

**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, MAY 28, 2019**

Call to Order

Roll Call

President Tim Jones called the Regular Board Meeting of the Prospect Heights Park District to order at 7:05 p.m.

Commissioners present:

Ellen Avery
Vicki Carney
Karl Jackson
Tim Jones
Eric Kirste
Bob Loranger

Also Present:

Christina Ferraro – Executive Director
Marc Heidkamp – Director of Golf Operations
Dino Squiers – Superintendent of Parks & Facilities
Marci Glinski - Supervisor of Recreation
Edlyn Castil – Admin. Asst./Recording Secretary

Commissioners absent:

Terry Curtis

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

Correspondence

The correspondence received was the PDRMA Annual Report.

Recognition/Welcome

None

Public Comment

None

April 2019 Elected Officials Oath of Office

Edlyn Castil gave Ellen Avery, Vicki Carney, Bob Loranger the Oath of Office.

Approval of Minutes

Committee of the Whole – April 23, 2019

A motion was made by Commissioner Carney and seconded by Commissioner Avery to approve the April 23, 2019 Committee of the Whole Meeting Minutes as submitted. The motion was approved with a voice vote with one absent (Commissioner Curtis). The motion carried.

Regular Board Meeting – April 23, 2019

A motion was made by Commissioner Kirste and seconded by Commissioner Carney to approve the April 23, 2019 Regular Board Meeting Minutes as submitted. The motion was approved with a voice vote with one absent (Commissioner Curtis). The motion carried.

Announcements (Meetings)

A Regular Board Meeting is scheduled for June 25, 2019 at 7 p.m. and will be held at GMRC.

Special Presentation

Executive Director Christina and Commissioner Tim Jones thanked Commissioner Bob Loranger for his service on the Park District Board.

Park District Treasurer's Report**Cash Report #5**

Mt Pros State	Payroll	Sweep Acct.	\$	(4,226.95)
Mt Pros State	Vendor	Sweep Acct.	\$	(39,934.03)
Mt Pros State	Imprest		\$	4,240.08
Mt Pros State	General/Sweep		\$	794,365.98
Mt Pros State	ATM	Combined Bal – Account and ATM Machine	\$	26,853.03
Mt Pros State	Cash Reserves		\$	352,628.79
Mt Pros State	Class – Reg.	Sweep Acct.	\$	-
Mt Pros State	Investment		\$	3,045,367.45
			Totals	\$ 4,179,294.35

A motion was made by Commissioner Carney and seconded by Commissioner Avery to accept the Treasurer's Report – Cash Report #5 dated May 28, 2019 in the amount of \$4,179,294.35. The motion was approved with a voice vote with one absent (Commissioner Curtis). The motion carried.

Approval of Warrants for Payment

A motion was made by Commissioner Curtis and seconded by Commissioner Kirste to accept Warrants for payment as submitted for Vendor Warrants # 4, 4A, and Payroll 8, 9 in the amount of \$534,913.81. The motion was approved by a roll call vote.

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

Nays: None

Absent: Commissioner Curtis

The motion carried.

Finance Manager's Report

Executive Director Christina Ferraro informed the Board that the amounts listed in the Fund Report 2019 Budget column are actually the 2018 Budget amounts. The amounts have not been updated with the 2019 Budget. She clarified that the \$600 paid to the Illinois Department of Revenue listed on the Electronic Warrant List is for a Liquor License. Christina also discussed the open finance position.

Attorney's Report

None

Administrative / Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro also reported the onsite audit was completed by Sikich on 5/16/19 and 5/17/19. We will have to file an extension. The CAFR presentation will be scheduled for the August 2019 Board meeting. Sponsorship for the Block Party was received from Village Bank and Trust. A multi-board dinner will be held at the newly remodeled OOC on June 18, 2019. The Parks Tour was cancelled in May and will not be scheduled this year.

Superintendent of Recreation – as submitted.

Administrative / Operational Summary (continued)

Superintendent of Facilities and Parks – as submitted. Superintendent of Facilities and Parks Dino Squiers also reported the pool is up and running and ready for this weekend. Lifeguard training was completed. Dino met with NRC regarding the chipping area. Staff has placed logs to indicate a distinct area where chipping will take place. Christina & City Staff put a letter together related to the restoration of an area located by a resident's property.

