

**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, MARCH 28, 2023**

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:	Also Present:
Ellen Avery	Christina Ferraro – Executive Director
Betty Cloud	Ray Doerner - Superintendent of Recreation
Karl Jackson	Dino Squiers – Superintendent of Facilities & Parks
Tim Jones	Edlyn Castil – Marketing & Communications Manager/Recording Secretary

Commissioners absent:

Paul Fries
Eric Kirste
Steve Messer

A quorum was present.

Tim Jones led the Pledge of Allegiance.

Corrections/Additions/Approval of Agenda

A motion was made by Commissioner Avery and seconded by Commissioner Jackson to approve the agenda as submitted. The motion was approved by a voice vote with three absent (Commissioners Fries, Kirste and Messer). The motion carried.

Recognition/Welcome

Jill Moskal, Prospect Heights Natural Resources Commission, was in attendance.

Correspondence

The Prospect Heights Park District was awarded an Illinois Association of Park Districts PowerPlay! grant of \$1,000 which will be used towards the KinderStop program.

Public Comment

There were none.

Consent Agenda

A request to amend the January 24, 2023 Public Hearing Meeting Minutes and the January 24, 2023 Regular Board Meeting Minutes to reflect that Ray Doerner was not in attendance, was made.

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to approve the Consent Agenda as amended. The motion was approved by a roll call vote.

Ayes:	Commissioners Avery, Cloud, Jackson, Jones
Nays:	None
Abstain:	None
Absent:	Commissioners Fries, Kirste, Messer

The motion carried.

Announcements (Meetings)

Special Board Meeting at Gary Morava Recreation Center – April 11, 2023 at 6:00 p.m.

Regular Board Meeting at Gary Morava Recreation Center – April 25, 2023 at 7:00 p.m.

Attorney's Report

There was none.

Administrative/Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro also reminded Commissioners to file their Statement of Economic Interest by May 31, 2023. She discussed the requirement to form a Decennial Committee no later than June 10, 2023 and explained the purpose of the committee. Christina discussed the plans for the GMRC interior improvements. Christina has met with City staff and civil engineer consultants to discuss flooding issues at Lions Park. A meeting was held with Jan Hincapie who will be the facilitator at the April 11, 2023 Special Board Meeting. There hasn't been a final decision by the Senate to increase the minimum wage for lifeguards to \$22.50/hour. Christina discussed the process the district is taking for the application for Cybersecurity. She also provided an update about the former underground diesel storage tank at OCCC maintenance garage.

Superintendent of Finance, HR and IT – as submitted. Superintendent of Finance, HR and IT Shawn Hughes reported that the district is updating their procedures to prevent fraudulent activity with vendor payments that include using security envelopes to mail checks to vendors, moving forward with more electronic transactions and working closely with Busey Bank.

Superintendent of Recreation – as submitted. Superintendent of Recreation Ray Doerner reported that the summer program guide was posted online and summer programs are open for registration. The summer program guides will be mailed to homes at the end of this week or early next week. He explained that summer camp registration has new priority registration dates for residents and non-residents and partner residents will be able to register about two weeks after. The district will also provide priority registration for PH residents for KinderStop this year as well. The district held a couple job fairs which promoted a new referral bonus programs. Interviews were held for the Recreation Supervisor position. It was decided to reevaluate this position in the fall. Staff met with Chicagoland Pool Management and staff is proposing to contract services with them for lifeguards and swim instructors for this summer season. Former Pool Managers will report to an onsite supervisor.

Superintendent of Facilities and Parks – as submitted. Superintendent of Facilities and Parks Dino Squiers reported that the district has contracted a company to work on preparing Muir Park fields for the season. Safety netting on baseball field is being replaced.

Director of Golf Operations – as submitted. The OCCC Events Coordinator began on March 15. Recommendation to not move forward with video gaming. Plans are to open the golf course this week weather dependent. The back bar project is complete. Staffing for Golf is fine; need servers for banquets.

Recreation Supervisors – as submitted.

Committees of the Board

There were no reports.

Unfinished/Ongoing Business

There were none.

New Business**Approval of District Purchasing Policy**

The bid limits were increased from \$25,000 to \$30,000 per state law.

A motion was made by Commissioner Cloud and seconded by Commissioner Jackson to approve the District Purchasing Policy as submitted. The motion was approved by a voice vote with three absent (Commissioners Fries, Kirste and Messer). The motion carried.

Approval of Swimming Pool Management Agreement with Chicagoland Pool Management

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to approve the Swimming Pool Management agreement as submitted. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Cloud, Jackson, Jones

Nays: None

Abstain: None

Absent: Commissioners Fries, Kirste, Messer

The motion carried.

Approval of ComEd Recreational Lease 2018-2028 with option to renew through 2038: bike bath and natural prairie habitat

There was discussion about the lease agreement. No action at this time.

Approval winning bid for East Wedgewood Park construction project

The recommendation was made to approve the contract for the East Wedgewood Park project with George's Landscaping, Inc. for an amount not to exceed \$321,250.

A motion was made by Commissioner Cloud and seconded by Commissioner Avery to approve contract for the East Wedgewood Park project with George's Landscaping, Inc. for an amount not to exceed \$321,250 as submitted. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Cloud, Jackson, Jones

Nays: None

Abstain: None

Absent: Commissioners Fries, Kirste, Messer

The motion carried.

Commissioners Comments

There were none.

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 8:00 p.m. The motion was approved by a voice vote with three absent (Commissioners Fries, Kirste, Messer). The motion carried.

Approved:

Elizabeth "Betty" Cloud, Secretary