

**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, AUGUST 18, 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 7:01 p.m.

Commissioners present:

Vicki Carney

Terry Curtis

Lisa Gould

Karl Jackson

Bob Loranger

Mark Malouf

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 – Accounting Manager

Edlyn Castil – Admin. Asst./Recording Secretary

Commissioners absent:

None

A quorum was present.

B. Pledge of Allegiance

The Pledge of Allegiance was led by Lisa Gould.

II. Corrections / Additions / Approval of Agenda

A motion was made by Commissioner Curtis and seconded by Commissioner Jones to approve the agenda as submitted. The motion was unanimously approved with a voice vote. The motion carried.

III. Recognition/Welcome

A. Residents – Residents Grace and Will Wagner were in attendance.

B. Recognition – Superintendent of Recreation Julie Caporusso recognized the Jr. Explorers Camp Counselors Pam Alimissis, Tia Lindholm and Jessica Glinski. They were amazingly creative and energetic. There were many Camp Counselor compliments made by the parents of the Campers. The Counselors will be recognized at the next All Staff Meeting.

IV. Correspondence

A. State of Illinois Office of Comptroller letter dated July 21, 2015

B. IAPD Legislative Update August 7, 2015

C. Notice Plan/Zoning Board of Appeals Public Hearing received August 12, 2015

Commissioner Curtis inquired about the exact property related to this hearing.

V. Approval of Minutes

A motion was made by Commissioner Curtis and seconded by Commissioner Loranger to approve the July 21, 2015 Regular Board Meeting Minutes as submitted. The motion was unanimously approved with a voice vote. The motion carried.

VI. Announcements (Meetings)**A. Regular Board Meeting** **09/15/15** **7:00 PM** **GMRC**

Commissioner Loranger asked whether or not there would be a future meeting held at OCCC. Executive Director Kathy Nowicki will look into room availability to hold a meeting at OCCC and report back to the Board.

VII. Public Comment

Resident Will Wagner commented about the residential property adjacent to the Park District's Administrative Building. Should the Park District ever consider acquiring that property, he and his wife would not be in favor of the acquisition.

VIII. Park District Treasurer's Report**A. Cash Report #8**

A motion was made by Commissioner Carney and seconded by Commissioner Jones to accept the Treasurer's Report – Cash Report #8 dated August 18, 2015 as submitted. The motion was unanimously approved with a voice vote. The motion carried. See Appendix A.

B. Approval of Warrants for Payment

A motion was made by Commissioner Carney and seconded by Commissioner Loranger to accept Warrants for payment as submitted for Vendor Warrants # 7, 7A, 7B, 7C, 7D, 7E, Payroll 14, 15 and Refund #7. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: None

The motion carried. See Appendix B.

IX. Business Manager Report

YTD Fund Summary – as submitted. Business Manager Scott Devlin explained that the Fund Sheet has been updated through the month of July. He also reported that Staff will be starting the Budget process next week.

X. Attorney's Report

A. Legal Matters – None reported.

XI. Administrative / Operational Summary

A. Executive Director – as submitted. In addition to Executive Director Kathy Nowicki's report she informed the Board that the Prospect Heights Public Library District is hosting an "Invitation to Coffee" at the library on Thursday, August 20th at 7 p.m. and will be discussing the proposed auxiliary parking lot. Kathy also informed the Board that Pastor Bradshaw of the Prospect Christian Church contacted her and informed her there was a unanimous vote in favor of acceptance of the Tully property adjacent to the church property. The church's attorney will be contacting Park Attorney Jim Lennon.

B. Superintendent of Recreation – as submitted. Superintendent of Recreation Julie Caporusso reported that the Park District in conjunction with the City of Prospect Heights held their second free movie night last Friday and there were over 65 people in attendance. Commissioner Curtis discussed the length of the pool season. There was discussion about looking into options for next year to keep the pool open an additional week and what impact that would have with staffing and financially.

C. Superintendent of Facilities and Parks – as submitted. Superintendent of Facilities and Parks Dino Squiers reported three engineers came out to look at the tennis courts. He recommends considering the two engineers who would not require placing a rig on the tennis

XI. Administrative / Operational Summary (continued)

courts. Additional discussion will take place later in the meeting as this is an agenda item. The whirlpool project is ongoing.

D. Director of Golf Operations – as submitted. Director of Golf Marc Heidkamp reported OCCC Jr. PGA League advanced to Regionals. He is very proud of the league for all their accomplishments this season. He also reported that due to the microburst yesterday, OCCC and Grounds Staff were busy cleaning up tree debris on the course today in preparation for the NWSRA Outing scheduled tomorrow.

E. Superintendent of Greens – as submitted.

F. Administrative/Operational Updates – There were none. Aquatics and Camp updates will be included in next month's report.

XII. Unfinished/Ongoing Business

A. Facilities Review/Development – This item was discussed during the 08/18/15 Committee of the Whole Meeting. There will be continued discussion at the next scheduled Committee of the Whole Meeting on 09/15/15.

B. Lions Park Tennis Courts – There was discussion about the three bids received to sample soil under the tennis courts. Six borings would be done and samples would be examined by laboratory personnel. The lowest bid would require removal of the fence that is not included in the price quoted and would need to place rig on the tennis courts. The other two bids received would use portable drilling units.

A motion was made by Commissioner Jackson and seconded by Commissioner Curtis to proceed with the borings and to accept the bid from one of the engineering firms that proposed to use a portable unit. The motion was unanimously approved with a voice vote. The motion carried.

XIII. New Business**A. NWSRA Assessment Resolution 08.18.15**

Executive Director discussed the two scenarios related to NWSRA Member Assessment calculation – Property Taxes frozen and if the Property Taxes are not frozen, provided by NWSRA summarizing 2016 Member District Assessment.

A motion was made by Commissioner Curtis and seconded by Commissioner Loranger to adopt both NWSRA Assessment Resolutions 08.18.15 and the Resolution that will be used is subject to the outcome of the State of Illinois property tax decision. The motion was approved by a roll call vote.

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

Nays: Commissioner Malouf

Absent: None

The motion carried.

B. Line of Credit Authorization Resolution 08.18.15A

A motion was made by Commissioner Jackson and seconded by Commissioner Malouf to adopt Line of Credit Authorization Resolution 08.18.15A. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: None

The motion carried.

C. 2016 Budget Timeline – This is an informational item. The timeline was reviewed by the Finance Committee and was included in this month's Board Packet.

XIII. New Business (continued)**D. IAPD Professional Services Agreement**

A motion was made by Commissioner Gould and seconded by Commissioner Loranger to accept IAPD Professional Services Agreement as submitted. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: None

The motion carried.

E. PHPD 50th Anniversary

Executive Director Kathy Nowicki discussed the Park District's upcoming 50th Anniversary celebration in 2016. The Staff is planning to celebrate with different events every month. Staff is currently working on a budget. There were several ideas shared by the Board related to this item. There will be ongoing discussion with this item.

XIV. Recess into Executive Session

A motion was made by Commissioner Gould and seconded by Commissioner Carney 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 personnel (Section 2(c)(1)) at 7:56 p.m. . The motion was unanimously approved with a voice vote.

XV. Reconvene to Open Session

Open session reconvened at 8:30 p.m. During Executive Session personnel was discussed.

XVI. Possible Action on Matters Discussed in Executive Session

Salary and benefit compensation were discussed.

XVII. Adjournment

With no further business to discuss a motion was made by Commissioner Curtis and seconded by Commissioner Loranger to adjourn the Regular Board Meeting at 8:36 p.m. The motion was unanimously approved by a voice vote. The motion carried.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

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