

**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, MAY 23, 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 (arrived at 7:11 p.m.) Christina Ferraro – Executive Director

Betty Cloud Ray Doerner - Superintendent of Recreation
Paul Fries Dino Squiers – Superintendent of Facilities & Parks
Tim Jones Shawn Hughes – Superintendent of Finance, HR & IT
Eric Kirste Edlyn Castil – Marketing & Communications
Steve Messer Manager/Recording Secretary

Commissioners absent:
Karl Jackson

A quorum was present.

Tim Jones led the Pledge of Allegiance.

Corrections/Additions/Approval of Agenda

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

Recognition/Welcome

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

Public Comment

There were none.

Consent Agenda

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

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

Nays: None

Abstain: None

Absent: Commissioners Avery, Jackson

The motion carried.

Announcements (Meetings)

Regular Board Meeting at Gary Morava Recreation Center – June 27, 2023 at 7:00 p.m.

Attorney's Report

There was none.

Administrative/Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro:

- provided an overview of the 2022 PDRMA annual report.
- reported construction is scheduled to begin in June 2023 at East Wedgewood Park.
- reported that the park district is working with the City to make Tully Park identifiable and accessible with parking and signage at the 214 S Wheeling Road property. The City is leading this project until the Park District purchases the property from the City. The demolition of the property is going to bid.

Commissioner Ellen Avery arrived at 7:11 p.m.

- discussed the ComEd lease agreement and need for additional signage along bike path.
- Staff met with consultants about options moving forward for recreation center and pool. Christina will provide three different scenarios at a future board meeting for review and discussion.
- Upcoming events
 - June 3 - Prospect Heights Community Day
 - June 17 - Prospect Heights Block Party

Superintendent of Finance, HR and IT – as submitted. Superintendent of Finance, HR and IT Shawn Hughes reported she is waiting for the completed audit. The audit presentation to the board is scheduled for the June 2023 board meeting. She will send the draft audit to the board once it is received from the auditors. Commissioner Cloud inquired about electronic billing and collections.

Superintendent of Recreation – as submitted. Superintendent of Recreation Ray Doerner reported that the Competition Dance Teams competed in Batavia this past weekend and held their Spring Dance Recital at MacArthur Middle School. New this year is the “Kid Card” for Camp Concessions. Summer Camp registration is going great, and staffing looks good. Aquatics started training. There is still a need for additional aquatics staff.

Superintendent of Facilities and Parks – as submitted. Superintendent of Facilities and Parks Dino Squiers reported his department is shifting gears and preparing the facility for summer camp. Lions Park Pool is up and running and baseball is in full swing.

Director of Golf Operations – as submitted. Correction in Marc's report. Christina informed Catherine attended the Greater Wheeling Area Chamber of Commerce Job Fair searching for banquet servers, etc.

Recreation Supervisors – as submitted.

Committees of the Board

There were no reports.

Induction

Edlyn Castil administered the Oath of Office to Ellen Avery, Betty Cloud, Paul Fries, and Steve Messer. Their terms will go through April 2027.

Unfinished/Ongoing Business

There was none.

New Business

Resolution 03.23.2033 Decennial Committees On Local Government Efficiency Act

A motion was made by Commissioner Cloud and seconded by Commissioner Fries to adopt Resolution 03.23.2033 Decennial Committees On Local Government Efficiency Act as submitted. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: Commissioner Jackson

The motion carried.

Approval of Lexington Purchase And Sale Agreement extension to July 1, 2024

A motion was made by Commissioner Kirste and seconded by Commissioner Avery to approve the Lexington Purchase and Sale Agreement extension to July 1, 2024 as submitted. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: Commissioner Jackson

The motion carried.

Approval of advisory positions appointments to the Board: June 2023-May 2024

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to approve Christina Ferraro as Representative to NWSRA Board and Ray Doerner as alternate. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: Commissioner Jackson

The motion carried.

Approval of advisory positions appointments to the Board: June 2023-May 2024

A motion was made by Commissioner Kirste and seconded by Commissioner Fries to approve Edlyn Castil as Recording Secretary and Catherine Roock as Assistant Recording Secretary. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: Commissioner Jackson

The motion carried.

Election of Park Board Officers

Park Board President

A motion was made by Commissioner Avery and seconded by Commissioner Kirste to open the nominations for 2023-2024 Park Board President. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Kirste and seconded by Commissioner Messer to nominate Tim Jones as Park Board President. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Cloud and seconded by Commissioner Kirste to close nominations for 2023-2024 Park Board President. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to elect Tim Jones President by acclamation. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

Park Board Vice President

A motion was made by Commissioner Avery and seconded by Commissioner Fries to open the nominations for 2023-2024 Park Board Vice President. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Cloud and seconded by Commissioner Jones to nominate Ellen Avery as Park Board Vice President. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Messer and seconded by Commissioner Fries to close nominations for 2023-2024 Park Board Vice President. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Cloud and seconded by Commissioner Fries to elect Ellen Avery Vice President by acclamation. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

Park Board Treasurer

A motion was made by Commissioner Avery and seconded by Commissioner Cloud to open the nominations for 2023-2024 Park Board Treasurer. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Avery and seconded by Commissioner Messer to nominate Eric Kirste as Park Board Treasurer. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Fries and seconded by Commissioner Cloud to close nominations for 2023-2024 Park Board Treasurer. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Avery and seconded by Commissioner Fries to elect Eric Kirste Treasurer by acclamation. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

Park Board Secretary

A motion was made by Commissioner Avery and seconded by Commissioner Kirste to open the nominations for 2023-2024 Park Board Secretary. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Avery and seconded by Commissioner Fries to nominate Elizabeth "Betty" Cloud as Park Board Secretary. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Messer and seconded by Commissioner Fries to close nominations for 2023-2024 Park Board Secretary. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

A motion was made by Commissioner Avery and seconded by Commissioner Messer to elect Elizabeth "Betty" Cloud Secretary by acclamation. The motion was approved by a voice vote with one absent (Commissioner Jackson). 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 Fries to adjourn the Regular Board Meeting at 8:23 p.m. The motion was unanimously approved by a voice vote. The motion carried.

Elizabeth "Betty" Cloud, Secretary