

**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 19, 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 7:07 p.m.

Commissioners present:

Terry Curtis  
Art Gollberg  
Lisa Gould  
Karl Jackson  
Tim Jones  
Bob Loranger  
Mark Malouf

Also Present:

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

Commissioners absent:

None

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 Loranger and seconded by Commissioner Gollberg to approve the agenda as submitted. The motion was unanimously approved with a voice vote. The motion carried.

**III. Correspondence**

**A. Illinois Association of Park District IAPD email dated July 23, 2014**

**B. Speer Financial, Inc. letter dated July 29, 2014**

**C. PDRMA Health in Action newsletter July 2014**

**IV. Recognition/Welcome**

**A. Residents - Tom Musolf.**

**B. Employee Recognition – Matt Leff, Ashley Arvidson and Eric Wingard**

Director of Golf Operations Marc Heidkamp recognized Eric Wingard (who was present at the meeting). Eric has been with the OCCC golf program since he was about 10 years old. Marc stated that he is very proud of Eric and that Eric has done a wonderful job as a seasonal employee at OCCC.

**C. Guests – Dave Phillips, Speer Financial, Inc.**

**V. Approval of Minutes**

**A. Committee of the Whole Meeting – July 15, 2014**

A motion was made by Commissioner Jackson and seconded by Commissioner Jones to approve the July 15, 2014 Committee of the Whole Meeting Minutes as submitted. The motion was approved by a voice vote with one abstain (Commissioners Malouf). The motion carried.

V. Approval of Minutes (continued)**B. Regular Board Meeting – July 15, 2014**

A motion was made by Commissioner Jackson and seconded by Commissioner Gollberg to approve the July 15, 2014 Regular Board Meeting Minutes as submitted. The motion was approved by a voice vote with one abstain (Commissioners Malouf). The motion carried.

VI. Announcements (Meetings)

**A. Regular Board Meeting**                      09/16/14                      7:00 PM                      GMRC

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

A motion was made by Commissioner Gould and seconded by Commissioner Jackson to accept the Treasurer's Report – Cash Report #8 dated August 19, 2014 as submitted. The motion was unanimously approved by a voice vote. The motion carried. See Appendix A.

**B. Approval of Warrants for Payment**

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

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

Nays:                      None

Absent:                      None

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 that the Park District has received to date about 67% of the real estate taxes.

IX. Attorney's Report

**A. Legal Matters** - Attorney Jim Lennon reported the Park District and Midori received a citation related to a safety violation. Commissioner Malouf requested for more clarification regarding the reason for receiving the safety violation. Due to numerous noise complaints to the Village of Mount Prospect from a neighboring resident(s), an attempt was made to help mitigate the sound and a foam like material was placed to act as a sound barrier. One of the exit doors was blocked and the Village assessed a citation to the Operator and Owner. The material was removed however a fine of \$1,250 was assessed to each the Park District and Bara Inc. for a total of \$2,500.

X. Administrative / Operational Summary

**A. Executive Director** – as submitted. Executive Director Kathy Nowicki reported that Engineering Consultant Mark Toberman was present at the meeting. Mark was instrumental in the last project related to the ADA compliance issue with the GMRC parking lot.

**B. Superintendent of Recreation and Parks** – as submitted.

- Commissioner Loranger inquired about the total profit/loss with the Pool. Accounting Manager Nancy Salt answered that the final numbers will be available towards the end of August. Superintendent of Recreation Julie Caporusso commented that Georges Eber and the lifeguards did a wonderful job this season.

- Executive Director Kathy Nowicki commented that National Night Out, joint venture with the Park District, Prospect Heights Fire District and Prospect Heights Police Department, was held at Gary Morava. The Park District used the 15-passenger van to transport residents from the east side to the event. The event was well attended and well received.

**X. Administrative / Operational Summary (continued)**

- Commissioner Malouf commented about the Preschool classes being full and inquired about adding another class. Julie reported that there isn't any available space to accommodate another class.

- A comment was made related to low athletic registrations. Julie commented on contractual program minimums. Athletic program offering will be revisited.

**C. Director of Golf Operations** – as submitted. Director of Golf Marc Heidkamp complemented Jerry and the Grounds Staff for a wonderful job of bringing the golf course to the state it is in. Commissioner Malouf suggested getting bids for the remaining tree removal that staff is unable to remove themselves.

**D. Superintendent of Greens** – as submitted.

**E. Administrative/Operational Updates**

- **Fund 601 Bond and Interest** – Dave Phillips of Speer Financial Inc provided an overview of their services. He provided the Board with options related to refunding/restructuring the Series 2005 Alternative Bonds – staying within the footprint or looking at different models or reducing amount of annual payments and extending the term. Commissioner Curtis referred this issue to the Finance Committee to review and provide a recommendation to the Board.
- **2015 Budget Timeline** – The 2015 Budget Timeline was presented to the Board. Commissioners Gould and Malouf are requiring all employee reviews to be completed prior to discussing salaries/wages at the October 7<sup>th</sup> Committee of the Whole meeting.

