

**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 21, 2016**

**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:

Terry Curtis  
Lisa Gould  
Karl Jackson  
Tim Jones  
Bob Loranger  
Mark Malouf (arrived at 7:02 p.m.)

Also Present:

Christina Ferraro – Executive Director  
Dino Squiers – Superintendent of Facilities & Parks  
Julie Caporusso – Superintendent of Recreation  
Laura Fudala – Supervisor of Recreation  
Scott Devlin – Business Manager  
Jim Lennon – Park Attorney  
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**

A motion was made by Commissioner Gould and seconded by Commissioner Jackson to approve the agenda as submitted. The motion was unanimously approved with a voice vote with two absent (Commissioners Carney, Malouf). The motion carried.

**Correspondence**

Correspondence received was the Park District Risk Management (PDRMA) 2015 annual report.

**Recognition/Welcome**

Guests Sean McMillion and Daniella Sanchez, and Residents Agnes Wojnarski, Dana Sieverton, Peter Hahn and Mary Ellen Siemens were in attendance.

**Approval of Minutes**

**Regular Board Meeting – May 17, 2016**

A motion was made by Commissioner Loranger and seconded by Commissioner Curtis to approve the May 17, 2016 Regular Board Meeting Minutes as submitted. The motion was unanimously approved with a voice vote with two absent (Commissioners Carney, Malouf). The motion carried.

**Committee of the Whole Meeting – May 18, 2016**

A motion was made by Commissioner Curtis and seconded by Commissioner Gould to approve the May 18, 2016 Committee of the Whole Meeting Minutes as submitted. The motion was unanimously approved with a voice vote with two absent (Commissioners Carney, Malouf). The motion carried.

**Announcements (Meetings)**

A Regular Board Meeting will be held on 07/19/16 at 7:00 pm at GMRC.

*Commissioner Malouf arrived at 7:02 p.m.*

**Special Presentation: University of Wisconsin – Madison**

Executive Director Christina Ferraro provided the background with the selection process of UW-Madison Dept. of Landscape Architecture student Sean McMillion Somerset Park capstone project. Sean provided a power point presentation about the Somerset Park capstone project. He discussed the crossroads that meet at Somerset Park, concerns, global issues, project concept, vision, goals and site design. The walking paths would consist of the same material as the bike path. The project could be created/developed in stages. Should there be infinite resources, the project would take less than a year to create/develop. The Board was impressed with the proposed project and thanked Sean for creating this project.

**Park District Treasurer's Report****Cash Report #6**

Mt Pros State	Payroll	#90001511	Sweep Acct.	Outstanding checks	\$ (5,185.75)
Mt Pros State	Vendor	#90001503			\$ (48,468.04)
Mt Pros State	Imprest	#90001529	Sweep Acct.	Outstanding checks	\$ 5,000.00
Mt Pros State	General/Sweep	#90001498			\$ 1,166,835.48
Mt Pros State	ATM	#90001537	Combined Bal – Account and ATM Machine		\$ 25,895.53
Mt Pros State	Cash Reserves	#90001545			\$ 349,832.74
Mt Pros State	Class – Reg.	#90002787	Sweep Acct.	Deposit in transit	\$ -
Mt Pros State	Investment	#107503657			\$ 2,308,506.70
Totals					\$ 3,802,416.66

A motion was made by Commissioner Malouf and seconded by Commissioner Gould to accept the Treasurer's Report – Cash Report #6 dated June 21, 2016 in the amount of \$3,802,416.66. The motion was unanimously approved with a voice vote with one absent (Commissioner Carney). The motion carried.

**Approval of Warrants for Payment**

Vendor #5	05/05/16	\$ 33,392.39
Vendor #5A	05/12/16	\$ 49,695.09
Vendor #5B	05/20/16	\$ 46,655.43
Vendor #5C	05/27/16	\$ 71,119.37
Vendor #5D	Electronic	\$ 19,375.01
Payroll #10	05/13/18	\$ 60,605.49
Payroll #11	05/27/16	\$ 62,834.49
Refund #5	May	\$ 678.00
Total of Warrants		\$ 344,355.27

A motion was made by Commissioner Loranger and seconded by Commissioner Malouf to accept Warrants for payment as submitted for Vendor Warrants # 5, 5A, 5B, 5C, 5D, Payroll 10 and 11 and Refund #5 in the amount of \$344,355.27. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Curtis, Gould, Jackson, Jones, Loranger, Malouf

Nays: None

Absent: Commissioner Carney

The motion carried.

**Business Manager Report**

**YTD Fund Summary** – as submitted. Business Manager Scott Devlin commented that the YTD Fund Summary dates should be corrected from 4/30/2016 to 5/31/2016. He also highlighted that the Golf course had a good month in May.

**Attorney's Report**

**Legal Matters** – Attorney Jim Lennon reported there were no other matters other than what was presented on the agenda.

