

**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, JULY 19, 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:

Vicki Carney

Terry Curtis

Lisa Gould

Tim Jones

Bob Loranger

Also Present:

Christina Ferraro – Executive Director

Dino Squiers – Superintendent of Facilities & Parks

Julie Caporusso – Superintendent of Recreation

Jim Lennon – Park Attorney

Edlyn Castil – Admin. Asst./Recording Secretary

Commissioners absent:

Karl Jackson

Mark Malouf

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 with two absent (Commissioners Jackson, Malouf). The motion carried.

Correspondence

There was none.

Recognition/Welcome

Residents Kathy Nowicki and James Fennig were in attendance.

Approval of Minutes

Regular Board Meeting – June 21, 2016

A motion was made by Commissioner Loranger and seconded by Commissioner Gould to approve the June 21, 2016 Regular Board Meeting Minutes as submitted. The motion was unanimously approved with a voice vote with two absent (Commissioners Jackson, Malouf). The motion carried.

Announcements (Meetings)

A Regular Board Meeting will be held on 08/16/16 at 7:00 pm at GMRC.

Special Presentation: Lisa Gould

Executive Director Christina Ferraro presented Commissioner Lisa Gould with a gift for her service to the Prospect Heights Park District Board of Commissioners. The Board and Staff thanked Lisa for her time and dedication to the Park District.

Park District Treasurer's Report**Cash Report #7**

Mt Pros State	Payroll	#90001511	Sweep Acct.	Outstanding checks	\$	(7,366.46)
Mt Pros State	Vendor	#90001503			\$	(102,580.95)
Mt Pros State	Imprest	#90001529	Sweep Acct.	Outstanding checks	\$	5,000.00
Mt Pros State	General/Sweep	#90001498			\$	1,167,971.59
Mt Pros State	ATM	#90001537	Combined Bal – Account and ATM Machine		\$	25,315.53
Mt Pros State	Cash Reserves	#90001545			\$	349,904.43
Mt Pros State	Class – Reg.	#90002787	Sweep Acct.	Deposit in transit	\$	-
Mt Pros State	Investment	#107503657			\$	2,308,506.70
					Totals	\$ 3,746,750.84

A motion was made by Commissioner Carney and seconded by Commissioner Loranger to accept the Treasurer's Report – Cash Report #7 dated July 19, 2016 in the amount of \$3,746,750.84. The motion was unanimously approved with a voice vote with two absent (Commissioners Jackson, Malouf). The motion carried.

Approval of Warrants for Payment

Vendor #6	06/02/16	\$	28,767.88
Vendor #6A	06/10/16	\$	24,006.99
Vendor #6B	06/16/16	\$	25,007.35
Vendor #6C	06/25/16	\$	111,073.74
Vendor #6D	Electronic	\$	19,375.01
Payroll #12	06/10/18	\$	59,132.70
Payroll #13	06/24/16	\$	93,050.16
Refund #6	June	\$	1,781.00
Total of Warrants		\$	362,194.83

A motion was made by Commissioner Carney and seconded by Commissioner Curtis to accept Warrants for payment as submitted for Vendor Warrants # 6, 6A, 6B, 6C, 6D, Payroll 12 and 13 and Refund #6 in the amount of \$362,194.83. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Carney, Curtis, Gould, Jones, Loranger

Nays: None

Absent: Commissioners Jackson, Malouf

The motion carried.

Business Manager Report

YTD Fund Summary – as submitted.

Attorney's Report

Legal Matters – Attorney Jim Lennon reported the Park District has received from Midori their tax return related to 2013 and 2014. The information was sent to Executive Director Christina Ferraro for review.

Administrative / Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro also reported that the Park District received the \$10,000 ComEd Grant to build a nature center outside GMRC. She will be getting quotes related to grad student Sean McMillion's proposed project for Somerset Park and will apply for additional grants. Christina spoke with the City Administrator Joe Wade regarding the City's Natural Resources Commission's projects on park district property.

