

**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, OCTOBER 20, 2015**

I. Call to Order

A. Roll Call

President Lisa Gould called the Regular Board Meeting of the Prospect Heights Park District to order at 7:00 p.m.

Commissioners present:

Vicki Carney
Terry Curtis
Lisa Gould
Karl Jackson
Tim Jones

Also Present:

Kathy Nowicki – Executive Director
Dino Squiers – Superintendent of Facilities & Parks
Scott Devlin – Business Manager
Laura Fudala – Supervisor of Recreation
Georges Eber – Supervisor of Athletics/Pool Manager
Jim Lennon – Park Attorney
Edlyn Castil – Admin. Asst./Recording Secretary

Commissioners absent:

Bob Loranger
Mark Malouf

A quorum was present.

B. Pledge of Allegiance

The Pledge of Allegiance was led by Lisa Gould.

II. Corrections / Additions / Approval of Agenda

There was discussion about amending the Agenda to include Executive Session for the purpose of Personnel.

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

III. Recognition/Welcome

A. Residents – There were none.

B. Recognition – Executive Director Kathy Nowicki recognized Superintendent of Facilities & Parks Dino Squiers. Dino is a team player with outstanding work ethics, mechanical abilities and communication skills. Dino will be recognized at the next All Staff Meeting.

IV. Correspondence

A. Prospect Heights Police Department letter dates October 7, 2015

B. IAPD Credentials Certificate letter dated October 8, 2015

C. Speer Financial, Inc. letter dated October 13, 2015

In addition, Executive Director Kathy Nowicki circulated two thank you cards that were received.

V. Approval of Minutes

A motion was made by Commissioner Jones and seconded by Commissioner Carney to approve the September 15, 2015 Committee of the Whole, September 15, 2015 Regular Board Meeting Minutes and October 6, 2015 Finance Committee Meeting Minutes as submitted as submitted. The motion was approved with a voice vote with one abstain (Commissioner Jackson) and two absent (Commissioners Loranger, Malouf). The motion carried.

VI. Announcements (Meetings)

A. Special Board Meeting	10/29/15	6:00 P.M.	GMRC
B. Special Board Meeting	10/31/15	8:30 AM	GMRC
C. Special Board Meeting	11/02/15	6:00 P.M.	GMRC
D. Finance Committee Meeting	11/03/15	7:00 PM	GMRC
E. Finance Committee Meeting	11/17/15	6:30 P.M.	GMRC
F. Regular Board Meeting	11/17/15	7:00 PM	GMRC

VII. Public Comment

There were none.

VIII. Park District Treasurer's Report**A. Cash Report #10**

A motion was made by Commissioner Carney and seconded by Commissioner Jones to accept the Treasurer's Report – Cash Report #10 dated October 20, 2015 as submitted. The motion was unanimously approved with a voice vote with two absent (Commissioners Loranger, Malouf). The motion carried. See Appendix A.

B. Approval of Warrants for Payment

A motion was made by Commissioner Carney and seconded by Commissioner Jackson to accept Warrants for payment as submitted for Vendor Warrants # 9, 9A, 9B, 9C, Payroll 18, 19 and Refund #9. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioners Loranger, Malouf

The motion carried. See Appendix B.

IX. Business Manager Report

YTD Fund Summary – as submitted.

Business Manager Scott Devlin informed the Board that the first draft of the 2016 Budget will be distributed by the end of the business day on Friday, October 23rd. The first draft of the Tax Levy was reviewed. Commissioner Jones is working with Scott with the Tax Levy. Commissioner Carney asked that the Tax Levy be presented on the first draft of the 2016 Budget. The proposed 2015 Tax Resolution for the 2016 year needs to be approved at the November Board Meeting.

X. Attorney's Report

A. Legal Matters – Attorney Jim Lennon reported a letter of commitment regarding the Tully Park property from the Bridge Community Church. Jim will prepare pleadings regarding this matter.

XI. Administrative / Operational Summary

A. Executive Director – as submitted. Executive Director Kathy Nowicki discussed a grant project with the Prospect Heights Natural Resource Commission. The project would focus on Somerset Park. Additional information will be provided towards the end of the year.

B. Superintendent of Recreation – as submitted.

C. Superintendent of Facilities and Parks – as submitted.

D. Director of Golf Operations – as submitted. Executive Director Kathy Nowicki informed the Board that a flyer for the OOC November 8th Turkey Shoot was included in the Board packet.

