

**SPECIAL 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 28, 2017**

**Call to Order**

**Roll Call**

President Tim Jones called the Regular Board Meeting of the Prospect Heights Park District to order at 7:01 p.m.

Commissioners present:

Ellen Avery  
Terry Curtis  
Karl Jackson (arrived at 7:13 p.m.)  
Tim Jones  
Eric Kirste  
Bob Loranger

Also Present:

Christina Ferraro – Executive Director  
Julie Caporusso – Superintendent of Recreation  
Marc Heidkamp – Director of Golf Operations  
Scott Devlin – Business Manager  
Edlyn Castil – Admin. Asst./Recording Secretary  
Doug Brazeau – PGA Golf Professional

Commissioners absent:

Vicki Carney

A quorum was present.

**Pledge of Allegiance**

The Pledge of Allegiance was led by Tim Jones.

**Corrections/Additions/Approval of Agenda**

Commissioner Jones requested to discuss under Unfinished/Ongoing Business, Item IX. B. PHWYBS 2018 Fields Improvement Project first, before Item IX A. Food, Beverage & Banquet Service at Old Orchard Country Club.

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

**Correspondence**

There were none.

**Recognition/Welcome**

Neal Patel, PHWYBS, Mr. and Mrs. Teresi, Creekside Condos, J. Melino, Creekside Condos, and Joe Rovetto, Creekside Condos, were in attendance.

**Approval of Minutes**

**Committee of the Whole Special Meeting November 6, 2017**

**Committee of the Whole Special Meeting – November 14, 2017**

**Regular Board Meeting – November 14, 2017**

A motion was made by Commissioner Curtis and seconded by Commissioner Kirste to approve the November 6, 2017 Committee of the Whole Special Meeting Minutes, November 14, 2017 Committee of the Whole Special Meeting Minutes and November 14, 2017 Regular Board Meeting Minutes as submitted. The motion was unanimously approved with a voice vote with two absent (Commissioners Carney and Jackson). The motion carried.

**Announcements (Meetings)**

A Regular Board Meeting will be held on 12/19/17 at 7:00 p.m. at OCCC.

**Committees of the Board**

There were no reports.

**Public Comment**

Mr. Teresi of Creekside Condos commented about OCCC and also his observations with changes that were made through the years with how Medinah Country Club was managed.

**Unfinished/Ongoing Business**

**PHWYBS 2018 Fields Improvement Project**

Executive Director Christina Ferraro reported staff met and surveyed the fields. It was decided that Grounds staff can work on the fields in the spring. The District will take on the project of adding concrete dugouts which will be a Capital expense. PHWYBS will deal with the infield mix and provide materials for the improvement project. Sod will be added to Lions Field. At this time, it is unknown how much sod will be needed. Neal Patel indicated PHWYBS can push back practices in the spring if needed.

**Food, Beverage & Banquet Service at Old Orchard Country Club**

*Commissioner Jackson arrived at 7:13 p.m.*

Director of Golf Marc Heidkamp presented a Business Plan to the Board. The Board reviewed the Business Plan Marc submitted. They discussed some concerns regarding the proposed budget, staffing, services for golfers and potential banquet users. Executive Director Christina Ferraro commented about the two Business Plans. There will be continued discussion at the next Board Meeting. The Board would like to see Marc's proposed 2018 expenses. The Board was directed to submit any questions they had to Christina by 12/4/17. The Board would like to make a decision about this item by the December Board Meeting.

**New Business**

**Proposed Tax Levy for the Year 2018 Resolution 11.28.17**

Business Manager Scott Devlin reviewed the proposed Tax Levy.

A motion was made by Commissioner Avery and seconded by Commissioner Kirste to adopt Tax Levy for the Year 2018 Resolution 11.28.17. The motion was unanimously approved by a roll call vote.

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

Nays: None


Absent: Commissioner Carney

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 8:27 p.m. The motion was unanimously approved with a voice vote with one absent (Commissioner Carney). The motion carried.

Respectfully Submitted,  
Edlyn Castil  
Recording Secretary

Secretary:   
Ellen Avery, Prospect Heights Park District Secretary