

**MINUTES OF THE LOCAL EFFICIENCY COMMITTEE MEETING  
OF THE PROSPECT HEIGHTS PARK DISTRICT  
GARY MORAVA RECREATION CENTER  
110 W. CAMP MCDONALD ROAD, PROSPECT HEIGHTS, IL 60070  
TUESDAY, APRIL 23, 2024**

**Call to Order**

**Roll Call**

Tim Jones called the Local Efficiency Committee meeting of the Prospect Heights Park District to order at 6:30 p.m.

Committee members physically present: Ellen Avery Betty Cloud, Paul Fries, Karl Jackson, Tim Jones, Eric Kirste, Steve Messer, Allison Kirby, Marianne Kerr and Travis Hoying, Christina Ferraro, Ray Doerner

A quorum was present.

**Corrections/Additions/Approval of Agenda**

A motion was made by Betty Cloud and seconded by Eric Kirste to approve the agenda as submitted. The motion was approved by a voice vote. The motion carried.

**Recognition/Welcome**

Tim Jones thanked all for participating and explained the purpose of this committee is to study efficiencies within the park district and create a report with recommendations to the Cook County Board.

**Old Business**

The July 25, 2023, committee minutes were reviewed by the committee. They had been approved at the August 2023 regular board meeting. The documents from that meeting were reviewed: Code of Conduct, Cybersecurity Response Plan, Emergency Action Plan, and the Board Manual. It was noted that the Local Efficiency Committee is a recommending body and makes recommendations to the Park Board of Commissioners.

**New Business**

Intergovernmental agreement with the Prospect Heights Library District for joint purchase, operation, and maintenance of the electronic message center from 2020- 2030 or the life of sign which is 100,000 hours usage. The initial sign was purchased in 2007

Resident Partner Agreement with River Trails and Mount Prospect Park Districts is considered a Three for One agreement and is in effect until one of districts requests change. It offers residents in the boundaries of Prospect Heights, Mount Prospect, and River Trails park districts "resident or discounted rates" of all three including facility rentals (golf has specific usage outlined) on the website and incorporated into the District's registration software

Memorandum of Understanding with PHYBS from 2022 – 2025 in which an outside organization coordinates youth baseball and softball; PHYBS conducts criminal background checks for volunteers & cross references child offender database. The District is reimbursed for field maintenance (material, chalk, infield mix), lights and water. The committee asked for confirmation that checks and references are happening.

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Lease agreement with ComEd for Country Gardens Park, Bike Path, Native Prairie from 2023 – 2038 so the District can maintain right of way to use 10-foot-wide bike path, ComEd Prairie and Country Gardens Park. The District is responsible for removing trash, paving, grading, landscape, cutting, mowing grass and weeds.

Agreement with School District 23 from 2023 – 2026 to save the taxpayers' dollars by sharing the use of properties owned by District 23 and the Prospect Heights Park District. All inhabitants who reside within District 23 boundaries shall be considered partner residents and will not be required to pay non-resident fees.

Intergovernmental agreement with City of Prospect Heights for the property located at 214 S Wheeling Rd. The property adjacent to Tully Park was purchased in 2024 to make Tully Park accessible and visible

Intergovernmental agreement with City of Prospect Heights for Compensatory Storm water storage at Somerset Park for the Willow Road Flood Control Project assigned in 2022. The City will utilize approximately 24,000 square feet at Somerset Park for compensatory water storage.

There was discussion that the last meeting of this committee is scheduled for Oct 22, 2024, at 6:30pm and the agenda is to review the personnel manual, annual report, financial documents: tax levy, budget, audit, etc., Memorandum of Understanding with PHNRC, ADA transition plan, tennis/pickleball feasibility study and more.

There was discussion about the District strength is cooperative agreements with the City, Library, Police, Fire, SD23 to put on events such as 4<sup>th</sup> July Parade, Community Day, Block Party, National Night Out, and Holiday Tree Lighting. They also share equipment i.e. Carts with Rolling Green Golf Club for large events, trailers with River Trails and Salt Creek Park Districts for spookfest, cooperative agreements with River Trails and soon Rolling Meadows Park Districts for athletic leagues, NWSRA, procurement agreements to leverage purchasing power to deliver savings to taxpayers with Club Procure, OMNIA, and Sourcewell.

There was discussion about the District weaknesses are usually tied to budget and unfunded mandates such as FLSA, State minimum wage, Cook County Paid Time Off ordinance.

### Public Comment

There were none.

### Adjournment

With no further business to discuss, a motion was made by Betty Cloud and seconded by Eric Kirste to adjourn the Local Efficiency Committee Meeting at 6:58 p.m. The motion was unanimously approved by a voice. The motion carried.

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Elizabeth "Betty" Cloud, Secretary