

**MINUTES OF THE REGULAR BOARD MEETING
OF THE COMMISSIONERS AND OFFICERS
OF THE PROSPECT HEIGHTS PARK DISTRICT
VIRTUAL MEETING**

**ZOOM MEETING ID: MEETING ID: 941 9062 0778 PASSCODE: 713840
TUESDAY, MARCH 30, 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
Karl Jackson
Tim Jones
Eric Kirste

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

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

Nays: None

Abstain: None

Absent: None

The motion.

Correspondence

Executive Director Christina Ferraro announced that the park district received an award letter from IAPD awarding the district with a \$1,000 PowerPlay! Grant.

Recognition/Welcome

There were no participants who were virtually in attendance.

Public Comment

There were none.

Approval of Minutes

Regular Board Meeting – February 23, 2021

A motion was made by Commissioner Kirste and seconded by Commissioner Avery to accept the February 23, 2021 Regular Board Meeting Minutes as submitted. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

Announcements (Meetings)

The next regular board meeting will be held on April 27, 2021 7:00 p.m. at Gary Morava Recreation Center.

Park District Treasurer's Report**Cash Report #3**

Payroll	Checking/sweep	\$	(53.33)
Vendor	Checking/sweep	\$	(51,217.60)
General/Sweep	Checking	\$	1,219,597.02
ATM	Checking	\$	35,233.00
Investment	Checking	\$	2,076,697.68
Cash Reserve	Checking	\$	359,242.80
		Totals	\$ 3,639,499.57

A motion was made by Commissioner Kirste and seconded by Commissioner Cloud to accept the Treasurer's Report – Cash Report #3 dated March 30, 2021 in the amount of \$3,639,499.57. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

Approval of Warrants for Payment

A motion was made by Commissioner Kirste and seconded by Commissioner Avery to accept Warrants for payment as submitted for Vendor Warrants #2, 2A, and Payroll 3, 4 in the amount of \$247,869.13. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

Superintendent of Finance and Planning Report

Superintendent of Finance and Planning Annette Curtis reported that a 2020 Year-in-Review and Highlights was included in the board packets. She noted that the Property taxes collection rate was the same as previous years at 97%. The Audit presentation is scheduled to be held at the April 2021 board meeting

Attorney's Report

There was none.

Administrative/Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro also reported that the amended MOU with PHYBS will be presented at the next board meeting. The amendment relates to the inclusion of the sprinkler system. Staff released the RFP for the IT project to 10 companies and 8 of those 10 attended the tour that was held on 3/26/21. 8 proposals were received. Staff will be interviewing 4 out of the 8.

Superintendent of Recreation – as submitted. Superintendent of Recreation Julie Caporusso is looking forward to the Pool opening scheduled on June 5 and Camp starting on June 7.

Superintendent of Facilities and Parks – as submitted. Superintendent of Facilities and Parks Dino Squiers reported that the sprinkler system at the ballfield is being installed and should be completed by the end of the week.

Administrative/Operational Summary (continued)

Director of Golf Operations – as submitted. Director of Golf Marc Heidkamp also reported they started the tee renovation and the 6th hole is underway. Golf opened on 3/17/21.

Recreation Supervisors – as submitted.

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

Executive Director Christina Ferraro reported there is no new information at this time.

Approval of ComEd Green Region grant application for boardwalk project at Slough

Staff is recommending the approval of the submittal of the ComEd Green Region grant application for boardwalk project at Slough and commit \$500 to the project in FY2022.

A motion was made by Commissioner Cloud and seconded by Commissioner Kirste to approve the submittal of the ComEd Green Region grant application for boardwalk project at Slough and commit \$500 to the project in FY2022. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

New Business**Approval appointment of new board to replace Vicki Carney**

Commissioner Tim Jones recommended approval to appoint Steve Messer and to the board to fill Vicki Carney's to complete Vicki Carney's unexpired term through the April 2023 Consolidated Election

A motion was made by Commissioner Jackson and seconded by Commissioner Kirste to approve appointment of Steve Messer to complete Vicki Carney's unexpired term through the April 2023 Consolidated Election. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

Approval to continue the GMRC feasibility study process

Executive Director Christina Ferraro Commissioner recommended approval to continue the GMRC feasibility study process to evaluate professional services for public education campaign and market research.

By consensus, the board approved for the staff to continue the process to evaluate professional services for public education campaign and market research.

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 Jackson to adjourn the Regular Board Meeting at 7:32 p.m. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, 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