

**MINUTES OF THE 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 19, 2019**

Call to Order

Roll Call

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
Betty Cloud
Terry Curtis
Karl Jackson
Tim Jones
Eric Kirste

Also Present:

Christina Ferraro – Executive Director
Julie Caporusso – Superintendent of Recreation
Dino Squiers – Superintendent of Parks & Facilities
Edlyn Castil – Admin. Asst./Recording Secretary
Marc Heidkamp – Director of Golf Operations
Annette Curtis – Superintendent of Finance & Planning

Commissioners absent:

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 unanimously approved with a voice vote. The motion carried.

Correspondence

There was no correspondence received.

Recognition/Welcome

Residents Tom & Mary Pat Zolna, Ginger Haas, Adam Myaza, Rob & Margo Quinn, and Nate Wynsma of Lexington Homes, Tom Burney, Attorney for Lexington Homes, and Natural Resource Commission members Peter Hahn, Agnes Wojnarski, Dana Sievertson, John Kamysz, Jill Moskal, Seth Marcus, were in attendance. Park Attorney Adam Simon of Ancel Glink was also in attendance.

Public Comment

None

Presentations

Hersey High School Boys Golf Team in Mid-Suburban League

Hersey High School Boys Golf Team Coach Dan Caporusso proudly introduced the Hersey High School Boys Golf Team and highlighted the team's accomplishments this season. They won the High School Conference Title and the State Series Regional Title. The team used the Old Orchard Country for practice and tournaments. The staff at the Old Orchard Country Club assisted with these young men achieving their goals. The Park Board congratulated the team on their hard work and successful season.

Presentations (continued)**15-Year Service Award**

Executive Director Christina Ferraro presented Commissioner Vicki Carney a 15-Year Service Award and thanked her for her commitment to the Park District.

Prospect Heights Natural Resource Commission FY2019 Review/FY 2020 Request

Dana and Agnes of the Prospect Heights Natural Resource Commission presented a year in review slideshow presentation to the Park Board and submitted a 2020 Budget request proposal.

Approval of Minutes**Regular Board Meeting – October 29, 2019**

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to approve the October 29, 2019 Regular Board Meeting Minutes as submitted. The motion was approved with a voice vote with one abstain (Jackson). The motion carried.

Announcements (Meetings)

A Finance Committee Meeting is scheduled on Tuesday, December 10, 2019 at 6:00 p.m. at GMRC. The next regular board meeting will be held on Tuesday, December 17, 2019 at 7 p.m. at OCCC.

Park District Treasurer's Report**Cash Report #11**

Mt Pros State	Payroll	Sweep Acct.	\$	(4,298.27)
Mt Pros State	Vendor	Sweep Acct.	\$	(83,535.37)
Mt Pros State	Imprest		\$	2,218.06
Mt Pros State	General/Sweep		\$	866,776.63
Mt Pros State	ATM		\$	16,713.03
Mt Pros State	Cash Reserves		\$	353,340.45
Mt Pros State	Investment		\$	3,053,653.34
			Totals	\$ 4,204,867.87

A motion was made by Commissioner Carney and seconded by Commissioner Kirste to accept the Treasurer's Report – Cash Report #11 dated November 19, 2019 in the amount of \$4,204,867.87. The motion was approved with a unanimous voice vote. The motion carried.

Approval of Warrants for Payment

A motion was made by Commissioner Carney and seconded by Commissioner Cloud to accept Warrants for payment as submitted for Vendor Warrants #10, 10A, and Payroll 21, 22 in the amount of \$498,733.33. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

Superintendent of Finance and Planning Report

Superintendent of Finance & Planning Annette Curtis provided an update on where the Staff is at with the budget process. She also reported that the District is looking to replace the current software used for Applicant Tracking and Payroll processing. Staff has met with four vendors and is in the process of selecting one vendor.

Attorney's Report

None

Administrative/Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro also reported that the Village of Mount Prospect will be holding a Committee of the Whole meeting on 11/26/19 and video gaming will be an agenda item. In order for OCCC to be considered for a video gaming license, OCCC would have to serve food 7 days/week 12 month/year. After further discussion, it was decided to remove this item from the Park District's agenda. Christina also reported that interviews were conducted for the Food & Beverage Operations Manager.

Superintendent of Recreation – as submitted. Superintendent of Recreation Julie Caporusso reported that the Winter '19/Spring '20 brochure is scheduled to be delivered to residents on 11/30/19. The Park District is now a SilverSneakers and Prime location. A kick-off event will be held on 1/14/20.

Superintendent of Facilities and Parks – as submitted. Superintendent of Facilities and Parks Dino Squiers reported Staff has started decorating the GMRC location for the holidays. The City of Prospect Heights Tree Lighting Ceremony will be held at the Park District on Saturday 11/30/19.

Director of Golf Operations – as submitted. Director of Golf Marc Heidkamp reported the annual Turkey Shoot was well attended with over 100 participants. The golf course is scheduled to close on Thursday 11/21/19. A Brunch with Santa special event is scheduled on Sunday 12/15/19.

Unfinished/Ongoing Business**Lexington Homes**

Nate Wynsma of Lexington Homes and Tom Burney, Attorney for Lexington Homes discussed Lexington Homes proposed development which is contingent with the City of Prospect Heights approving a TIF. Attorney Adam Simon provided a recommendation for Lexington Homes to proceed to act on the Park District's behalf to pursue an application and work directly with IDNR. The Board established a subcommittee with Tim Jones as Chairman and Terry Curtis as Co-Chairman and charged them with meeting to analyze this Muir project and advise / make recommendation to the board in writing.

Proposed Video Gaming at OCCC

This item was tabled.

Feasibility Study

Staff will meet with Williams Architect on 12/5/19 to discuss program spaces.

New Business**Selection of Committees of the Board**

The following Commissioners were selected for the committees:

- **Finance Committee**
Vicki Carney, Chairman
Eric Kirste
- **Personnel and Planning Committee**
Ellen Avery, Chairman
Vicki Carney

New Business (continued)

- **Policy and Procedure Committee**
Terry Curtis, Chairman
Ellen Avery
- **Recreation Facilities, Parks & Maintenance Committee**
Tim Jones
- **Recreation Programs & Resident Relations Committee**
Betty Cloud, Chairman
Eric Kirste
- **OCCC Programs, Facilities, Grounds & Maintenance Committee**
Karl Jackson, Chairman
Betty Cloud

Approval of Resolution 11.19.2019 Fund Balance Policy

A motion was made by Commissioner Avery and seconded by Commissioner Carney to adopt Resolution 11.19.2019 Fund Balance Policy as discussed in the 11.19.19 Finance Committee Meeting and as submitted. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

Approval of Resolution 11.19.2019A Truth in Taxation for Levy Year 2019

The initial resolution in the packet was adjusted to reflect revised dollars amounts and distributed to the board at the meeting. The online version will be updated to reflect the revised version proposed.

A motion was made by Commissioner Cloud and seconded by Commissioner Jackson to adopt Resolution 11.19.2019A Truth in Taxation for Levy Year 2019. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

Adjournment

With no further business to discuss, a motion was made by Commissioner Curtis and seconded by Commissioner Kirste to adjourn the Regular Board Meeting at 8:44 p.m. The motion was unanimously approved by a voice vote. The motion carried.

Respectfully Submitted,
Edlyn Castil, Recording Secretary

Secretary: _____
Ellen Avery, Prospect Heights Park District Secretary