

**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, JANUARY 28, 2020**

Call to Order

Roll Call

Tim Jones called the Regular Board Meeting of the Prospect Heights Park District to order at 7:06 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:

None

A quorum was present.

Corrections/Additions/Approval of Agenda

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to approve the agenda as submitted. The motion unanimously approved with a voice vote. The motion carried.

Correspondence

- Notice of Planning / Zoning Board of Appeals Public Hearing January 23, 2020
- Invitation to 2020 IAPD Joint Legislative Breakfast February 14, 2020 in Glenview
- Invitation to 2020 IAPD Joint Legislative Breakfast February 22, 2020 in Schaumburg
- Audit Management letter

Recognition/Welcome

None

Public Comment

None

Approval of Minutes

Regular Board Meeting – December 17, 2019

A motion was made by Commissioner Curtis and seconded by Commissioner Kirste to approve the December 17, 2019 Regular Board Meeting Minutes as submitted. The motion was approved with a voice vote. The motion carried.

Announcements (Meetings)

The next regular board meeting will be held on Tuesday, February 25, 2020 at 7 p.m. at GMRC.

Park District Treasurer's Report**Cash Report #1**

Mt Pros State	Payroll	Sweep Acct.	\$	(2,800.08)
Mt Pros State	Vendor	Sweep Acct.	\$	(137,225.83)
Mt Pros State	General/Sweep		\$	659,051.00
Mt Pros State	ATM		\$	26,622.03
Mt Pros State	Investment		\$	2,457,932.42
CD Investment			\$	353,000.00
			Totals	\$ 3,356,590.54

A motion was made by Commissioner Carney and seconded by Commissioner Kirste to accept the Treasurer's Report – Cash Report #1 dated January 28, 2020 in the amount of \$3,356,590.54. 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 #12, 12A, and Payroll 25, 26 in the amount of \$414,856.62. 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

As submitted. Superintendent of Finance and Planning Annette Curtis also reported that the auditors worked on preliminary field work at the Park District today.

Attorney's Report

None

Administrative/Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro also reported that there will be discussion regarding Lexington Homes during Unfinished/Ongoing Business. The City approved last night a resolution to move forward with a TIF Study.

Superintendent of Recreation – as submitted. Superintendent of Recreation Julie Caporusso reviewed the bands who will be performing at the Prospect Heights Block Party on Sat, June 27. The opening band, Straight Ethyl, is a local band from Prospect Heights. Julie reported she is on the City's Complete Census Committee and has attended meetings. The kick off for the Silver Sneakers program was held and included a Pilates and yoga demo and a bank fraud seminar.

Superintendent of Facilities and Parks – as submitted. Superintendent of Facilities and Parks Dino Squiers reported that over the holidays, staff worked on projects at GMRC and are now starting projects planned for 2020.

Director of Golf Operations – as submitted. Director of Golf Marc Heidkamp reported that staff is cleaning and painting at OCCC and getting the clubhouse ready for the season. Grounds cut down trees on the 16th Hole and thinned out as much as they thought necessary. OCCC is kicking off more special events including Fish Fry Fridays and Easter Brunch.

Recreation Supervisors – as submitted.

Unfinished/Ongoing Business**Lexington Homes**

Executive Director Christina Ferraro reported that a letter was prepared by Ancel Glink Attorney giving Lexington Homes authority to act on the Park District's behalf. Christina requested authorization to sign letter.

A motion was made by Commissioner Curtis and second by Commissioner Cloud to give Executive Director authorization to sign letter prepared by Ancel Glink Attorney giving Lexington Homes authority to act on the Park District's behalf. The motion was approved with a unanimous voice vote. The motion carried.

Feasibility Study

A conceptual plan is being created and will attend a future meeting to present plan to the board.

New Business**Authorizing FY2019 Transfers between Funds**

Superintendent of Finance and Planning Annette Curtis discussed staff recommendation to authorize transfers between individual funds.

A motion was made by Commissioner Carney and seconded by Commissioner Avery to authorize FY2019 Transfers between Funds as submitted. The motion was unanimously approved with a voice vote. The motion carried.

Resolution No. 1.28.2020**Adoption of Policy for handling complaints of sexual harassment made by elected officials against other elected officials**

A motion was made by Commissioner Jackson and seconded by Commissioner Cloud to adopt Resolution No. 1.28.2020 a Policy for handling complaints of sexual harassment made by elected officials against other elected officials. 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.

Ordinance 01.28.2020**Adoption of Combined Budget and Appropriation Ordinance 01.28.2020**

A motion was made by Commissioner Kirste and seconded by Commissioner Carney to adopt Combined Budget and Appropriation Ordinance 01.28.2020. 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.

New Business (continued)

Ordinance No. 1.28.2020A

Adoption of ordinance prohibiting the use of cannabis on Park District property or in facilities

A motion was made by Commissioner Cloud and seconded by Commissioner Jackson to adopt Ordinance No. 1.28.2020A an ordinance prohibiting the use of cannabis on Park District property or in facilities. 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.

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))

A motion was made by Commissioner Curtis and seconded by Commissioner Kriste to recess into Executive Session for the purpose of discussion of Personnel (Section 2(c) (1)) at 7:39 p.m. The motion was unanimously approved by a voice vote. The motion carried.

Reconvened open session at 7:54 p.m.

During Executive Session, Personnel was discussed. No action was taken by the Board.

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 7:55 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