

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE COMMISSIONERS AND OFFICERS  
OF THE PROSPECT HEIGHTS PARK DISTRICT  
VIRTUAL MEETING  
ZOOM MEETING ID: 961 4730 8391 PASSWORD: 624969  
TUESDAY, OCTOBER 27, 2020**

**Call to Order**

**Roll Call**

Commissioner Jones called the Regular Board Meeting of the Prospect Heights Park District to order at 7:01 p.m.

Commissioners present:

Vicki Carney

Betty Cloud

Karl Jackson

Tim Jones

Eric Kirste (arrived at 7:02 p.m.)

Also Present:

Christina Ferraro – Executive Director

Julie Caporusso – Superintendent of Recreation

Dino Squiers – Superintendent of Facilities & Parks

Marc Heidkamp – Director of Golf Operations

Annette Curtis – Superintendent of Finance & Planning

Edlyn Castil – Admin Services Mgr./Recording Secretary

Commissioners absent:

Ellen Avery

A quorum was present.

Commissioner Jones led the Pledge of Allegiance.

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

**Corrections/Additions/Approval of Agenda**

A motion was made by Commissioner Carney and seconded by Commissioner Cloud to approve the agenda as submitted. The motion was approved by a roll call vote.

Ayes: Commissioners Carney, Cloud, Jackson, Jones, Kirste

Nays: None

Abstain: None

Absent: Commissioner Avery

The motion carried.

**Correspondence**

There was none.

**Recognition/Welcome**

There were no guest presenters in attendance.

**Public Comment**

There were none.

**Presentation**

Superintendent of Finance and Planning Annette Curtis presented the newly created Prospect Heights Parks Foundation. Annette explained the purpose of the Parks Foundation is to be the fundraising arm of the Prospect Heights Park District. It is a separate entity from the Park District. She reviewed the Parks Foundation's Mission, Vision and Values. At this time, the filing of the Articles of Incorporation have been filed with the state and the Parks Foundation has received its FEIN. The Inaugural Board will be meeting on 10/28/20 to approve the Articles of Incorporation, By-Laws and Memo of Understanding with the Park District.

**Approval of Minutes****Regular Board Meeting – September 22, 2020**

A motion was made by Commissioner Cloud and seconded by Commissioner Carney to approve the September 22, 2020 Regular Board Meeting Minutes as submitted. The motion was approved by a roll call vote.

Ayes: Commissioners Carney, Cloud, Jones, Kirste

Nays: None

Abstain: Commissioner Jackson

Absent: Commissioner Avery

The motion carried.

**Acceptance of Minutes****GMRC Feasibility Study Taskforce Meetings – September 1 and 14, 2020**

A motion was made by Commissioner Cloud and seconded by Commissioner Carney to approve the September 1, 2020 and September 14, 2020 GMRC Feasibility Study Taskforce Meeting Minutes as submitted. The motion was approved by a roll call vote.

Ayes: Commissioners Carney, Cloud, Jackson, Jones, Kirste

Nays: None

Abstain: None

Absent: Commissioner Avery

The motion carried.

**Announcements (Meetings)**

The next regular Board meeting will be held on November 17, 2020 7:00 p.m.

**Park District Treasurer's Report****Cash Report #9**

Payroll	Checking/sweep	\$	(1,113.64)
Vendor	Checking/sweep	\$	(40,896.54)
General/Sweep	Checking	\$	2,033,607.20
ATM	Checking	\$	26,613.03
Investment	Checking	\$	2,471,320.74
CD Investment	Maturity 1.8.2021	\$	356,981.03
		Totals	\$ 4,846,511.82

A motion was made by Commissioner Carney and seconded by Commissioner Cloud to accept the Treasurer's Report – Cash Report #9 dated October 27, 2020 in the amount of \$4,846,511.82.

The motion was approved by a roll call vote.

Ayes: Commissioners Carney, Cloud, Jackson, Jones, Kirste

Nays: None

Abstain: None

Absent: Commissioner Avery

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 #9, 9A, and Payroll 19, 20 in the amount of \$306,949.31. The motion was approved by a roll call vote.

Ayes: Commissioners Carney, Cloud, Jackson, Jones, Kirste

Nays: None

Abstain: None

Absent: Commissioner Avery

The motion carried.

