

**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, NOVEMBER 13, 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
Tim Jones
Eric Kirste
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

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

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

Correspondence

None

Recognition/Welcome

None

Approval of Minutes

Regular Board Meeting – October 16, 2018

A motion was made by Commissioner Loranger and seconded by Commissioner Curtis to approve the October 16, 2018 Regular Board Meeting Minutes as submitted. The motion was approved with a voice vote with one absent (Jackson). The motion carried.

Announcements (Meetings)

A Regular Board Meeting is scheduled for December 18, 2018 at 7 p.m. at GMRC.

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

Mt Pros State	Payroll	Sweep Acct.	\$	-
Mt Pros State	Vendor	Sweep Acct.	\$	-
Mt Pros State	Imprest		\$	4,487.15
Mt Pros State	General/Sweep		\$	1,918,806.14
Mt Pros State	ATM	Combined Bal – Account and ATM Machine	\$	24,973.03
Mt Pros State	Cash Reserves		\$	351,981.24
Mt Pros State	Class – Reg.	Sweep Acct.	\$	
Mt Pros State	Investment		\$	
			Totals	\$ 5,340,084.99

A motion was made by Commissioner Carney and seconded by Commissioner Avery to accept the Treasurer's Report – Cash Report #11 dated November 13, 2018 in the amount of \$5,340,084.99. The motion was approved with a voice vote with one absent (Jackson). The motion carried.

Approval of Warrants for Payment

A motion was made by Commissioner Carney and seconded by Commissioner Kirste to accept Warrants for payment as submitted for Vendor Warrants # 10, 10A, and Payroll 21, 22 in the amount of \$401,089.87. The motion was approved by a roll call vote.

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

Nays: None

Absent: Commissioner Jackson

The motion carried.

Finance Manager's Report

Finance Manager Tim McPhillips reviewed the Income Statement and Fund Report.

Attorney's Report

There was no report.

Administrative / Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro reported the website redesign project is almost complete and the Park District is anticipating to go live with the new website in a couple weeks. Christina continues to work with ComEd on the fine details of the agreement. She also reported that the Feasibility Study is going well.

Superintendent of Recreation – as submitted. Superintendent of Recreation Julie Caporusso reported that the Park District was informed by School District 23 that the Park District will not be able to use Eisenhower School during the 2019 Summer. However, MacArthur is available to use. The Winter/Spring 2018/2019 brochure is scheduled for distribution on 11/21/18. Spookfest was a successful event with approximately 168 children in attendance. The Arts Showcase is scheduled for next week. Commissioner Avery commented about concerns that were expressed about the Co-op Volleyball program. Commissioner Loranger reported he has received positive comments about how well Pickleball is going.

Superintendent of Facilities and Parks – as submitted. Superintendent of Parks & Facilities Dino Squiers reported staff has been working on finishing off projects. The Park District received funds from the ComEd lights rebate program.

Director of Golf Operations – as submitted. Director of Golf Operations Marc Heidkamp reported that the seal coating at OOC has been completed. The annual Turkey Shoot was very successful. He has booked 11 weddings to date. The Hook a Kid program has completed their season this year.

Committees of the Board

None

Public Comment

None

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

Executive Director Christina Ferraro reported there are 6 interviews scheduled in the next 2 days for the Banquet Manager position. The Kitchen Manager has been hired and will start on 1/7/19.

New Business**FY 2019 Budget First Draft**

The FY 2019 Budget First Draft was reviewed during the 11/13/18 Committee of the Whole meeting. Budget Draft 2 will be prepared and distributed at least 2 weeks before the next regular Board meeting scheduled on 12/18/18.

Potential Donation of Property to Park District

Executive Director Christina Ferraro provided background information regarding a possible donation of land from a resident. After discussion by the Board and Staff, it was decided to decline the donation at this time.

Resolution 11.13.2018**A Resolution Providing for the Possible Reduction of Levy and Assessment of Taxes for the Prospect Height Park District Cook County, Illinois, for the Fiscal Year Beginning January 1, 2019 and Ending December 31, 2019**

A motion was made by Commissioner Loranger and seconded by Commissioner Carney to adopt a Resolution providing for the possible reduction of levy and assessment of taxes for the Prospect Height Park District Cook County, Illinois, for the fiscal year beginning January 1, 2019 and ending December 31, 2019. The motion was approved by a roll call vote.

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

Nays: None

Absent: Commissioner Jackson

The motion carried.

Approval of Fund Transfers

A motion was made by Commissioner Curtis and seconded by Commissioner Kirste to authorize transfer between individual funds, as indicated below:

From Fund/Account	To Fund/Account	Amount
100-01-8081 - Corporate	608-99-8082 - 2014B (2005B Finance)	\$140,000
100-01-8081 – Corporate	523-99-8080 – Capital 98 Golf	\$218,794
300-40-8081 – Golf	523-99-8080 – Capital 98 Golf	\$75,206
409-99-8081 – Museum	412-99-8080 – Memorial	\$4,250
611-99-8081 – 2018 Rollover	518-99-8080 – Capital Project	\$134,210
610-99-8081 – 2017 Rollover	518-99-8080 – Capital Project	\$32,803
611-99-8081 – 2018 Rollover	608-99-8082 – 2014B (2005B Refinance)	<u>\$436,500</u>
		\$1,041,763

The motion was approved with a voice vote with one absent (Jackson). The motion carried.

New Business (continued)

IAPD Credential Certificate

A motion was made by Commissioner Loranger and seconded by Commissioner Carney to designate Christina Ferraro to serve as Delegate and Julie Caporusso to serve as 1st Alternate, to the Annual Business Meeting of the Illinois Association of Park Districts to be held at the Hyatt Regency Hotel, Chicago, Illinois on Saturday, January 26, 2019. The motion was approved with a voice vote with one absent (Jackson). The motion carried.

Proposed 2019 Board Meeting Schedule

Executive Director Christina Ferraro proposed changing the 2019 regular board meetings to the fourth Tuesday of each month with a few exceptions. The Board will review the dates and there will be continued discussion at the December 2018 board meeting.

Adjournment

With no further business to discuss a motion was made by Commissioner Avery and seconded by Commissioner Kirste to adjourn the Regular Board Meeting at 7:46 p.m. The motion was approved by a voice vote with one absent (Jackson). The motion carried.

Respectfully Submitted,
Edlyn Castil, Recording Secretary

Secretary: _____
Ellen Avery, Prospect Heights Park District Secretary