

**MINUTES OF THE 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, APRIL 27, 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  
Betty Cloud  
Tim Jones  
Eric Kirste

Also Present:

Christina Ferraro – Executive Director  
Julie Caporusso – Superintendent of Recreation  
Dino Squiers – Superintendent of Facilities & Parks  
Annette Curtis – Superintendent of Finance & Planning  
Edlyn Castil – Admin Services Mgr./Recording Secretary

Commissioners absent:

Karl Jackson

A quorum was present.

**Corrections/Additions/Approval of Agenda**

A motion was made by Commissioner Cloud and seconded by Commissioner Avery to approve the agenda as submitted. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

**Induction**

Edlyn Castil administered the Oath of Office to Steve Messer, newly appointed board member to serve through April 2023.

**Correspondence**

There were none.

**Recognition/Welcome**

Anthony Cervini, Sikitch LLP was in attendance.

**Public Comment**

There were none.

**Presentation**

Financial Audit FY2020, Anthony Cervini, Sikich LLP

Anthony Cervini presented the Prospect Heights Park District Financial Audit FY2020. He highlighted net income for the year of \$378,791, pension obligation funding at 98.42%, and explained the difference between the Statement of Net Position and the Governmental Funds Balance Sheet. He then entertained any questions from the Board and Staff.

Acceptance of the FY2020 Comprehensive Annual Financial Report

A motion was made by Commissioner Kirste and seconded by Commissioner Cloud to accept the FY2020 Comprehensive Annual Financial Report as submitted. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

**Approval of Minutes****Regular Board Meeting – March 30, 2021**

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to approve the March 30, 2021 Regular Board Meeting Minutes as submitted. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

**Announcements (Meetings)**

The next regular board meeting will be held on May 25, 2021 7:00 p.m. at Gary Morava Recreation Center.

**Park District Treasurer's Report****Cash Report #4**

Payroll	Checking/sweep	\$	19.54
Vendor	Checking/sweep	\$	(74,470.45)
General/Sweep	Checking	\$	2,099,096.00
ATM	Checking	\$	36,593.03
Investment	Checking	\$	2,077,226.00
Cash Reserve	Checking	\$	359,270.36
		Totals	\$ 4,497,734.48

A motion was made by Commissioner Kirste and seconded by Commissioner Avery to accept the Treasurer's Report – Cash Report #4 dated April 27, 2021 in the amount of \$4,497,734.48. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

**Approval of Warrants for Payment**

A motion was made by Commissioner Kirste and seconded by Commissioner Cloud to accept Warrants for payment as submitted for Vendor Warrants #4, 4A and Payroll 5, 6 in the amount of \$265,396.54. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Cloud, Jones, Kirste, Messer

Nays: None

Abstain: None

Absent: Commissioner Jackson

The motion carried.

**Superintendent of Finance and Planning Report**

Superintendent of Finance and Planning Annette Curtis also added that there will no longer be a separate report for the electronic warrants. They have been included in the Check Report.

**Attorney's Report**

There was none.

**Administrative/Operational Summary**

**Executive Director** – as submitted. Executive Director Christina Ferraro stated that that planning for the annual Block Party will occur as Covid restrictions loosen. More to follow. Discussed holding a Parks Tour May 20<sup>th</sup> at 4:30 p.m. The newly elected Park Board Commissioners – Tim Jones, Karl Jackson, Eric Kirste and Betty Cloud, will be sworn in at the May 2021 meeting.

**Superintendent of Recreation** – as submitted. Superintendent of Recreation Julie Caporusso expressed excitement when she announced that Izaak Walton Park will house an Art Walk: pop up exhibit through the summer.

**Administrative/Operational Summary (continued)**

**Superintendent of Facilities and Parks** – as submitted. Superintendent of Facilities and Parks Dino Squiers reported that Lions Field is ready for the season and staff is working on the Pool opening.

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

**Recreation Supervisors** – as submitted.

**Committees of the Board**

GMRC Feasibility Committee members Ellen Avery and Betty Cloud reported that the Committee has worked with Christina and the staff. The discussion has been about “What is exactly encompassed in this renovation? What is the path towards this referendum?” They discussed what the cost would be to renovate and the additional cost should the pool be included. They discussed the approximate amount it would cost per year per household should there be a referendum. They asked the Board to consider adding the pool with the renovation. They discussed whether or not an actual assessment, “existing conditions report” should be completed to see what is salvageable. There will be continued discussion at the next board meeting.

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

Executive Director Christina Ferraro reported there is no new information at this time. Christina will schedule meeting with Lexington. Staff will survey neighbors to see what amenities they want to see at that park.

**New Business****Authorize Board President to Sign Updated Memorandum of Understanding with PHYBS**

There was discussion about the updates that were made to the Memorandum of Understanding which all pertained to the installation of the sprinkler system on Lions Field.

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to authorize the Board President to sign the updated Memorandum of Understanding with PHYBS as submitted. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

**Acceptance of Donation/Gift from The Bridge Community Church**

There was discussion about the proposed donation/gift of a modular professional grade mini soccer field from The Bridge Community Church to the Park District for Tully Park. The Board was in favor of accepting the donation pending a gift acceptance and facility usage agreements.

**Recess into Executive Session**

A motion was made by Commissioner Cloud and seconded by Commissioner Messer to go into Executive Session to consider and discuss the minutes of closed meetings from 2017, 2018, 2019, 2020 and February 23, 2021 under the Open Meetings Act pursuant to Section 2(c)(21) of the Open Meetings Act to approve said meeting minutes, at 8:23 p.m. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

**Reconvene to Open Session**

A motion was made by Commissioner Kirste and seconded by Commissioner Cloud to reconvene open session at 8:27 p.m. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

**Action as a Result of the Executive Session**

During Executive Session, the Executive Session meeting minutes were reviewed and discussed.

A motion was made by Commissioner Kirste and seconded by Commissioner Avery to approve Executive Session meeting minutes.

- November 14, 2017
- December 19, 2017
- January 16, 2018
- February 20, 2018
- March 20, 2018
- June 19, 2018
- July 17, 2018
- December 18, 2018
- August 27, 2019
- January 28, 2020
- February 23, 2021
- August 25, 2020
- December 15, 2020

The motion was approved by a voice vote with two abstain (Commissioners Cloud and Messer) and one absent (Commissioner Jackson). The motion carried.

**Adjournment**

With no further business to discuss, a motion was made by Commissioner Avery and seconded by Commissioner Messer to adjourn the Regular Board Meeting at 8:30 p.m. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

Respectfully Submitted,  
Edlyn Castil, Recording Secretary

Secretary: \_\_\_\_\_  
Elizabeth "Betty" Cloud, Prospect Heights Park District Secretary