII. Unfinished/Ongoing Business

There were none.

VIII. New Business**A. PHPD 2016 Budget – Capital Expenditures**

The Capital Expenditures - Fund 518 and Fund 523 were reviewed. Below are some items that were discussed:

- Capital Expenditures - Fund 518
 - Kathy Nowicki is previewing a reporting software and will have more information at the next Finance Committee Meeting
 - Dino Squiers commented that one of his main focuses is with the mechanical/keeping GMRC running (rear HVAC). The future plans for the Park District facilities are unknown at this time.
 - Commissioner Gould would like to see the projects listed by priority.
 - Commissioner Jones suggested that Parks Development be broken out by project and park name.
 - Commissioner Gould inquired about the Bus. Julie Caporusso will report on this item in October's Regular Board Meeting.
 - GMRC Scoreboard expenditure is the scoreboard in the gym.
- Capital Expenditures - Fund 523
 - Marc Heidkamp included in the proposed 2016 Budget three Grounds utility vehicles, a Driving Range work tractor and a Grounds economy pick-up truck.
- Marc Heidkamp provided an update about the Practice Green. The project went over budget however St. Viator agreed to pay an additional \$3,000 for the project. The Practice Green will be open in the Spring of 2016.
- Kathy Nowicki provided summary of (1%, 2% and 3%) 2016 Salary Increases.
- Kathy commented as discussed in November 2014, that the Park District will only be offering HMO in 2016 to the benefit eligible employees. She will include the estimated 2016 Medical cost in her October 2016 Board Report.
- Kathy will provide at the October Board Meeting a summary of the Park District's costs should the minimum wage be increased to \$10.
- Commissioner Gould asked if annual reviews were completed. Kathy will provide a summary at the next Board Meeting.
- Commissioner Gould asked for the Personnel Committee to work with Kathy with the pay structure. The Personnel Committee is to give their recommendation to the Board at the November 13th Board Meeting.
- Commissioner Jones discussed budgeting in 2016 for Professional Services for a plan designer related to the facilities redevelopment. Kathy will look into the cost for this type of service.

XVII. Adjournment

With no further business to discuss a motion was made by Commissioner Loranger and seconded by Commissioner Carney to adjourn the Finance Committee Meeting at 8:21 p.m. The motion was unanimously approved with a voice vote with three absent (Commissioners Curtis, Jackson, Malouf). The motion carried.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

Secretary: _____
M. Malouf, Prospect Heights Park District Secretary