

**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 15, 2017**

Call to Order

Roll Call

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

Commissioners present:

Ellen Avery
Vicki Carney
Terry Curtis
Tim Jones
Eric Kirste
Bob Loranger

Also Present:

Christina Ferraro – Executive Director
Dino Squiers – Superintendent of Parks & Facilities
Edlyn Castil – Admin. Asst./Recording Secretary
Derke Price – Ancel Glink
Erin Pell – Ancel Glink

Commissioners absent:

Karl Jackson

A quorum was present.

Pledge of Allegiance

The Pledge of Allegiance was led by Tim Jones.

Corrections / Additions / Approval of Agenda

Commissioner Jones discussed moving Agenda Item XIII Public Comment to after Item IV Recognition/Welcome.

A motion was made by Commissioner Carney and seconded by Commissioner Kirste to approve the agenda as amended. The motion was unanimously approved with a voice vote with one absent (Commissioner Jackson). The motion carried.

Correspondence

There were none.

Recognition/Welcome

Residents Sam Sobczak, Amy Sobczak, Peter Hahn and Jill Moskal were in attendance.

Public Comment

Eagle Scout Sam Sobczak provided a presentation and update about his Nature Center project located north of the Lions Park tennis courts. He along with the Prospect Heights NRC have a work day scheduled on 8/19/17 from 9am to 4pm to build a trail. They are expecting about 40 people to assist with the project.

Approval of Minutes

Regular Board Meeting – July 18, 2017

A motion was made by Commissioner Loranger and seconded by Commissioner Kirste to approve the July 18, 2017 Regular Board Meeting as submitted. The motion was unanimously approved with a voice vote with one absent (Commissioner Jackson). The motion carried.

Announcements (Meetings)

A Regular Board Meeting will be held on 9/19/17 at 7 pm at GMRC.

Park District Treasurer's Report**Cash Report #8**

Mt Pros State	Payroll	#90001511	Sweep Acct.	Outstanding checks	\$	(8,220.84)
Mt Pros State	Vendor	#90001503			\$	(65,669.80)
Mt Pros State	Imprest	#90001529	Sweep Acct.	Outstanding checks	\$	5,000.00
Mt Pros State	General/Sweep	#90001498			\$	923,195.72
Mt Pros State	ATM	#90001537	Combined Bal – Account and ATM Machine		\$	26,023.03
Mt Pros State	Cash Reserves	#90001545			\$	350,853.46
Mt Pros State	Class – Reg.	#90002787	Sweep Acct.	Deposit in transit	\$	-
Mt Pros State	Investment	#107503657			\$	3,355,058.97
Totals					\$	4,586,240.54

A motion was made by Commissioner Carney and seconded by Commissioner Avery to accept the Treasurer's Report – Cash Report #8 dated August 15, 2017 in the amount of \$4,586,240.54. The motion was unanimously approved with a voice vote with one absent (Commissioner Jackson). The motion carried.

Approval of Warrants for Payment

Vendor #7		\$	39,556.97
Vendor #7A		\$	7,450.00
Vendor #7B		\$	27,780.93
Vendor #7C		\$	53,835.68
Vendor #7D	Electronic	\$	43,010.78
Payroll #14	07/07/17	\$	104,396.82
Payroll #15	07/21/17	\$	107,430.51
Refund #7	July	\$	9,910.75
Total of Warrants		\$	393,372.44

A motion was made by Commissioner Carney and seconded by Commissioner Curtis to accept Warrants for payment as submitted for Vendor Warrants # 7, 7A, 7B, 7C, 7D, Payroll 14, 15 and Refund #7 in the amount of \$393,372.44. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Avery, Carney, Curtis, Jones, Kirste, Loranger

Nays: None

Absent: Commissioner Jackson

The motion carried.

Business Manager Report

YTD Fund Summary – as submitted. Executive Director Christina Ferraro reported that Scott included a Budget Timeline. A Committee of the Whole meeting will be scheduled on 11/14/17 to review the Capital Fund.

Attorney's Report

Legal Matters – Derke Price and Erin Pell of Ancel Glink were in attendance.

Administrative / Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro also provided a Comprehensive Master Plan update. GreenPlay was onsite to review the results and present the finds with the public and staff. Consultants will be in attendance at the 9/19/17 Board Meeting and will give a presentation to the Board.

Superintendent of Recreation – as submitted. Executive Director Christina Ferraro reported the Park District, Police Department and Fire District National Night Out event went well with about 500 people in attendance. The Park District summer intern, Andres Balcazar, completed his internship and was a great asset to the summer programming. Summer Camp is in its last week of session. Preschool and KinderStop orientations were held today. Concessions is using RecTrac for the first time this season. Concessions sales are affected by the County Sugar Tax. The athletics programs are doing well. The Park District will be working with St. Alphonsus with the usage of the church field for soccer practices.

Superintendent of Facilities and Parks – as submitted. Superintendent of Facilities and Parks Dino Squiers also reported that bids were received for the Country Gardens project. The Maintenance staff will be working on pool repairs when the pool season ends.

Director of Golf Operations – as submitted. Executive Director Christina Ferraro reported Golf season is going well. They gained 5-6 outings because of surrounding golf course closures due to the damages their golf courses sustained from the recent storms. The Jr PGA League is having a great season. The total repairs to the golf course sump pump may cost a total of about \$70,000. It is unknown at this time of what total repairs/replacements need to be done.

Superintendent of Greens – as submitted.

Committees of the Board

Commissioner Jones distributed old, current and proposed versions of the Park District's logo. He requested for the Commissioners to review and be prepared to discuss at the next Regular Board Meeting on 9/19/17.

Unfinished/Ongoing Business**Food, Beverage & Banquet Service at Old Orchard Country Club**

Executive Director Christina Ferraro reported there were 2 proposals received for option services regarding insourcing and outsourcing the food and beverage operation at the Old Orchard Country Club. The board-appointed committee consisting of Executive Director Christina Ferraro, Commissioner Loranger, Scott Devlin, Marc Heidkamp and Doug Brazeau, met with both vendors last week. Reference checks were completed for both vendors. The Committee is recommending awarding the project to Profitable Food Facilities (PFF) at a cost not to exceed \$10,800.

A motion was made by Commissioner Loranger and seconded by Commissioner Curtis to award the project to Profitable Food Facilities (PFF) at a cost not to exceed \$10,800. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Avery, Carney, Curtis, Jones, Kirste, Loranger

Nays: None

Absent: Commissioner Jackson

The motion carried.

New Business

Northwest Special Recreation Association 2018 Assessment Resolution 8.15.2017

A motion was made by Commissioner Curtis and seconded by Commissioner Kirste to adopt Northwest Special Recreation Association 2018 Assessment Resolution 8.15.2017. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Avery, Carney, Curtis, Jones, Kirste, Loranger

Nays: None

Absent: Commissioner Jackson

The motion carried.

Partner Resident Agreement with Mount Prospect and River Trails Park Districts

A motion was made by Commissioner Curtis and seconded by Commissioner Loranger to adopt Northwest Special Recreation Association 2018 Assessment Resolution 8.15.2017. The motion was unanimously approved with a voice vote with one absent (Commissioner Jackson). The motion carried.

Adjournment

With no further business to discuss a motion was made by Commissioner Loranger and seconded by Commissioner Curtis to adjourn the Regular Board Meeting at 7:51 pm. The motion was unanimously approved with a voice vote with one absent (Commissioner Jackson). The motion carried.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

Secretary: _____
Ellen Avery, Prospect Heights Park District Secretary