

**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, JULY 23, 2024**

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, Karl Jackson, Tim Jones, Eric Kirste, Steve Messer

Commissioner absent: None

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

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 Kirste to approve the agenda as submitted. The motion was unanimously approved by a voice vote. The motion carried.

Recognition/Welcome

Tim Jones welcomed residents Logan and Matthew Kirste.

Public Comment

None

Presentation

Tennis/Pickleball feasibility study final report

Superintendent of Recreation Ray Doerner provided a summary of the feasibility study. Per community input, the public overwhelmingly preferred Country Gardens Park, 901 N. Schoenbeck Road, Option A1 for 6 new pickleball courts north of the existing tennis courts. The estimated cost is \$155,000 – \$176,000 to include demolition, grading, drainage, pickleball courts, fencing, concrete walk, and benches.

Staff has been discussing the development of a site master plan for Country Gardens Park that explores the site as a cohesive whole and reviewing all site amenities including these courts in the plan. These additional courts would allow for the development of an overall park complex.

Presentation (continued)

Country Gardens Park is nine acres with amenities including two tennis courts with one pickleball court overlay per court, on-site parking, a shelter, play area, port-a-potty, sand volleyball, basketball court, bike racks, and benches. The Park District may also explore the option of applying for an Open Space Lands Acquisition Development (OSLAD) Grant in the summer of 2025 to assist with the costs of the redevelopment of the park. With board approval and available capital funds to match the grant, the overall park complex would be under construction in 2026 and open to the public in late 2027.

Ten-year Capital Review

Executive Director Christina Ferraro reviewed the long-range capital improvement plan. The estimated cost is over \$5 million over the next eight years to include the GMRC, parks and the pool (without huge improvements). The district may receive over \$2 million in bond funds over the next eight years. Therefore, there is a deficit of over \$3 million for the long-range capital improvement plan as presented plus the district's need for \$1.7 million in matching funds for the potential OSLAD funds and the \$2 million required to stabilize the streambanks due to erosion and the additional cost to improve the bike path. Plans need to be prioritized and changed.

In 2023 capital improvements that the community "can see" included improvements inside GMRC, purchase of new trucks and new mowers. The district redeveloped Wedgewood Park, installed safety nets at Lions Field and McDonald Field and purchased/installed new monument signs throughout the community.

Christina indicated the projected year end capital cost may be about \$800,000 which includes the gym floor replacement, new fitness equipment installed, planting 70 trees partially funded by a grant, the pool pump station and valve replacement, and the IT replacement plan. Certain capital projects are being deferred due to timing and cost.

She reviewed the actual expenses spent this year vs what was budgeted, discussed the need for long-term planning and budgeting for parks and recreation facilities, including addressing erosion and ADA compliance issues. Overall, she emphasized the importance of prioritizing spending based on needs and available funds, while also addressing community concerns and finding solutions that benefit everyone.

There was general agreement to submit an OSLAD grant in 2025 for grant for Country Gardens Park with \$500,000 matching funds over two if funding is available.

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 Avery, Cloud, Fries, Jones, Jackson, Kirste, Messer

Nays: None

Abstain: None

Absent: None

The motion carried.

Announcements (Meetings)

The next Regular Board Meeting is scheduled for August 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 drainage issue at Wedgewood Park in the new playground areas. The district closed the playgrounds and is addressing the issue. Staff met with architects and Village of Mount Prospect staff to discuss the stormwater management in that park. More to come. Christina also provided an update regarding Tully Park and the use of the additional parcel recently acquired. Presently the district plans to install a parking area and create access to the original park area for mowers. Quotes are being sought and community meetings are being scheduled to discuss these plans once approved by MWRD. The proposed Tully Park improvement plan submitted by the Tully Park neighbors may be paused until more details are decided.

Marketing & Communications Manager – In addition to the submitted report, Marketing & Communications Manager Edlyn Castil highlighted the upcoming Prospect Heights National Night Out event which will be held on Tues, August 6, 6-8pm at Lions Pool and along Elm Street. The park district along with the Prospect Heights Police Department and Prospect Heights Fire District has invited the community to participate in this free community event which will have free open swim, a free meal, music, children's games, and an opportunity to stop at the various community organizations tables at the event. The 2024 sponsors for the event include Village Bank & Trust, Aspen Dental, Gordon Foods and Andy's Frozen Custard.

Superintendent of Finance, HR and IT – as submitted. Superintendent of Finance, HR and IT Shawn Hughes commented that June is mid-year point and surplus wise, the district is better than budgeted.

Superintendent of Recreation – In addition to the submitted report, Superintendent of Recreation Ray Doerner discussed as of July 22 CivicRec officially live, which is a more user-friendly registration system. Account holders with past rec software were sent an email and informed their account was migrated to CivicRec. Resident registration starts on August 5. Non-resident/Partner registration starts on August 12.

Superintendent of Parks and Facilities – In addition to the submitted report, Superintendent of Parks and Facilities Mark Grassi reported phase one of surveillance camera project is complete.

Director of Golf Operations – as submitted.

Superintendent of Golf - as submitted.

Recreation Supervisors – as submitted.

Committees of the Board

The Recreation Facilities, Parks & Maintenance Committee met with Christina and Mark Grassi to discuss the proposed parking area at Tully Park and addressing access.

Unfinished/Ongoing Business

Aging Infrastructure (continued discussion)

Communication with the community is required to make all aware of the financial priorities required for the future. There was discussion of an end-of-season satisfaction survey about camp and pool usage and estimated transportation costs to transport campers to surrounding pools, space permitted, in the future.

New Business

There was none.

Commissioners Comments

There were none.

Executive Session

A motion was made by Commissioner Avery 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 8:16 p.m. The motion was unanimously approved by a voice vote. The motion carried.

Action as a Result of the Executive Session

During the Executive Session, semi-annual review of executive session minutes and determining release was discussed.

Approval Resolution #07.23.2024 Determining the Confidentiality of Closed Session Minutes

A motion was made by Commissioner Cloud and seconded by Commissioner Avery to approve Resolution #07.23.2024 Determining the Confidentiality of Closed Session Minutes as amended which would release June 25, 2023, December 12, 2023 and January 23, 2024 and hold December 15, 2020. The motion was unanimously approved by a roll call vote.

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

Nays: None

Abstain: None

Absent: None

The motion carried.

Adjournment

With no further business to discuss, a motion was made by Commissioner Jackson and seconded by Commissioner Messer to adjourn the Regular Board Meeting at 8:22 p.m. The motion was unanimously approved by a voice vote. The motion carried.