

**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 16, 2017**

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
Karl Jackson
Tim Jones
Bob Loranger
Mark Malouf

Also Present:

Christina Ferraro – Executive Director
Julie Caporusso – Superintendent of Recreation
Dino Squiers – Superintendent of Parks & Facilities
Marc Heidkamp – Director of Golf
Scott Devlin – Business Manager
Edlyn Castil – Admin. Asst./Recording Secretary
Jim Lennon – Park Attorney

Commissioners absent:

None

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 Loranger to approve the agenda as submitted. The motion was unanimously approved with a voice vote. The motion carried.

Correspondence

There were none.

Recognition/Welcome

Abdullah Khan of Knutte & Associates Inc, resident Jane Malouf and incoming Board Commissioner Eric Kirste were present.

Special Presentation

Executive Director Christina Ferraro and the Board of Commissioners thanked Commissioner Mark Malouf for his years of service as Park Board Commissioner and Jim Lennon for his many years of service as Park Attorney.

April 2017 Elected Officials Oath of Office

Park Attorney Jim Lennon gave Tim Jones, Karl Jackson and Eric Kirste the Oath of Office.

Presentations

PDRMA 2016 Accreditation Award Presentation

This item is rescheduled for June 20, 2017.

Presentations (continued)**2016 Knutte & Associates Audit Presentation/Approval**

Abdullah Khan of Knutte & Associates Inc reviewed the 2016 Audit Management Letter and highlighted sections of the Comprehensive Annual Financial Report year ended December 31, 2016.

A motion was made by Commissioner Jackson and seconded by Commissioner Carney to accept the 2016 Audit performed by Knutte & Associates Inc as submitted. The motion was unanimously approved with a roll call vote.

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

Nays: None

Absent: None

The motion carried.

Approval of Minutes**Regular Board Meeting – April 18, 2017**

A motion was made by Commissioner Loranger and seconded by Commissioner Avery to approve the April 18, 2017 Regular Board Meeting as submitted. The motion was unanimously approved with a voice vote. The motion carried.

Announcements (Meetings)

A Committee of the Whole Meeting Parks Tour will be held on 5/25/17 at OOC and Regular Board Meeting will be held on 6/20/16 at 7:00 p.m. at GMRC.

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

Mt Pros State	Payroll	#90001511	Sweep Acct.	Outstanding checks	\$	(6,813.68)
Mt Pros State	Vendor	#90001503			\$	(43,833.63)
Mt Pros State	Imprest	#90001529	Sweep Acct.	Outstanding checks	\$	5,000.00
Mt Pros State	General/Sweep	#90001498			\$	308,755.37
Mt Pros State	ATM	#90001537	Combined Bal – Account and ATM Machine		\$	25,598.00
Mt Pros State	Cash Reserves	#90001545			\$	350,632.47
Mt Pros State	Class – Reg.	#90002787	Sweep Acct.	Deposit in transit	\$	-
Mt Pros State	Investment	#107503657			\$	3,502,922.45
				Totals	\$	4,142,260.98

A motion was made by Commissioner Carney and seconded by Commissioner Loranger to accept the Treasurer's Report – Cash Report #5 dated May 16, 2017 in the amount of \$4,142,260.98. The motion was unanimously approved with a voice vote. The motion carried.

Approval of Warrants for Payment

Vendor #4		\$	24,175.35
Vendor #4A		\$	56,804.36
Vendor #4B		\$	24,630.90
Vendor #4C		\$	30,044.79
Vendor #4D	Electronic	\$	42,919.30
Payroll #8	04/14/17	\$	57,915.89
Payroll #9	04/28/17	\$	58,782.13
Refund #4	April	\$	88.00
	Total of Warrants	\$	295,360.72

A motion was made by Commissioner Carney and seconded by Commissioner Avery to accept Warrants for payment as submitted for Vendor Warrants # 4, 4A, 4B, 4C, 4D, Payroll 8, 9 and

Park District Treasurer's Report (continued)

Refund #4 in the amount of \$295,360.72. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: None

The motion carried.

Business Manager Report

YTD Fund Summary – as submitted. Business Manager Scott Devlin commented

Attorney's Report

Legal Matters – As submitted.

Administrative / Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro discussed a few incidents with residents mowing grass and using herbicides on plants at restoration sites. There was discussion about enforcing the Park District ordinances and additional signage. Christina provided an update about the ComEd Green Region Program for Nature Project in Lions Park. Greenplay and Greenberg Farrow were on site the week of May 8th and conducted focus groups, stakeholder and staff meetings. A survey will be developed and distributed to the community in June.

Superintendent of Recreation – as submitted.

Superintendent of Facilities and Parks – as submitted.

Director of Golf Operations – as submitted.

Superintendent of Greens – as submitted.

Administrative/Operational Summary – There were none.

Committees of the Board

- **Committee of the Whole**
Chairman Tim Jones, Sub Chair Terry Curtis – No report.
- **Finance Committee**
Chairman Vicki Carney, Sub Chair Tim Jones – No report.
- **OCC Programs, Facilities Grounds & Maintenance Committee**
Sub Chair Bob Loranger – No report.
- **Personnel & Planning Committee**
Chairman Bob Loranger, Sub Chair Vicki Carney – No report.
- **Policy & Procedure Committee**
Chairman Terry Curtis, Sub Chair Karl Jackson – No report.
- **Recreation Facilities, Parks & Maintenance Committee**
Chairman Tim Jones – No report.
- **Recreation Programs & Resident Relations Committee**
Chairman Karl Jackson – No report.

Public Comment

There were none.

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

No new report. This is an ongoing item and will be brought back at the June Board meeting.

New Business

School District Park District Cooperation Agreement

This item will be brought back on the Agenda at the June 20, 2017 Board Meeting.

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 Approval of Minutes (Section 2(c) (21)) and Land Acquisition (Section 2(c) (5/6)) at 7:58 p.m. The motion was unanimously approved with a voice. The motion carried.

Reconvene to Open Session

Open session reconvened at 8:21 p.m. During Executive Session Approval of Minutes and Land Acquisition were discussed.

Possible Action on Matters Discussed in Executive Session

Minutes from closed session meetings were reviewed and determined that the minutes no longer require confidentiality and should be made available for public inspection.

Commissioner Carney moved to approve the executive session meeting minutes for December 2015 – March 2017. Commissioner Loranger seconded the motion and the meeting minutes were approved with a unanimous voice vote. The motion carried.

Adjournment

With no further business to discuss a motion was made by Commissioner Carney and seconded by Commissioner Kirste to adjourn the Regular Board Meeting at 8:28 p.m. The motion was unanimously approved with a voice vote. The motion carried.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

Secretary: _____
Tim Jones, Prospect Heights Park District