**XI. Public Comment**

There were none.

**XII. Unfinished/Ongoing Business**

**A. Walnut Woods Pond** - The Walnut Woods Pond Homeowner Association contacted Engineer Mark Toberman. Mark provided an overview to the Board however he has not heard back from the Association with an update of their plans.

**B. 2011-2016 Comprehensive Park Master Plan** - The 2011-2016 Comprehensive Park Master Plan was reviewed during the Committee of the Whole Meeting.

**XIII. New Business****A. NWSRA Assessment Resolution 08.19.14**

A motion was made by Commissioner Gollberg and seconded by Commissioner Jackson to adopt NWSRA Assessment Resolution 08.19.14 as submitted. The motion was approved by a roll call vote.

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

Nays: None

Abstain: Commissioner Malouf

Absent: None

The motion carried.

**B. Line of Credit Authorization Resolution 08.19.14A**

A motion was made by Commissioner Malouf and seconded by Commissioner Gould to adopt Line of Credit Authorization Resolution 08.19.14A as submitted. The motion was approved by a roll call vote.

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

Nays: None

Absent: None

The motion carried.

**XIII. New Business (continued)**

**C. McDonald Field Parking Lot Improvement Project**

There were a total of six bids received for the McDonald Field Parking Lot project. The lowest total bid was received from Allstar Asphalt in the amount of \$90,090.00. Staff is recommending accepting the bid from Allstar Asphalt. Engineer Mark Toberman discussed the project alternates. There was discussion on whether or not the Board had to accept the contractor with lowest total bid or the contractor with the lowest base bid. Attorney Lennon clarified that if it were based on the base bid then the alternates can be rebid or it has to be based on the lowest total bid.

A motion was made by Commissioner Jackson and seconded by Commissioner Malouf to accept the lowest base bid of \$84,900.00 from Chicagoland Paving with a \$5,000.00 contingency for alternates. A roll call vote was taken.

- Ayes: Commissioners Jackson, Malouf
- Nays: Commissioners Curtis, Gollberg, Gould, Jones, Loranger
- Absent: None

The motion failed.

A motion was made by Commissioner Gollberg and seconded by Commissioner Malouf to accept the lowest base bid of \$84,900.00 from Chicagoland Paving. A roll call vote was taken.

- Ayes: Commissioners Gollberg, Malouf
- Nays: Commissioners Curtis, Gould, Jackson, Jones, Loranger
- Absent: None

The motion failed.

A motion was made by Commissioner Loranger and seconded by Commissioner Gould to accept the base bid of \$85,455.00 and alternates of \$4,635.00 for a total bid of \$90,090.00 from Allstar Asphalt. The motion was approved by a roll call vote.

- Ayes: Commissioners Curtis, Gollberg, Gould, Jones, Jackson, Loranger
- Nays: Commissioner Malouf
- Absent: None

The motion carried.

*Commissioner Gould departed at 8:58 p.m.*

**D. School Street Park Lease**

A motion was made by Commissioner Jackson and seconded by Commissioner Jones to adopt the School Street Park Lease Resolution as submitted. The motion was approved by a roll call vote.

- Ayes: Commissioners Curtis, Gollberg, Jones, Loranger, Jackson, Malouf
- Nays: None
- Absent: Commissioner Gould

The motion carried.

*Commissioner Gould returned at 9:01 p.m.*

**E. Municipal Advisor, Financial Services Agreement**

A motion was made by Commissioner Jones and seconded by Commissioner Loranger to accept the Municipal Advisor, Financial Services Agreement as submitted. The motion was approved by a roll call vote.

- Ayes: Commissioners Curtis, Gollberg, Gould, Jackson, Jones, Loranger, Malouf
- Nays: None
- Absent: None

The motion carried.

XIV. Recess into Executive Session

There was none.

XV. Reconvene to Open Session

There was none.

XVI. Possible Action on Matters Discussed in Executive Session

There was none.

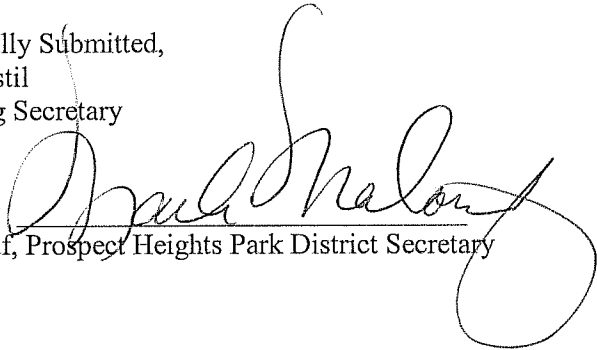
XVI. Closing Comments

Commissioner Gollberg commented about giving all residents total respect.

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 9:05 p.m. The motion was unanimously approved by a voice. The motion carried.

Respectfully Submitted,  
Edlyn Castil  
Recording Secretary

Secretary:   
M. Malouf, Prospect Heights Park District Secretary