

**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, MAY 19, 2015**

I. Call to Order

A. Roll Call

President Terry Curtis called the Regular Board Meeting of the Prospect Heights Park District to order at 7:07 p.m.

Commissioners present:

Terry Curtis
Lisa Gould
Karl Jackson
Bob Loranger
Mark Malouf

Also Present:

Kathy Nowicki – Executive Director
Julie Caporusso – Superintendent of Recreation
Dino Squiers – Superintendent of Facilities & Parks
Marc Heidkamp – Director of Golf
Scott Devlin – Accounting Manager
Laura Fudala, Supervisor of Recreation
James Lennon – Park District Attorney
Edlyn Castil – Admin. Asst./Recording Secretary

Commissioners absent:

Art Gollberg
Tim Jones

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

III. Recognition/Welcome

A. Residents – Jack Halpin, Head Golf Coach of St Viator and Resident Vicki Carney were in attendance.

B. Recognition – Supervisor of Recreation Laura Fudala recognized Preschool Teacher Alice Janczak for her 19 years of service with the Park District. Alice retired last week.

IV. Correspondence

A. Jeff Ellis & Associates letter received April 24, 2015

B. Cook County Official Certificate of Results dated 4/28/15 (April 7, 2015 Consolidated Election)

A motion was made by Commissioner Gould and seconded by Commissioner Malouf to accept the Cook County Official Certificate of Results of the April 7, 2015 Consolidated Election. The motion was unanimously approved with a voice vote with two absent (Commissioners Gollberg, Jones). The motion carried.

C. James K. Lennon, P.C. letter dated May 5, 2015 – There was discussion regarding this item. Executive Director Kathy Nowicki was directed to obtain comparisons of Attorney's fees from surrounding Park Districts and provide the Board with the last 1-2 years attorney billing history.

V. Approval of Minutes

A. Committee of the Whole – April 14, 2015

A motion was made by Commissioner Gould and seconded by Commissioner Loranger to approve the April 14, 2015 Committee of the Whole Meeting Minutes as submitted. The motion was approved with a voice vote with one abstain (Commissioner Malouf) and two absent (Commissioners Gollberg, Jones). The motion carried.

B. Regular Board Meeting – April 21, 2015

A motion was made by Commissioner Loranger and seconded by Commissioner Jackson to approve the April 21, 2015 Regular Board Meeting Minutes as submitted. The motion was approved with a voice vote with one abstain (Commissioner Malouf) and two absent (Commissioners Gollberg, Jones). The motion carried.

VI. Announcements (Meetings)

A. Committee of the Whole Meeting	06/09/15	7:00 PM	GMRC
B. Regular Board Meeting	06/16/15	7:00 PM	GMRC

VII. April 2015 Elected Commissioners Oath of Office (V. Carney, T. Curtis, L. Gould, B. Loranger)

Park Attorney Jim Lennon administered Oath of Office for Vicki Carney, Terry Curtis, Lisa Gould and Bob Loranger.

VIII. Public Comment

There were none.

IX. Park District Treasurer’s Report

A. Cash Report #5

A motion was made by Commissioner Gould and seconded by Commissioner Jackson to accept the Treasurer’s Report – Cash Report #5 dated May 19, 2015 as submitted. The motion was unanimously approved with a voice vote with one absent (Commissioner Jones). 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 # 4, 4A, 4B, 4C, 4D, 4E, Payroll 7, 8 and Refund #4. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Carney, Curtis, Gould, Jackson, Loranger, Malouf

Nays: None

Absent: Commissioner Jones

The motion carried. See Appendix B.

X. Business Manager Report

YTD Fund Summary – as submitted.

XI. Attorney’s Report

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

XII. Administrative / Operational Summary

A. Executive Director – as submitted. Executive Director Kathy Nowicki reported Pastor Bradshaw of Prospect Christian Church stated he is optimistic for the church Elders to make a decision this month regarding Tully Park. Kathy commented on the promotional material from IAPD “Enrich the Lives of Illinois Residents” and the Park District flyer promoting the Lunch at the Park Food Truck Event scheduled on June 2nd. There was discussion about what date to hold the Parks Tour. It was decided to schedule the Parks Tour on Monday, June 29 at 4pm. Commissioner Curtis commented about the information they received about voting for Grace (a school-age resident of the community who is competing to win a specialized vehicle to assist with her transportation needs). Commissioner Curtis also discussed the upcoming IAPD Boot Camp and strongly encouraged all Commissioners to attend.

B. Superintendent of Recreation – as submitted. Superintendent of Recreation Julie Caporusso commented that she and her Recreation Supervisors have been brainstorming on how to increase the Fitness Center membership. Commissioner Curtis discussed increasing the Fitness Center membership/facility use without increasing the cost to the Park District. Julie informed the Board that 33 lifeguards have been hired for the summer season (15 of those hired are returning lifeguards) with opening day on June 5th. There was discussion about sending a “Thank You” letter from the Board to the family who donated an elliptical machine to the Park District.

