

**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, JANUARY 23, 2024**

Call to Order

Roll Call

Commissioner Jones called the Regular Board Meeting of the Prospect Heights Park District to order at 7:02 p.m.

Commissioners present: Ellen Avery, Betty Cloud, Paul Fries, Tim Jones, Eric Kirste

Commissioners absent: Karl Jackson, Steve Messer

Also Present: Christina Ferraro – Executive Director, Mark Grassi – Superintendent of Parks & Facilities, Shawn Hughes – Superintendent of Finance, HR & IT, Sean Lee – Superintendent of Golf, Edlyn Castil – Marketing & Communications Manager/Recording Secretary

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 (Commissioner Jackson, Messer). The motion carried.

Correspondence

There were none.

Recognition/Welcome

Agnes Wojnarski, Dana Sievertson, Jill Moskal and John Mishevski were in attendance.

Presentation

Natural Resources Commissioners Dana Sievertson and Agnes Wojnarski provided an informative update along with photos about their volunteer efforts and discussed the importance of natural resources and their role in preserving them. They shared their experiences with the Outreach Project, highlighting the importance of education and outreach in their restoration work. Dana discussed the restoration of a three-mile radius of land in Prospect Heights, including the transformation of the nature preserve, the use of native species, and the removal of toxic chemicals. They emphasized the importance of community involvement and partnerships with other organizations, such as the Morton Arboretum, to achieve the project's goals. Their passion for the environment and colleagues is palpable, and they honored many people and organizations that have helped.

Public Comment

There were none.

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

Nays: None

Abstain: None

Absent: Commissioners Jackson, Messer

The motion carried.

Announcements (Meetings)

The next Regular Board Meeting is scheduled for February 27, 2024 at 7:00 p.m. at the Gary Morava Recreation Center.

Attorney's Report

There was none.

Administrative/Operational Summary

Executive Director – In addition to the submitted report, Executive Director Christina Ferraro discussed the Paid Leave for All Workers Act, which went into effect January 1, and most area park districts would face budget hardships due to the ordinance. Christina also mentioned the Mount Prospect sidewalk replacement and street lighting project, and how the contractor is working on the easement, not on park district property. She discussed having JSD landscape architects conduct a feasibility study for tennis/pickleball courts. The district was not able to get all of the building wayfinding signs installed before the end of the fiscal year and deferred the cost to 2024. The signage is expected to be installed within 6-8 weeks.

Marketing & Communications Manager – In addition to the submitted report, Marketing and Communications Manager Edlyn Castil highlighted the district's Holiday House Decorating Contest was successful in reaching over 20,000 viewers on social media on the district's Facebook page. The district sends out electronic newsletters about twice a month. Edlyn will start to create the Summer 2024 Program Guide which will be mailed and emailed to park district residents and posted on the district's website early April 2024.

Superintendent of Finance, HR and IT – In addition to the submitted report, Superintendent of Finance, HR and IT Shawn Hughes mentioned that she has a virtual meeting with the auditors tomorrow to plan and schedule the 2023 audit.

Superintendent of Recreation – as submitted. Executive Director Christina Ferraro reported in Ray Doerner's absence about adding indoor walking for weekday mornings inside the gym. Based on feedback that the district received residents wanted the suspended indoor walking track. After 23 years working for the district in different capacities, Herman retired. The Arts in the Park program is coming back this Spring. A decision was made to manage the pool in-house this season. The district will not be bringing back last year's contractor.

Superintendent of Parks and Facilities – In addition to the submitted report, Superintendent of Parks and Facilities Mark Grassi discussed the gym flooring project including the scope of work.

Superintendent of Golf - In addition to the submitted report, Superintendent of Golf Sean Lee provided updates on equipment and repairs.

Director of Golf Operations – as submitted. Executive Director Christina Ferraro reported in Marc Heidkamp’s absence, Marc Heidkamp and Doug Brazeau attended the PGA showcase. She reported the golf clubhouse needs some roof repairs. There are several leaks that will need to be addressed.

Recreation Supervisors – as submitted.

Committees of the Board

There were no reports.

Unfinished/Ongoing Business

There were none.

New Business

Approval Ordinance #01.23.2024 Combined Budget and Appropriation FY2024

A motion was made by Commissioner Cloud and seconded by Commissioner Fries to approve Ordinance #01.23.2024 Combined Budget and Appropriation FY2024 as submitted. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: Commissioners Jackson, Messer

The motion carried.

Approval Ordinance #01.23.2024A Abating Tax Levied for the Year 2023

A motion was made by Commissioner Avery and seconded by Commissioner Fries to approve Ordinance #01.23.2024A Abating Tax Levied for the Year 2023 as submitted. The motion was approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: Commissioners Jackson, Messer

The motion carried.

Committees of the Board

There were no reports.

Commissioners Comments

There were none.

Executive Session

A motion was made by Commissioner Kirste and seconded by Commissioner Cloud to recess into Executive Session of 5 ILCS 120/ Open Meetings Act Section 2 (c) (21) for the purpose of semi-annual review of executive session minutes and determine release at 7:53 p.m. The motion was approved by a voice vote with two absent (Jackson, Messer). The motion carried.

Action as a Result of the Executive Session

During the executive session, the semi-annual review of executive session minutes was conducted and there was discussion to determine their release.

A motion was made by Commissioner Fries and seconded by Commissioner Cloud to approve Resolution #01.23.2024: Determining the Confidentiality of Closed Session Minutes as submitted. The motion was approved by a roll call vote.

Ayes: Commissioners Cloud, Fries, Jones, Kirste

Nays: None

Abstain: None

Absent: Commissioners Jackson, Messer

The motion carried.

Adjournment

With no further business to discuss, a motion was made by Commissioner Avery and seconded by Commissioner Fries to adjourn the Regular Board Meeting at 7:59 p.m. The motion was approved by a voice vote with two absent (Jackson, Messer). The motion carried.

Betty Cloud, Secretary