

**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, FEBRUARY 20, 2018**

Call to Order

Roll Call

President Tim Jones called the Regular Board Meeting of the Prospect Heights Park District to order at 7:07 p.m.

Commissioners present:

Ellen Avery
Vicki Carney (arrived at 7:23 p.m.)
Terry Curtis
Tim Jones
Karl Jackson (arrived at 7:12 p.m.)
Eric Kirste
Bob Loranger

Also Present:

Christina Ferraro – Executive Director
Julie Caporusso – Superintendent of Recreation
Marc Heidkamp – Director of Golf Operations
Dino Squiers – Superintendent of Parks & Facilities
Edlyn Castil – Admin. Asst./Recording Secretary
Ali Geary – Marketing Coordinator

Commissioners absent:

None

A quorum was present.

Pledge of Allegiance

The Pledge of Allegiance was led by Tim Jones.

Corrections/Additions/Approval of Agenda

Commissioner Jones discussed adding under New Business Golf Committee Golf Grounds Equipment Lease.

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

Correspondence

There was none.

Recognition/Welcome

There were no residents in attendance.

Approval of Minutes

Committee of the Whole – January 16, 2018

Regular Board Meeting – January 16, 2018

A motion was made by Commissioner Loranger and seconded by Commissioner Kirste to approve the January 16, 2018 Committee of the Whole and Regular Board Meeting Minutes as submitted. The motion was approved with a voice vote with two absent (Commissioners Carney and Jackson). The motion was approved with a voice vote. The motion carried.

Announcements (Meetings)

A Regular Board Meeting will be held on 03/20/18 at 7:00 p.m. at GMRC.

Park District Treasurer's Report**Cash Report #2**

Mt Pros State	Payroll	Sweep Acct.	Outstanding checks	\$	(4,896.11)
Mt Pros State	Vendor			\$	(16,496.86)
Mt Pros State	Imprest	Sweep Acct.	Outstanding checks	\$	4,985.11
Mt Pros State	General/Sweep			\$	381,970.14
Mt Pros State	ATM	Combined Bal – Account and ATM Machine		\$	26,853.03
Mt Pros State	Cash Reserves			\$	351,295.87
Mt Pros State	Investment			\$	3,034,109.39
Totals				\$	3,777,820.57

A motion was made by Commissioner Carney and seconded by Commissioner Curtis to accept the Treasurer's Report – Cash Report #2 dated February 20, 2018 in the amount of \$3,777,820.578. The motion was approved with a voice vote with two absent (Commissioners Carney and Jackson). The motion carried.

Approval of Warrants for Payment

Vendor #1		\$	32,349.02
Vendor #1A		\$	94,763.12
Vendor #1B		\$	1,946.68
Vendor #1C		\$	17,181.35
Vendor #1D	Electronic	\$	36,339.83
Payroll #1	01/05/18	\$	54,628.67
Payroll #2	01/19/18	\$	58,078.63
Refund #1	January	\$	2,936.20
Total of Warrants		\$	298,223.50

A motion was made by Commissioner Kirste and seconded by Commissioner Curtis to accept Warrants for payment as submitted for Vendor Warrants # 1, 1A, 1B, 1C, 1D, Payroll 1, 2 and Refund #1 in the amount of \$298,223.50. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioner Carney, Jackson

The motion carried.

Business Manager Report

YTD Fund Summary – as submitted. Executive Director Christina Ferraro commented about the new YTD Fund Summary format.

Commissioner Jackson arrived at 7:12 p.m.

Attorney's Report

There was no report.

Administrative / Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro commented that the report for the ComEd Green Regions 2016 Grant for the nature preserve with NRC was submitted to ComEd. A soft grand opening walk through of the nature preserve is scheduled for March 31st in conjunction with the Park District's annual Egg Hunt.

Superintendent of Recreation – as submitted. Superintendent of Recreation Julie Caporusso also reported that the Royal Family Ball will be held on Friday, February 23rd at OOC. There are currently 38 participants registered for the event. On February 3rd, the Competitive Dance

Administrative / Operational Summary (continued)

Team competed in their first competition and won three trophies. The Park District held a "This Is Us" special event on February 5th. The event was well received by the twelve participants in attendance.

