

**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, JUNE 19, 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
Terry Curtis
Karl Jackson
Tim Jones
Eric Kirste
Bob Loranger

Also Present:

Christina Ferraro – Executive Director
Julie Caporusso – Superintendent of Recreation
Dino Squiers – Superintendent of Parks & Facilities
Edlyn Castil – Admin. Asst./Recording Secretary

Commissioners absent:

Vicki Carney

A quorum was present.

Pledge of Allegiance

The Pledge of Allegiance was led by Tim Jones.

Corrections/Additions/Approval of Agenda

Commissioner Jones requested for Item XIII Public Comment be moved to after Item IV Recognition/Welcome.

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

Correspondence

There was no correspondence received.

Recognition/Welcome

Resident Therese Hoesli and NWSRA Executive Director Tracey Crawford were in attendance.

Public Comment

Resident Therese Hoesli commented about the desire for an indoor walking path and the condition of the tennis courts at Lions Park.

Presentation – Tracey Crawford, NWSRA Executive Director

NWSRA Executive Director Tracey Crawford presented NWSRA's 2018 Year in Review. She provided an overview which included NWSRA's legislation and advocacy, long range planning/financial stability, staff certifications, staff longevity, staff advancement, local, state and national involvement, staff training, human resources, recruitment, programming, marketing efforts, outreach, technology, SLFS, Snoezelen Sensory Therapy and 2018 goals.

Approval of Minutes**Regular Board Meeting – May 15, 2018**

A motion was made by Commissioner Avery and seconded by Commissioner Kirste to approve the May 15, 2018 Regular Board Meeting Minutes as submitted. The motion was approved with a voice vote with one absent (Commissioner Carney). The motion carried.

Announcements (Meetings)

The next Regular Board Meeting is scheduled on July 17, 2018 at 7 p.m. at GMRC.

Park District Treasurer's Report**Approval of Cash Report**

Payroll	\$	(2,141.75)
Vendor	\$	(126,310.27)
Imprest	\$	4,659.03
General/Sweep	\$	824,574.95
ATM	\$	26,853.03
Cash Reserve	\$	351,584.69
RecTrac – Reg	\$	-
Investment	\$	3,036,603.95
Total of Cash Report	\$	4,115,823.63

A motion was made by Commissioner Curtis and seconded by Commissioner Kirste to approve the June 19, 2018 Cash Report in the amount of \$4,115,823.63. The motion was approved with a voice vote with one absent (Commissioner Carney). The motion carried.

Approval of Warrants for Payment

Vendor #5	\$	147,556.98
Vendor #5A	\$	40,638.34
Vendor #5B	\$	72,673.94
Payroll #10	5/11/18	\$ 60,678.49
Payroll #11	5/25/18	\$ 61,120.02
Total of Warrants	\$	382,357.77

A motion was made by Commissioner Curtis and seconded by Commissioner Loranger to accept Warrants for payment as submitted for Vendor Warrants # 5, 5A, 5B and Payroll 10, 11 in the amount of \$382,357.77. The motion was approved by a roll call vote.

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

Nays: None

Absent: Commissioner Carney

The motion carried.

Business Manager Report

The Fund Report was reviewed.

Attorney's Report

There was no report.

Administrative / Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro reminded the Board that the Prospect Heights Block Party is on Saturday, June 23rd. Commissioner Curtis indicated she can volunteer to sell tickets during the 4:30-7:30pm shift. There was discussion about scheduling a Parks Tour in September 2018.

Administrative / Operational Summary (continued)

Superintendent of Recreation – as submitted. Superintendent of Recreation Julie Caporusso also reported Supervisor of Recreation Olivia Shapley submitted her resignation. The Prospect Heights Parade will be on July 4th. Commissioner Avery and Commissioner Kirste and their families will be participating in the parade. Julie thanked the Prospect Heights Fire District for their help with the clean-up of the back-parking lot due to the storm.

Superintendent of Facilities and Parks – as submitted. Superintendent of Parks & Facilities Dino Squiers thanked the Prospect Heights Fire District for their assistance with the clean-up of the back-parking lot.

Director of Golf Operations – as submitted. Executive Director Christina Ferraro informed the Board that Director of Golf Operations Marc Heidkamp indicated that the special orders had a huge increase due to Taylor Made being on site.

Superintendent of Greens – as submitted.

Committees of the Board

There were none.

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

Executive Director Christina Ferraro included two OOCB banquet ads in this month's board packet. Staff is working on hiring a Banquet Manager by no later than October 2018.

Park District Appointment of Legal Counsel June 2018-May 2019

A motion was made by Commissioner Curtis and seconded by Commissioner Avery to appoint Ancel, Glink, Diamond, Bush, Dicianni & Krafthefer P.C. as Prospect Heights Park District Legal Counsel. The motion was approved by a roll call vote.

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

Nays: None

Absent: Commissioner Carney

The motion carried.

New Business**ComEd Recreational Bike Path & Prairie Lease Renewal**

There was discussion about the ComEd Recreational Bike Path & Prairie lease renewal.

A motion was made by Commissioner Curtis and seconded by Commissioner Avery to direct Executive Director Christina Ferraro to review the lease and its terms with legal counsel and move forward with the renewal. The motion was approved with a voice vote with one absent (Commissioner Carney). The motion carried.

Tax Abatement Series 2014B Bonds Ordinance 06.19.18A

A motion was made by Commissioner Jackson and seconded by Commissioner Kirste to adopt Tax Abatement Series 2014B Bonds Ordinance 06.19.18A. The motion was approved by a roll call vote.

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

Nays: None

Absent: Commissioner Carney

The motion carried.

Prevailing Wage Ordinance 06.19.18B

A motion was made by Commissioner Curtis and seconded by Commissioner Loranger to adopt Prevailing Wage Ordinance 06.19.18B. The motion was approved by a roll call vote.

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

New Business (continued)

Nays: None
Absent: Commissioner Carney
The motion carried.

Resolution Establishing a Policy for Electronic Attendance at Meetings of the Board of Commissioners of the Prospect Heights Park District 06.19.18A

A motion was made by Commissioner Avery and seconded by Commissioner Curtis to approve a Resolution establishing a policy for electronic attendance at meetings of the Board of Commissioners of the Prospect Heights Park District 06.19.18A. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Curtis, Jackson, Jones, Kirste. Loranger
Nays: None
Absent: Commissioner Carney
The motion carried.

Resolution Establishing Policy Concerning Destruction of Certain Closed Session Verbatim Records 06.19.18B

A motion was made by Commissioner Jackson and seconded by Commissioner Kirste to approve a Resolution establishing policy concerning destruction of certain closed session verbatim records 06.19.18B. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Curtis, Jackson, Jones, Kirste. Loranger
Nays: None
Absent: Commissioner Carney
The motion carried.

Recess into Executive Session

A motion was made by Commissioner Curtis and seconded by Commissioner Jackson to 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)) at 8:05 p.m. The motion was approved with a voice vote with one absent (Commissioner Carney). The motion carried.

Reconvene to Open Session

Open session reconvened at 8:20 p.m. During Executive Session Personnel was discussed.

Possible Action on Matters Discussed in Executive Session

No action was taken.

Adjournment

With no further business to discuss a motion was made by Commissioner Loranger and seconded by Commissioner Curtis to adjourn the Regular Board Meeting at 8:25 p.m. The motion was approved by a voice vote with one absent (Commissioner Carney). The motion carried.

Respectfully Submitted,
Edlyn Castil, Recording Secretary

Secretary: _____
Ellen Avery, Prospect Heights Park District Secretary