E. Superintendent of Greens – as submitted.

F. Administrative/Operational Updates

- Recreation of Athletics/Pool Manager Georges Eber provided an overview of the Aquatics Departmental Summary 2015 (Department 10). The deficit was less this year compared to 2014. Georges discussed recommendations for 2016 that included extending the Pool season depending on Staff availability, altering the Pool hours to 1 p.m. to 8 p.m. M-F.

Executive Director commented about an email received that focused on the District 214 revamp of the high school students' school calendar would go into effect in 2017/18 should approved. The revamped schedule would impact the Park District's Aquatic and Summer Camp operation. Superintendent of Recreation Julie Caporusso will be attending a meeting with other Park Districts who would be affected as well to discuss future planning should this change takes place.

- Recreation Supervisor Laura Fudala provided an overview of the Summer Camp Departmental Summary (Department 14). There were 441 camp participants this year. The Park District offered 10 one week sessions this year which offered families more flexibility. Sports Camp was offered to 2nd graders to 8th graders. Laura will be working with District 23 to schedule the use of Eisenhower School next summer. She is planning to extend Travel Camp to participants in 5th grade to 8th grade.

XII. Unfinished/Ongoing Business

A. Lions Park Tennis Courts – Superintendent of Parks & Facilities Dino Squiers reported that the boring samples were completed. He is waiting for a final report.

XIII. New Business

- A. GMRC Whirlpool Permit** – Superintendent of Parks & Facilities Dino Squiers reported he went through the plans with an Engineer. The cost of the project for engineering would cost more than the replacement of the whirlpool. At this time there is limited usage of the whirlpool. Staff will continue patching should that need arise. There was discussion about using the space for other recreational use.

- B. 14 Passenger Bus** – Executive Director Kathy Nowicki indicated the purchase of the 14 Passenger Bus would not have to go out for bid because it is through a State program. The specs for a new bus were included in the Board packet. It was clarified that this bus would be a third bus on the fleet.

A motion was made by Commissioner Jones and seconded by Commissioner Curtis to approve the purchase of a 2015 Ford Starcraft 14 Passenger Bus cost not to exceed \$57,967.00. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioners Loranger, Malouf

The motion carried.

C. Board Policy – Board Member Creed

A motion was made by Commissioner Curtis and seconded by Commissioner Carney to approve the Board Members Creed and add it to the Board Policy. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioners Loranger, Malouf

The motion carried.

- D. 2016 Budget – Fund 100** – Executive Director Kathy Nowicki presented the preliminary amounts for Fund 100. Kathy will be meeting with the contract IT Staff to discuss Tech Upgrades. Tech Upgrades will be included in Draft 1 of the 2016 Budget. Commissioner Jones discussed budgeting for the redevelopment of facilities and including this under Master Plan. Commissioner Carney commented about the Salaries. Kathy commented about itemizing 100-01-5465.

E. General Obligation Limited Tax Park Bonds Series 2015 (approx. \$560,340.00)

Dave Phillips of Speer Financial was in attendance.

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

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

Nays: None

Absent: Commissioners Loranger, Malouf

The motion carried.

A motion was made by Commissioner Carney and seconded by Commissioner Jones to adopt Bond Ordinance 10.20.15 an ordinance providing for the issuance of General Obligation Limited Tax Park Bonds for payment of land condemned or purchased for parks, for building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of certain outstanding bonds, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioners Loranger, Malouf

The motion carried.

XIV. Recess into Executive Session

A motion was made by Commissioner Curtis and seconded by Commissioner Carney to recess into Executive Session at 8:15 p.m. 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 8:14 p.m. The motion was unanimously approved with a voice vote with two absent (Commissioners Loranger, Malouf).

XV. Reconvene to Open Session

Open session reconvened at 8:31 p.m. During Executive Session personnel was discussed.

XVI. Possible Action on Matters Discussed in Executive Session

A Special Board Meeting will be held on Saturday, October 31, 2015 at 8:00 a.m. at the Prospect Heights Fire District.

XVII. Adjournment

With no further business to discuss a motion was made by Commissioner Curtis and seconded by Commissioner Jackson to adjourn the Regular Board Meeting at 8:32 p.m. The motion was unanimously approved with a voice vote with two absent (Commissioners Loranger, Malouf). The motion carried.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

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