Director of Golf Operations – as submitted. Director of Golf Operations Marc Heidkamp also reported that a fire inspection was completed and they received a 100% rating. The first wedding this held this past Sunday and it went very well. There is a total of 13 weddings booked as of today. Marc was not satisfied with the seal coating that was completed last year and the contractor has agreed to redo the whole golf course. They will be at OCCC this coming Monday to complete the project. The OCCC signage on the corner of Rand Road and Schoenbeck Road is scheduled to be completed within the next 10 days or so. Marc thanked Commissioner Bob Loranger for his support. The "Meet N' Greet" with the OCCC Condo Associations will be held at OCCC next Tuesday, Wednesday, and Thursday, 4pm-6pm.

Committees of the Board

None

Unfinished/Ongoing Business**Resolution Appointing an Assistant Board Secretary & Assistant Board Treasurer**

Executive Director Christina Ferraro indicated this item was on agenda last month and there was discussion about changing the resolution to include Assistant Board Secretary & Assistant Board Treasurer. Commissioner Avery suggested passing this item after the new officers are elected. Commissioner Carney suggested appointing an assistant at the beginning of any meeting. After further discussion, this item was tabled and will be revisited next month.

Proposed Video Gaming at OCCC

Commissioner Jones discussed the proposed video gaming at OCCC. He stated that there was a presentation at the last meeting. Executive Director Christina Ferraro was looking for a consensus to move forward in pursuing or to table this item. The Park District would need to go to the Village if the direction is to move forward and to request for an amendment to the ordinance to include golf course clubhouse. The Commissioners discussed possibly reevaluating in a year or if moving forward seeing whether or not Mount Prospect Park District is also interested in pursuing. The Village is reevaluating the whole ordinance in August 2019. Christina was given direction to discuss with Mount Prospect Park District.

New Business**Approval of Purchase of New Bus**

Superintendent of Recreation Julie Caporusso reported that the bid opening was on May 15. There were 3 bids received with Midwest Transit Equipment meeting all requirements. The warranties they included are a little better than the lowest bidder. The difference with this bus, is there is a split seat in back and back up camera in rear view mirror. The bus would be ready at the end of the year. The Park District will be retiring Bus 1.

A motion was made by Commissioner Avery and seconded by Commissioner Kirste to accept the bid from Midwest Transit Equipment in the amount of \$56,477. The motion was approved by a roll call vote.

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

Nays: None

Absent: Commissioner Curtis

The motion carried.

Nomination and Election of Officers

An omnibus motion was made by Commissioner Carney and seconded by Commissioner Jackson to open the nominations for 2019-2020 Park Board President, Vice-President, Treasurer and Secretary. The motion was approved by a voice vote with one absent (Commissioner Curtis). The motion carried.

A motion was made by Commissioner Avery and seconded by Commissioner Carney to nominate Tim Jones as Park Board President, Terry Curtis as Park Board Vice-President, Vicki Carney as Park Board Treasurer and Ellen Avery as Park Board Secretary. The motion was approved by a voice vote with one absent (Commissioner Curtis). The motion carried.

A motion was made by Commissioner Carney and seconded by Commissioner Jackson to close nominations for 2019-2020 Park Board President, Park Board President, Vice-President, Treasurer and Secretary. The motion was approved by a voice vote with one absent (Commissioner Curtis). The motion carried.

A motion was made by Commissioner Avery and seconded by Commissioner Jackson to elect Tim Jones President, Terry Curtis Vice-President, Vicki Carney Treasurer and Ellen Avery Secretary by acclamation. The motion was approved by a voice vote with one absent (Commissioner Curtis). The motion carried.

Park District Appointments June 2019 - May 2020**Representative to NWSRA Board**

A motion was made by Commissioner Carney and seconded by Commissioner Jackson to appoint Christina Ferraro as Representative to NWSRA Board. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioner Curtis

The motion carried.

Recording Secretary

A motion was made by Commissioner Avery and seconded by Commissioner Carney to appoint Edlyn Castil as Recording Secretary. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioner Curtis

The motion carried.

Legal Counsel

A motion was made by Commissioner Avery and seconded by Commissioner Jackson to appoint Ancel Glink as Park District Legal Counsel. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioner Curtis

The motion carried.

Process to Appoint Board Member to Two-Year Term

Commissioner Tim Jones discussed the process to appoint a Board member for a two-year term. The Board vacancy will be declared at the June 25 meeting. Interested candidates will need to submit their interest to Executive Director Christina Ferraro before July 23. An appointment will be completed in August and installation will be held at the September 17 Board meeting.

Adjournment

With no further business to discuss a motion was made by Commissioner Loranger and seconded by Commissioner Kirste to adjourn the Regular Board Meeting at 8:14 p.m. The motion was approved by a voice vote with one absent (Commissioner Curtis). The motion carried.

Respectfully Submitted,
Edlyn Castil, Recording Secretary

Secretary: _____
Ellen Avery, Prospect Heights Park District Secretary