

**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, NOVEMBER 19, 2013**

I. Call to Order

A. Roll Call

President Terry Curtis called the Regular Board Meeting of the Prospect Heights Park District to order at 7:25 p.m.

Commissioners present:

Terry Curtis
Lisa Gould
Tim Jones
Bob Loranger
Mark Malouf (arrived at 7:27 p.m.)

Also Present:

Kathy Nowicki – Executive Director
Dave Figgins – Superintendent of Recreation
Marc Heidkamp – Director of Golf
Annette Curtis – Business Manager
James Lennon – Park District Attorney
Edlyn Castil – Admin. Asst./Recording Secretary

Commissioners absent:

Art Gollberg
Karl Jackson

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

III. Correspondence

A. City of Prospect Heights letter received October 16, 2013

B. Speer Financial, Inc. letter dated October 30, 2013

C. Government Finance Officers Association letter received November 14, 2013

Executive Director Kathy Nowicki highlighted the letter received from GFOA. She also brought to the Board's attention the City of Prospect Heights New Comprehensive Plan meeting set for December 4th at MacArthur Middle School.

IV. Recognition/Welcome

A. Residents - Dennis Hradeky was in attendance.

B. Guest – Dave Phillips, Speer Financial, Inc.

C. Employee Recognition – Director of Golf Marc Heidkamp recognized the OOCG Grounds Crew. The OOCG Grounds Crew did a fabulous job of removing 70 ash bore trees.

V. Announcements (Meetings)

A. Committee of the Whole	12/17/13	6:30 PM	GMRC
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B. Regular Board Meeting	12/17/13	7:00 PM	GMRC
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VI. Public Comment

There was none.

VII. Approval of Minutes**A. Regular Board Meeting – October 15, 2013**

A motion was made by Commissioner Malouf and seconded by Commissioner Loranger to approve the October 15, 2013 Regular Board Meeting Minutes as submitted. The motion was unanimously approved by a voice vote with two absent (Commissioners Gollberg and Jackson). The motion carried.

B. Committee of the Whole – November 5, 2013

A motion was made by Commissioner Malouf and seconded by Commissioner Jones to approve the November 5, 2013 Committee of the Whole Meeting Minutes as submitted. The motion was unanimously approved by a voice vote with two absent (Commissioners Gollberg and Jackson). The motion carried.

VIII. Park District Treasurer's Report**A. Cash Report #11**

A motion was made by Commissioner Gould and seconded by Commissioner Malouf to accept the Treasurer's Report – Cash Report #11 dated November 19, 2013 as submitted. The motion was unanimously approved by a voice vote with two absent (Commissioners Gollberg and Jackson). 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 # 10, 10A, 10B, 10C, 10D, 10E, Payroll 20, 21 and Refund #10. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioners Gollberg and Jackson

The motion carried. See Appendix B.

IX. Business Manager Report**A. YTD Fund Summary – as submitted****X. Attorney's Report**

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

XI. Administrative / Operational Summary

A. Executive Director – as submitted. Executive Director Kathy Nowicki highlighted Business Manager Annette Curtis' receiving the IAPD's Professional of the Year Award for the A&F Section of the IAPD Newsletter. Kathy reported that she and Commissioner Loranger went on a Park's Tour last Wednesday.

B. Superintendent of Recreation and Parks – as submitted. Superintendent of Recreation Dave Figgins reported that he has contacted the Attorney General's office for an update regarding the letter received about the accessibility of the parking lot. He was informed that it is still under review. They will reply within 30-45 days. Dave also reported PHPD received an Excellent rating on the 2013 PDRMA Loss Control Review.

Commissioner Gould discussed an incident reported in Superintendent of Facilities & Parks Dino Squiers' report related to vandalism at Jaycee Park.

Commissioner Malouf requested for Dave to include the 2014 ADA Plan Summary in his next Board Report.

C. Director of Golf Operations – as submitted.

D. Superintendent of Greens – as submitted.

E. Administrative/Operational Updates – There were none.

XII. Unfinished / Ongoing Business

A. Board Policy Manual – Commissioners Curtis reported this item is still ongoing. She hopes to have a proposed final draft of the Policy for the December Regular Board Meeting for approval by the Board.

XIII. New Business

A. PHPD Investment Policy – Executive Director Kathy Nowicki commented that changes in the policy were highlighted in red.

A motion was made by Commissioner Malouf and seconded by Commissioner Gould to amend the PHPD Investment Policy to include the changes as highlighted. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioners Gollberg and Jackson

The motion carried.

B. Proposed Tax Levy for the Year 2014, Resolution 11.19.13

A motion was made by Commissioner Jones and seconded by Commissioner Loranger to adopt Resolution 11.19.13 Tax Levy for the Year 2014 as submitted. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioners Gollberg and Jackson

The motion carried.

C. General Obligation Limited Tax Park Bonds Series 2013

- A motion was made by Commissioner Loranger and seconded by Commissioner Malouf to accept low bid from Mount Prospect State Bank. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioners Gollberg and Jackson

The motion carried.

- A motion was made by Commissioner Gould and seconded by Commissioner Loranger to adopt Bond Ordinance 11.19.13 in the amount of \$553,575. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioners Gollberg and Jackson

The motion carried.

XIV. Adjournment

With no further business to discuss a motion was made by Commissioner Malouf and seconded by Commissioner Gould to adjourn the Regular Board Meeting at 8:09 p.m. The motion was unanimously approved by a voice vote with two absent (Commissioners Gollberg and Jackson). The motion carried.

Respectfully Submitted,
Edlyn Castil, Recording Secretary

Secretary:
M. Malouf, Prospect Heights Park District Secretary