**Administrative / Operational Summary**

**Executive Director** – as submitted. Executive Director Christina Ferraro also reported that the Community Day & Park District 50<sup>th</sup> Anniversary Celebration weekend were well attended and very successful. Summer Camp stated and Lions Pool is open for the summer. Supervisor of Recreation Olivia Shapley has done an outstanding job. Christina will provide a Capital Plan quarterly update at the next meeting. A couple areas that were discussed by Staff that is related to the 2017 Budget planning are the possible property tax freeze and new labor laws. Christina, Scott and Edlyn have been interviewing IT services, a network evaluation was completed and the Park District will be moving forward with new IT services in July. Christina introduced Daniella Sanchez, Natural Resources Commission Intern.

**Superintendent of Recreation** – as submitted. Superintendent of Recreation Julie Caporusso stated she was very pleased with the Park District's 50<sup>th</sup> Anniversary Celebration weekend. The Park District will be participating in the Prospect Heights 4<sup>th</sup> of July Parade. Anyone interested in riding on the Park District float/trailer should inform Julie.

**Superintendent of Facilities and Parks** – as submitted. Superintendent of Facilities and Parks Dino Squiers reported the Park District has experienced some vandalism and has addressed it. The GMRC air conditioning went out and Staff is currently working on repairing it.

**Director of Golf Operations** – as submitted.

**Superintendent of Greens** – as submitted.

**Administrative/Operational Updates** – Supervisor of Recreation Laura Fudala reviewed the KinderStop Departmental Summary and Preschool Departmental Summary. Laura provided an overview of the past school year. She would like to offer more morning Preschool classes but is limited due to the space available at GMRC to hold additional classes.

**Committees of the Board**

**Committee of the Whole:** Chairman Lisa Gould, Sub Chair Terry Curtis – No report.

**Finance Committee:** Chairman Vicki Carney, Sub Chair Tim Jones – The Finance Committee reviewed their Goals and Objectives for 2016-2017.

**OCC Programs, Facilities Grounds & Maintenance Committee:** Chairman Mark Malouf, Sub Chair Bob Loranger – No report.

**Personnel & Planning Committee:** Chairman Bob Loranger, Sub Chair Vicki Carney – The Personnel & Planning Committee reviewed their Goals and Objectives for 2016-2017.

**Policy & Procedure Committee:** Chairman Terry Curtis, Sub Chair Karl Jackson – No report.

**Committees of the Board (continued)**

**Recreation Facilities, Parks & Maintenance Committee:** Chairman Tim Jones, Sub Chair Lisa Gould – No report.

**Recreation Programs & Resident Relations Committee:** Chairman Karl Jackson, Sub Chair Mark Malouf – No report.

**Public Comment**

There were none.

**Unfinished/Ongoing Business**

**Approval of revised Investment Policy** – Business Manager Scott Devlin reviewed the revised Investment Policy.

A motion was made by Commissioner Jackson and seconded by Commissioner Loranger to approve the revised Investment Policy. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Curtis, Gould, Jackson, Jones, Loranger, Malouf

Nays: None

Absent: Commissioner Carney

The motion carried.

**Proposal of Naming Park Property Policy**

A motion was made by Commissioner Jackson and seconded by Commissioner Malouf to table the Naming Park Property Policy. The motion was unanimously approved with a voice vote with one absent (Commissioner Carney). The motion carried.

**New Business**

**Tax Abatement Ordinance Park Bonds 06.21.16**

A motion was made by Commissioner Jackson and seconded by Commissioner Gould to adopt the Tax Abatement Ordinance Park Bonds 06.21.16. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Curtis, Gould, Jackson, Jones, Loranger, Malouf

Nays: None

Absent: Commissioner Carney

The motion carried.

**Recess into Executive Session**

A motion was made by Commissioner Malouf and seconded by Commissioner Loranger 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)) and Litigation (Section 2(c) (11)) at 8:00 pm. The motion was unanimously approved with a voice vote with one absent (Commissioner Carney). The motion carried.

**Reconvene to Open Session**

Open session reconvened at 9:00 p.m. During Executive Session Personnel and Litigation were discussed.

**Possible Action on Matters Discussed in Executive Session**

Attorney Jim Lennon was directed to contact Michael Choi, the attorney representing Midori, requesting the financials again.

Executive Director Christina Ferraro announced the Coordinator of Youth Educational Programs is a new full time position and will be posted internally.

**Adjournment**

With no further business to discuss a motion was made by Commissioner Jackson and seconded by Commissioner Curtis to adjourn the Regular Board Meeting at 9:05 p.m. The motion was unanimously approved with a voice with one absent (Commissioner Carney). The motion carried.

Respectfully Submitted,  
Edlyn Castil  
Recording Secretary

Secretary: \_\_\_\_\_

M. Malouf, Prospect Heights Park District Secretary