

**MINUTES OF THE REGULAR BOARD MEETING
OF THE COMMISSIONERS AND OFFICERS
OF THE PROSPECT HEIGHTS PARK DISTRICT
VIRTUAL MEETING
ZOOM MEETING ID: 958 9785 3034 PASSCODE: 753080
TUESDAY, FEBRUARY 23, 2021**

Call to Order

Roll Call

Commissioner 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

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

Annette Curtis – Superintendent of Finance & Planning

Edlyn Castil – Admin Services Mgr./Recording Secretary

A quorum was present.

Corrections/Additions/Approval of Agenda

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

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

Nays: None

Abstain: None

Absent: Commissioner Kirste

The motion carried.

Commissioner Kirste arrived at 7:02 p.m.

Correspondence

There were none.

Recognition/Welcome

Commissioner Jones welcomed the participants who were virtually in attendance.

Presentation

Dana Sievertson and Agnes Wojnarski of the Prospect Heights Natural Resources Commission presented an overview of a Boardwalk Project for the Prospect Heights Slough. NRC's plan was to enhance the public enjoyment and accessibility of the Slough and Hillcrest Lake. They noted that increasing trails and connectivity is also a focus of the Park District's Master Plan. The one remaining key piece of the project is the creation of a boardwalk system to provide increased access in the portions of the Nature Trail that are prone to reduced foot traffic after rain events. The proposed Boardwalk Project looks to address that issue and provide a solution to that problem. The project is looking to create approximately 400 linear feet of boardwalk. The boardwalk would sit on the ground and be tethered in place by anchored posts so the system would be allowed to rise and fall with the water level but moored in its original position. The project is being proposed as an Eagle Scout project with fabrication and installation completed under the supervision of the NRC and the Scouts. NRC is asking for the Park District to approve the project and participate in the application for a Com Ed/Green Regions grant and contribute \$500 to the

Presentation (continued)

project along with the City. The presentation was also presented to the City of Prospect Heights City Council on 2/22/21 and the project was approved 5-0. The Commissioners expressed concern about the Park District's liability. Dana and Executive Director Christina Ferraro addressed the concerns related to the concerns about liability. This item will be placed on the 03/23/21 agenda for continued discussion and approval.

Public Comment

There were none.

Approval of Minutes**Public Hearing: Budget and Appropriation Ordinance Minutes – January 26, 2021**

A motion was made by Commissioner Cloud and seconded by Commissioner Avery to approve the January 26, 2021 Public Hearing: Budget and Appropriation Ordinance Minutes as submitted. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

Regular Board Meeting – January 26, 2021

A motion was made by Commissioner Carney and seconded by Commissioner Kirste accept the January 26, 2021 Regular Board Meeting Minutes as submitted. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

Announcements (Meetings)

The next regular board meeting will be held on March 23, 2021 7:00 p.m.

Park District Treasurer's Report**Cash Report #2**

Payroll	Checking/sweep	\$	(53.33)
Vendor	Checking/sweep	\$	(27,051.26)
General/Sweep	Checking	\$	1,012,801.33
ATM	Checking	\$	26,853.00
Investment	Checking	\$	2,149,213.27
Cash Reserve	Checking	\$	359,242.80
	Totals	\$	3,521,005.81

A motion was made by Commissioner Carney and seconded by Commissioner Cloud to accept the Treasurer's Report – Cash Report #2 dated February 23, 2021 in the amount of \$3,521,005.81. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

Park District Treasurer's Report (continued)

Approval of Warrants for Payment

A motion was made by Commissioner Carney and seconded by Commissioner Kirste to accept Warrants for payment as submitted for Vendor Warrants #1, 1A, and Payroll 1, 2 in the amount of \$342,471.91. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

Superintendent of Finance and Planning Report

As submitted.

Attorney's Report

There was none.

Administrative/Operational Summary

Executive Director – as submitted.

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

Consideration of Agreement for Exchange of Land at/adjacent to Muir Park (no action)

Commissioner Jones reported that the subcommittee has met a couple times. They are watching the TIF progress. Executive Director Christina Ferraro looking to move forward to get feedback from the Muir Park neighbors.

New Business

Approval of transfers between funds in FY2020

Superintendent of Finance and Planning Annette Curtis explained that the 2020 approved budget included transfers between funds. The final numbers are slightly different than budget and staff is recommending transfers between individual funds.

A motion was made by Commissioner Cloud and seconded by Commissioner Kirste to approve the transfers between funds in FY2020 as submitted. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

New Business (continued)

Board Vacancy

Commissioner Jones explained that with Commissioner Carney's resignation from the board, the board is seeking to fill that vacancy. Resident Steve Messer has expressed interest in serving on the Board. Steve will be interviewed by the Board during Executive Session.

Committees of the Board

There were no reports.

Recess into Executive Session

A motion was made by Commissioner Jackson and seconded by Commissioner Kirste to recess into Executive Session in accordance with the Open Meetings Act In accordance with the Open Meetings Act (5ILCS 1220/2 Section 2A Subsection C.3) for the purpose of discussion of the selection of a person to fill a public office including a vacancy in a public office at 7:44 p.m. The motion was unanimously approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

Reconvene to Open Session

A motion was made by Commissioner Jackson and seconded by Commissioner Kirste to reconvene open session at 8:04 p.m.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

During Executive Session the selection of a person to fill a public office including a vacancy in a public office was discussed. No action will be taken at this time.

Adjournment

With no further business to discuss, a motion was made by Commissioner Kirste and seconded by Commissioner Carney to adjourn the Regular Board Meeting at 8:08 p.m. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

Respectfully Submitted,
Edlyn Castil, Recording Secretary

Secretary: _____
Betty Cloud, Prospect Heights Park District Secretary