

**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, JUNE 27, 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:

Ellen Avery

Betty Cloud

Paul Fries

Tim Jones

Eric Kirste

Steve Messer (arrived at 7:02 p.m.)

Also Present:

Christina Ferraro – Executive Director

Ray Doerner - Superintendent of Recreation

Dino Squiers – Superintendent of Facilities & Parks

Shawn Hughes – Superintendent of Finance, HR & IT

Edlyn Castil – Marketing & Communications

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

Recognition/Welcome

Anthony Cervini of Sikich LLP was in attendance.

Commissioner Steve Messer arrived at 7:02 p.m.

Public Comment

Executive Director Christina Ferraro read correspondence received from resident Jill Moskal addressing the proposed Resolution 06.27.2023 pledging to join Cook County to unite against hate.

Financial Audit FY2022, Anthony Cervini, Sikich LLP

Anthony Cervini of Sikich LLP was in attendance and provided an overview of the Annual Comprehensive Financial Report for Fiscal Year Ending December 31, 2022. The independent auditors report presented a clean, unmodified opinion on the district's financials.

Acceptance of the FY2022 Comprehensive Annual Financial Report

A motion was made by Commissioner Kirste and seconded by Commissioner Cloud to accept the FY2022 Comprehensive Annual Financial Report 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.

Consent Agenda

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

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

Nays: None

Abstain: None

Absent: Commissioners Jackson

The motion carried.

Announcements (Meetings)

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

Attorney's Report

There was none.

Administrative/Operational Summary

Executive Director – as submitted. Executive Director Christina Ferraro highlighted the following:

- Wedgewood Park construction is scheduled to begin soon. ComEd will be moving the line with a light from the pole located in the center of the park, before construction begins. Staff will present a resolution in the July board meeting renaming the park to Wedgewood Park since West Wedgewood is no longer.
- Staff have been working with a vendor to create new laminate monument signage for the parks. Draft design options were presented, and Commissioners were in favor of design options presented.
- Staff are evaluating and proposing a revised Code of Ordinance to ensure all updates are included. Legal and board committee will review and recommend to the Board for adoption in the fall.
- Staff are reviewing the district's 10-year capital needs for next month's discussion.
- Mark Grassi has accepted the Superintendent of Parks & Facilities position,
- The park district will be participating in the Prospect Heights 4th of July parade which will be held on Sat, July 1.

Administrative/Operational Summary (continued)

Superintendent of Finance, HR and IT – as submitted. Superintendent of Finance, HR and IT Shawn Hughes reported the audit is complete.

Superintendent of Recreation – as submitted. Superintendent of Recreation Ray Doerner reported there was a good turnout at the 2023 Prospect Heights Block Party. The Prospect Heights Block Party is scheduled for June 22, 2024. The district is accepting applications for the open Recreation Supervisor position. Aquatics continues to add certification class; the district needs about 3-4 more guards for this season. Summer camp registration is strong with most camps full.

Commissioner Cloud commented about the turnout at neighboring districts community concert events and suggested that our district look into offering more concert events throughout the season.

Superintendent of Facilities and Parks – as submitted. Superintendent of Facilities and Parks Dino Squiers reported the district is halfway through pool season. PHYBS is winding down with no known additional games scheduled. Country Gardens sidewalk project leading to the tennis courts has been completed. The district will add another portable bathroom at Country Gardens.

Director of Golf Operations – as submitted.

Recreation Supervisors – as submitted.

Committees of the Board

There were no reports.

Unfinished/Ongoing Business

There was none.

New Business**Approval Ordinance 06.27.2023A SD23 IGA for property usage**

A motion was made by Commissioner Cloud and seconded by Commissioner Messer to adopt Approval Ordinance 06.27.2023A SD23 IGA for property usage 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 Ordinance 06.27.2023B ComEd recreational lease

A motion was made by Commissioner Fries and seconded by Commissioner Avery to approval Ordinance 06.27.2023B ComEd recreational lease 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 Resolution 06.27.2023 pledging to join Cook County to Unite Against Hate

A motion was made by Commissioner Cloud and seconded by Commissioner Messer to approve Approval of Resolution 06.27.2023 pledging to join Cook County to Unite Against Hate 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.

Discussion of donation of property

There was discussion about a proposal from a resident regarding gifting a portion of land southwest of Walnut Woods, west of the creek, to the district. It is an open grass area and without easement to access property. The Commissioners were not in favor pursuing this offer as it is not usable land for active park activities.

Committees of the Board

The Committees of the Board will remain the same as last year.

- Finance Committee – Eric Kirste, Steve Messer
- Personnel and Planning Committee – Ellen Avery, Betty Cloud
- Policy and Procedure Committee - Ellen Avery, Betty Cloud
- Recreation Facilities, Parks & Maintenance Committee – Tim Jones, Paul Fries
- Recreation Programs & Resident Relations Committee – Eric Kirste, Betty Cloud
- OOC Programs, Facilities, Grounds & Maintenance Committee – Steve Messer, Tim Jones

Commissioners Comments

There were none.

Adjournment

With no further business to discuss, a motion was made by Commissioner Kirste and seconded by Commissioner Fries to adjourn the Regular Board Meeting at 8:04 p.m. The motion was approved by a voice vote with one absent (Commissioner Jackson). The motion carried.

Elizabeth “Betty” Cloud, Secretary