

**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, SEPTEMBER 18, 2018**

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
Karl Jackson (arrived at 7:10 p.m.)
Tim Jones
Bob Loranger

Also Present:

Christina Ferraro – Executive Director
Julie Caporusso – Superintendent of Recreation
Dino Squiers – Superintendent of Parks & Facilities
Marc Heidkamp – Director of Golf Operations
Tim McPhillips – Finance Manager
Edlyn Castil – Admin. Asst./Recording Secretary
Ed O’Neill – Supervisor of Recreation

Commissioners absent:

Eric Kirste

A quorum was present.

Pledge of Allegiance

The Pledge of Allegiance was led by Tim Jones.

Corrections/Additions/Approval of Agenda

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

Correspondence

Correspondence received were a thank you letter from the Special Leisure Services Foundation and “save the date” for the Mount Prospect Public Library Sunrise Connection breakfast.

Recognition/Welcome

Commissioner Tim Jones welcomed Finance Manager Tim McPhillips and Supervisor of Recreation Ed O’Neill.

Approval of Minutes

Regular Board Meeting – August 21, 2018

A motion was made by Commissioner Loranger and seconded by Commissioner Avery to approve the August 21, 2018 Regular Board Meeting Minutes as submitted. The motion was approved with a voice vote with two absent (Jackson and Kirste). The motion carried.

Announcements (Meetings)

The next Regular Board Meeting is scheduled on October 16, 2018 at 7 p.m. at GMRC.

Park District Treasurer's Report**Cash Report #10**

Mt Pros State	Payroll	Sweep Acct.	Outstanding checks	\$	-
Mt Pros State	Vendor			\$	(57,651.12)
Mt Pros State	Imprest	Sweep Acct.	Outstanding checks	\$	4,659.03
Mt Pros State	General/Sweep			\$	1,622,548.15
Mt Pros State	ATM	Combined Bal – Account and ATM Machine		\$	26,853.03
Mt Pros State	Cash Reserves			\$	351,806.28
Mt Pros State	Class – Reg.	Sweep Acct Deposit in Transit		\$	-
Mt Pros State	Investment			\$	3,038,517.83
Totals				\$	4,986,733.20

A motion was made by Commissioner Carney and seconded by Commissioner Avery to accept the Treasurer's Report – Cash Report #10 dated September 18, 2018 in the amount of \$4,986,733.20. The motion was approved with a voice vote with two absent (Commissioners Jackson and Kirste). The motion carried.

Approval of Warrants for Payment

A motion was made by Commissioner Carney and seconded by Commissioner Curtis to accept Warrants for payment as submitted for Vendor Warrants # 7D, 8A, 8B, 8C and Payroll 16, 17, 18 in the amount of \$505,234.95. The motion was approved by a roll call vote.

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

Nays: None

Absent: Commissioners Jackson, Kirste

The motion carried.

Manager Report

Finance Manager Tim McPhillips reviewed the updated Financial Statements and Fund Reports. He reported that the operating fund transfer and recreation transfers between programs have not taken place yet.

Attorney's Report

There was no report.

Administrative / Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro reported that the website redesign project has started, she is working with ComEd with the Bike Path lease agreement and approval for the Feasibility Study for GMRC will be placed on the October 2018 board meeting agenda. Christina distributed the updated Capital projects report.

Commissioner Karl Jackson arrived at 7:10 p.m.

Superintendent of Recreation – as submitted. Superintendent of Recreation Julie Caporusso reported the StoryWalk co-op with the Prospect Heights Library District that was held on 9/11/18 and 9/12/18 was successful with 32 children in attendance. Andy's Frozen Custard attended as well and provided free custard to all in attendance. The park district's new open play Pickleball started at GMRC. Open play is on Wednesdays and Fridays from 9 a.m. to 11:00 a.m. Safety drills have been scheduled for October.

Superintendent of Facilities and Parks – as submitted. Superintendent of Parks & Facilities Dino Squiers reported the ballfield project started today. He anticipates the project to be completed by the end of September.

Director of Golf Operations – as submitted. Director of Golf Operations Marc Heidkamp reported that weather was a key factor in the month of August. He also reported that the Grounds crew did a great job with the golf course. The Pro Shop staff has been selling merchandise. Staff

Administrative / Operational Summary (continued)

has repaired a couple damaged golf carts. Marc discussed the banquets that have been booked for 2019.

There was discussion about acknowledging Bonnie of Midori at the November 13th board meeting. **Supervisor of Recreation** – as submitted. Supervisor of Recreation Ed O'Neill reviewed the report that he submitted in the board packet. He commented that the biggest challenge he has faced is hiring staff for his programs.

Superintendent of Greens – as submitted.

Committees of the Board

There was no report.

Public Comment

There were no comments.

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

Executive Director Christina Ferraro reviewed the updated timeline.

New Business

Public Hearing Concerning the Intent of the Board of Park Commissioners to sell \$1,900,000 General Obligation Limited Tax Park Bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and the payment of the expenses incident thereto

A motion was made by Commissioner Loranger and seconded by Commissioner Carney to open the public hearing concerning the intent of the Board of Park Commissioners to sell \$1,900,000 General Obligation Limited Tax Park Bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and the payment of the expenses incident thereto. The motion was approved with a voice vote with one absent (Kirste). The motion carried.

There being no audience in attendance and no questions from the Board of Commissioners, a motion was made by Commissioner Avery and seconded by Commissioner Carney to close the public hearing concerning the intent of the Board of Park Commissioners to sell \$1,900,000 General Obligation Limited Tax Park Bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and the payment of the expenses incident thereto. The motion was approved by a roll call vote.

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

Nays: None

Absent: Commissioner Kirste

The motion carried.

Executive Director Employment Agreement

A motion was made by Commissioner Loranger and seconded by Commissioner Curtis to adopt Resolution 09.18.18 approving the employment agreement between Christina Ferraro and the Prospect Heights Park District. The motion was approved by a roll call vote.

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

Nays: None

Absent: Commissioner Kirste

The motion carried.

Adjournment

With no further business to discuss a motion was made by Commissioner Avery and seconded by Commissioner Carney to adjourn the Regular Board Meeting at 7:51 p.m. The motion was approved by a voice vote with one absent (Kirste). The motion carried.

Respectfully Submitted,
Edlyn Castil, Recording Secretary

Secretary: _____
Ellen Avery, Prospect Heights Park District Secretary