Administrative / Operational Summary (continued)

With the absence of Business Manager Scott Devlin, Christina reported on his behalf that the Pool revenue is up \$5,000 from last year. OOC revenue is up \$5,000 from last year. Camp revenue is down \$22,000 from last year. Superintendent of Recreation Julie Caporusso clarified that the revenue is down due to the effect of the District 23 Teacher strike and the new Performing Arts camp revenue is reflected in a different Department. Christina will discuss with Scott and obtain updated totals and forward the information to the board.

Superintendent of Recreation – as submitted. Superintendent of Recreation Julie Caporusso reported the second Ellis aquatic audit was completed and was proud to report they received “Exceeds” ratings. Julie thanked everyone who participated in the City’s 4th of July Parade.

Superintendent of Facilities and Parks – as submitted. Superintendent of Facilities and Parks Dino Squiers reported the Lions Park playground is almost complete and the GMRC rear air conditioning unit is about 2-3 weeks from being complete.

Director of Golf Operations – as submitted. Executive Director Christina Ferraro reported that Doug Brazeau was nominated and named the Illinois PGA Junior Leader for the 2016 season. Once the honor is officially announced, the Park District will print a press release and post on social media sites in the fall.

Superintendent of Greens – as submitted.

Administrative/Operational Updates – There were none.

Committees of the Board

Committee of the Whole: Tim Jones will replace Lisa Gould as Chairman. Sub Chair Terry Curtis – No report.

Finance Committee: Chairman Vicki Carney, Sub Chair Tim Jones – No report.

OOC 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 Committee has received resumes/cover letters from six candidates for the vacant Commissioner position. Commissioners are to address any questions they may have to the Committee. Christina was asked to schedule half-hour interviews with the candidates to be held in Executive Session during Committee of the Whole meetings to be scheduled on 8/9/16 and 8/10/16. Committee of the Whole meetings will be held at the Park District Administrative office.

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

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

PHWYBS President James Fennig commented about filtration/drainage issues with McDonald and Lions Fields. He discussed the three proposals he received related to the work that needed to be done

Public Comment (continued)

at each field and the costs related to the project. PHWYBS is willing to pay 20% of the cost and is seeking 80% from the Park District.

Unfinished/Ongoing Business

Resolution to accept policy related to the naming Park Property

The draft policies were reviewed and there was discussion. The Board preferred the Draft 2 version of the policy. There were a couple corrections/changes that need to be made. Commissioner Curtis will make the changes and submit the updated draft by 8/10/16. Draft 3 will be included on next month's agenda. Park Attorney Jim Lennon is to review the proposed policy.

Park Board of Commissioners Vacancy

This item was discussed during the Committees of the Board.

New Business

Prevailing Wage Ordinance 07.19.16

A motion was made by Commissioner Carney and seconded by Commissioner Loranger to adopt the Prevailing Wage Ordinance 07.19.16 as submitted. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Carney, Curtis, Gould, Jones, Loranger

Nays: None

Absent: Commissioners Jackson, Malouf

The motion carried.

Naming Vicki Carney Secretary Pro Tem for the 07.19.16 Regular Board Meeting

A motion was made by Commissioner Curtis and seconded by Commissioner Loranger to name Vicki Carney Secretary Pro Tem for the 07.19.16 Regular Board Meeting. The motion was unanimously approved with a voice vote with two absent (Commissioners Jackson, Malouf). The motion carried.

Recess into Executive Session

A motion was made by Commissioner Loranger and seconded by Commissioner Curtis 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 8:02 pm. The motion was unanimously approved with a voice vote with two absent (Commissioners Jackson, Malouf). The motion carried.

Reconvene to Open Session

Open session reconvened at 8:50 pm. During Executive Session Personnel was discussed.

Possible Action on Matters Discussed in Executive Session

Open session reconvened at 8:50 p.m. During Executive Session Personnel was discussed. A full time marketing coordinator position will be posted within the next few months.

Adjournment

With no further business to discuss a motion was made by Commissioner Carney and seconded by Commissioner Curtis to adjourn the Regular Board Meeting at 8:55 pm. The motion was unanimously approved with a voice with two absent (Commissioners Jackson, Malouf). The motion carried.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

Secretary: _____
M. Malouf, Prospect Heights Park District Secretary