Superintendent of Facilities and Parks – as submitted. Superintendent of Parks & Facilities Dino Squiers reported Maintenance Staff is working on getting the pumps for the pool ready for the season. If weather permits, they will be painting the shallow end of the pool.

Director of Golf Operations – as submitted. Director of Golf Operations Marc Heidkamp reported a long-time OOC staff member recently passed away. Memorial services will be held on February 24th. OOC Staff is working on getting the clubhouse ready for the season. Marc will be working on hosting an event in early 2019 for the community and neighbors.

Superintendent of Greens – as submitted.

Committees of the Board

There were none.

Public Comment

There were none.

Unfinished/Ongoing Business**Comprehensive Master Plan Update**

The suggested changes to the proposed Master Plan were reviewed. There are four goals with several objectives.

A motion was made by Commissioner Curtis and seconded by Commissioner Loranger to approve the Prospect Heights Park District Comprehensive Master Plan as submitted. The motion was approved by a roll call vote.

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

Nays: None

Absent: Commissioner Carney

The motion carried.

Commissioner Carney arrived at 7:23 p.m.

Food, Beverage & Banquet Service at Old Orchard Country Club

There was continued discussion about the food, beverage and banquet services at OOC. The timeline for transitioning the Food, Beverage & Banquet Service operation in 2019 was reviewed.

Park District Logo Discussion

Marketing Coordinator Ali Geary presented revised proposed logo designs to the Board. Feedback from the Board was provided. Ali will make revisions to the proposed logo designs and will send the revised logos to the Board for their review.

Approval of FY 2018 Budget

A motion was made by Commissioner Carney and seconded by Commissioner Avery to approve the Prospect Heights Park District FY 2018 Budget as submitted. The motion was approved by a roll call vote.

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

Nays: None

Absent: None

The motion carried.

Unfinished/Ongoing Business (continued)**Approval of FY 2018 Budget**

A motion was made by Commissioner Carney and seconded by Commissioner Avery to approve the Prospect Heights Park District FY 2018 Budget as submitted. The motion was approved by a roll call vote.

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

Nays: None

Absent: None

The motion carried.

Budget and Appropriation Ordinance 02.20.18

A motion was made by Commissioner Avery and seconded by Commissioner Kirste to approve the Budget and Appropriation Ordinance 02.20.18 as submitted. The motion was approved by a roll call vote.

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

Nays: None

Absent: None

The motion carried.

New Business**Resolution Electing to Include Cash Payments to Employees in Lieu of or Related to Healthcare Benefits as Part of IMRF Earnings Resolutions 02.20.2018A**

A motion was made by Commissioner Jackson and seconded by Commissioner Curtis to approve the Resolution Electing to Include Cash Payments to Employees in Lieu of or Related to Healthcare Benefits as Part of IMRF Earnings Resolutions 02.20.2018A as submitted. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: None

The motion carried.

Pump Repair for Golf Course

A motion was made by Commissioner Curtis and seconded by Commissioner Kirste to approve the Well No. 6 golf course pump repair as submitted by Layne Christensen Company in an amount not to exceed \$105,700.00. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: None

The motion carried.

Golf Committee – Golf Grounds Equipment Lease

Commissioner Loranger reported that the Golf Committee met with Executive Director Christina Ferraro and Golf Director Marc Heidkamp. He reported that they discussed leasing Grounds equipment (rough mower, bank mower, gas riding greens mower) versus purchasing the equipment. This item will be brought back to the next regular Board meeting for continued discussion.

Recess into Executive Session

A motion was made by Commissioner Curtis and seconded by Commissioner Jackson to recess into Executive Session 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 8:08 p.m. The motion was unanimously approved with a voice vote. The motion carried.

Reconvene to Open Session

Open session reconvened at 8:48 p.m. During Executive Session Personnel was discussed.

Possible Action on Matters Discussed in Executive Session

No action was taken.

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 8:50 p.m. The motion was unanimously approved with a voice vote. The motion carried.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

Secretary: _____
Ellen Avery, Prospect Heights Park District Secretary