**Superintendent of Finance and Planning Report**

As submitted. Commissioner Carney asked if there were any other financial commitments with the OCCC Electrical Project. Annette replied that she is monitoring the project budget and can provide that information to Commissioner Carney. Finance Committee will be meeting on November 3<sup>rd</sup> to discuss the levy and projected year-end numbers. The Truth in Taxation for levy year 2020 will be presented to the Board at the November Board meeting and the final ordinance will be presented in December. On December 8<sup>th</sup> the budget will be presented to the Finance Committee and then to the Board at the December Board meeting.

**Attorney's Report**

There was none.

**Administrative/Operational Summary**

**Executive Director** – as submitted. Executive Director Christina Ferraro encouraged the Board to visit Lions Park and see the Fall Scarecrows Art exhibit. Staff continues to watch the state's Covid19 metrics and prepare for adjustments to follow the restrictions.

**Superintendent of Recreation** – as submitted.

**Superintendent of Facilities and Parks** – as submitted.

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

**Recreation Supervisors** – as submitted.

**Unfinished/Ongoing Business****GMRC Feasibility Study Process Update**

Executive Director Christina Ferraro reported she and Annette Curtis met with other park districts to discuss their processes to rebuild or renovate community centers. She and Annette also spoke with a few companies and learned the Park District really needs to contract professional services to develop an educational campaign surrounding the rebuild or renovation of the recreation center.

**Consideration of Agreement for Exchange of Land at/adjacent to Muir Park**

Commissioner Jones reported that he and Commissioner Avery met with the Lexington team to discuss a potential land swap. The Board will review proposed park conceptual designs and waiting for final City action on the 69 unit development before the Board discusses the potential land swap. More discussion to follow in the coming months.

**New Business****Approval Resolution 10.27.2020A: Intergovernmental and subrecipient agreement for Coronavirus Relief Funds with Cook County**

Superintendent of Finance and Planning Annette Curtis explained Cook County opened the "relief fund" application process for park districts to apply for up to \$5,000 in reimbursement in COVID19 related expenditures. Annette is recommending approval of Resolution

A motion was made by Commissioner Jackson and seconded by Commissioner Cloud to approve Resolution 10.27.2020A: Intergovernmental and subrecipient agreement for Coronavirus Relief Funds with Cook County. The motion was approved by a roll call vote.

Ayes: Commissioners Carney, Cloud, Jackson, Jones, Kirste

Nays: None

Abstain: None

Absent: Commissioner Avery

The motion carried.

**New Business (continued)**

**Approval Ordinance 10.27.2020 providing for the issue of approximately \$620,260 General Obligation Limited Tax Park Bonds, Series 2020, of the District for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District, for the payment of certain outstanding bonds of said Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof**

Superintendent of Finance and Planning Annette Curtis explained these are the rollover bonds and proceeds are used to address debts and Capital needs. The District worked with the Mount Prospect State Bank on private placement. Staff is recommending approval of Ordinance 10.27.2020 providing for the issue of approximately \$620,260 General Obligation Limited Tax Park Bonds, Series 2020.

A motion was made by Commissioner Carney and seconded by Commissioner Cloud to approve approval Ordinance 10.27.2020 providing for the issue of approximately \$620,260 General Obligation Limited Tax Park Bonds, Series 2020, of the District for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District, for the payment of certain outstanding bonds of said Park District, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof. The motion was approved by a roll call vote.

Ayes: Commissioners Carney, Cloud, Jackson, Jones, Kirste

Nays: None

Abstain: None

Absent: Commissioner Avery

The motion carried.

**Committees of the Board**

There were no reports.

**Adjournment**

With no further business to discuss, a motion was made by Commissioner Cloud and seconded by Commissioner Kirste to adjourn the Regular Board Meeting at 7:36 p.m. The motion was approved by a roll call vote.

Ayes: Commissioners Carney, Cloud, Jackson, Jones, Kirste

Nays: None

Abstain: None

Absent: Commissioner Avery

The motion carried.

Respectfully Submitted,  
Edlyn Castil, Recording Secretary

Secretary: \_\_\_\_\_  
Ellen Avery, Prospect Heights Park District Secretary