F. Administrative/Operational Updates – Creative Kids Preschool Departmental Summary. Supervisor of Recreation Laura Fudala provided an overview of the Creative Kids Preschool program. The Park District will be offering an extended Preschool over the summer - “Summertime Preschool”.

Supervisor of Recreation Laura Fudala departed at 7:42 p.m.

C. Superintendent of Facilities and Parks – as submitted. Superintendent of Facilities and Parks Dino Squiers commented that the whirlpool project is moving along. Dino also provided an update of the condition of the ball fields.

D. Director of Golf Operations – as submitted. Director of Golf Marc Heidkamp reported that Grounds will be receiving the new lawn mower on Wednesday, May 20th. There was discussion about how the signage that was placed around the golf course during the winter regarding no cross country skiing helped the condition of the golf course.

E. Superintendent of Greens – as submitted.

XIII. Unfinished/Ongoing Business**A. DePaul University Summer Film Production**

Park Attorney Jim Lennon reviewed the Location Use Agreement. There was discussion about the Park District being named as an additional insured on the Insurance Policy.

A motion was made by Commissioner Jackson and seconded by Commissioner Gould to approve the Location Use Agreement with DePaul University. The motion was unanimously approved with a voice vote with one absent (Commissioner Jones). The motion carried.

B. PHPD Ordinance Code Revised 04.17.12 Updates

Executive Director Kathy Nowicki reviewed the three recommended additions to Prospect Heights Park District Amended and Restated Ordinance No. 09.14.04:

- 1) Add Section 44 – Plants, Shrubs or Trees
- 2) Add Section 45 – Camera/Video Recording
- 3) Add Section 46 – Aircraft/Model Aircraft

XIII. Unfinished/Ongoing Business (continued)

A motion was made by Commissioner Loranger and seconded by Commissioner Jackson to accept revised Ordinance No. 09.14.04 a submitted. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Carney, Curtis, Gould, Jackson, Loranger, Malouf
Nays: None
Absent: Commissioner Jones
The motion carried.

XIV. New Business**A. OOCC Short Game Practice Area**

There was discussion regarding the proposed contract with St. Viator High School for the development of a short game practice area at OOCC. Park Attorney Jim Lennon reviewed the contract. There was discussion about adding a default provision to the contract.

A motion was made by Commissioner Malouf and seconded by Commissioner Jackson to approve the Contract with St. Viator High School for the development of a short game practice area at OOCC, with the addition of a default provision. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Carney, Curtis, Gould, Jackson, Loranger, Malouf
Nays: None
Absent: Commissioner Jones
The motion carried.

Commissioner Jackson departed at 8:17 p.m.

B. 2015 Security Requirements – OOCC Clubhouse Banquet Functions

Park Attorney Jim Lennon will address Board discussion related to Midori correspondence received May 12, 2015 in a letter to Banquet Manager Bonnie Ma.

C. Digital Golf Course Technologies Placement Agreement

Director of Golf Marc Heidkamp provided an overview of the “Hole in One Contest” designed by Digital Golf Technologies and reviewed the proposed agreement.

A motion was made by Commissioner Malouf and seconded by Commissioner Loranger to approve the Digital Golf Technologies Agreement subject to the Park Attorney’s review and approval. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Carney, Curtis, Gould, Loranger, Malouf
Nays: None
Absent: Commissioners Jackson, Jones
The motion carried.

XV. Recess into Executive Session

There was none.

XVI. Reconvene to Open Session

There was none.

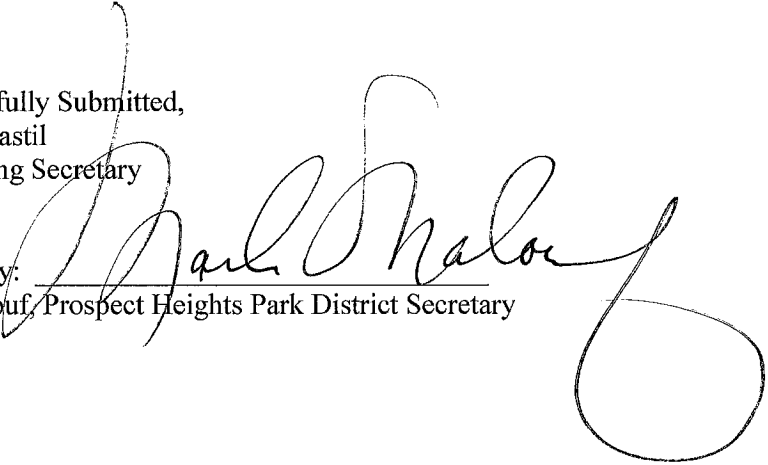
XVII. Possible Action on Matters Discussed in Executive Session

There was none.

XVIII. Adjournment

With no further business to discuss a motion was made by Commissioner Malouf and seconded by Commissioner Curtis to adjourn the Regular Board Meeting at 8:42 p.m. The motion was unanimously approved by a voice vote with two absent (Commissioners Jackson, Jones). The motion carried.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

Secretary: 
M. Malouf, Prospect Heights Park District Secretary