

**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 24, 2025**

**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, Karl Jackson, Tim Jones, Eric Kirste (arrived at 7:03 p.m.), Steve Messer

Commissioner absent: Paul Fries

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

A quorum was present.

**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 Fries, Kirste). The motion carried.

**Recognition/Welcome**

Resident Jill Moskal, NRC and Greg Petry, Consulting LLC was present.

Executive Director Christina Ferraro introduced the district's new HR Generalist, Becca Luecke, and the district's Summer Recreation Intern and Swim Instructor, Holli Greenwald.

**Public Comment**

There were none.

*Erik Kirste arrived at 7:03 p.m.*

**Presentation**

**Greg Petry Consulting LLC: Proposed Strategic Plan**

Greg Petry presented the proposed strategic plan which focuses on high-level organization and long-term goals, involving data collection from the public, staff, and commissioners. The mission created is to enrich the community through recreational opportunities and open spaces that sustain the natural environment. The vision aims to inspire residents to live happier and healthier lives by providing exceptional opportunities to play, learn, and grow. The plan includes six themes: ongoing strategic initiatives, improved infrastructure, developed partnerships, enhanced programming, new revenue sources, and staff development. A total of 61 initiatives were outlined, with 21 being ongoing. Greg emphasized the importance of revisiting and updating the plan annually, integrating it into the fiscal year budget. The board discussed the upcoming master plan presentation by Todd which will include the strategic

**Presentation (continued)**

plan, service and programs, and capital improvement plan. The board decided to wait until the master plan is complete before making any formal decisions.

**Consent Agenda**

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

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

Nays: None

Abstain: None

Absent: Commissioner Fries

The motion carried.

**Announcements (Meetings)**

Regular Board Meeting at Gary Morava Recreation Center – July 22, 2025 at 7:00 p.m.

**Attorney’s Report**

There was none.

**Administrative/Operational Summary**

**Executive Director** – In addition to the submitted report, Executive Director Ferraro reported that the Prospect Heights Block Party was very successful considering the heat and wind. She discussed issues on the bike path with regards to individuals using motorized vehicles such as electric scooter, etc. The district plans to redo the signage to define motorized vehicles. Residents will have to contact the police to report the use of motorized vehicles on the bike path. She is gathering quotes for consultant to prepare the OSLAD grant application.

**Marketing & Communications Manager** – as submitted.

**Superintendent of Finance, HR and IT** – as submitted.

**Superintendent of Recreation** – as submitted.

**Superintendent of Parks and Facilities** – In addition to the submitted report, Superintendent of Parks and Facilities Grassi reported pool repairs were successful, and Lions Pool opened on time. The roof top unit project is complete. Mark recently signed a proposed Sourcewell and GWO Trucking for Tully Park’s expansion. Anticipating the project to be completed in 6 weeks.

**Director of Golf Operations** – as submitted.

**Superintendent of Golf** – as submitted.

**Recreation Supervisors** – as submitted. Christina highlighted that there are 400 more camp registrations this summer compared to 2024. Christina also highlighted that the Fitness Room utilization increased but 300 visits in May.

**Committees of the Board**

There were no reports.

**Unfinished/Ongoing Business**

There were none.

**New Business****Election of Park Board Officers June 2025-May 2026****Park Board President**

A motion was made by Commissioner Jackson and seconded by Commissioner Kirste to open the nominations for 2025-2026 Park Board President. The motion was approved by a voice vote with one absent (Commissioner Fries). The motion carried.

A motion was made by Commissioner Avery 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 Fries). The motion carried.

A motion was made by Commissioner Jackson and seconded by Commissioner Cloud to close nominations for 2025-2026 Park Board President. The motion was approved by a voice vote with one absent (Commissioner Fries). The motion carried.

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

**Park Board Vice President**

A motion was made by Commissioner Jackson and seconded by Commissioner Avery to open the nominations for 2025-2026 Park Board Vice President. The motion was approved by a voice vote with one absent (Commissioner Fries). The motion carried.

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

A motion was made by Commissioner Kirste and seconded by Commissioner Jackson to close nominations for 2025-2026 Park Board Vice President. The motion was approved by a voice vote with one absent (Commissioner Fries). The motion carried.

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

**Park Board Treasurer**

A motion was made by Commissioner Avery and seconded by Commissioner Jackson to open the nominations for 2025-2026 Park Board Treasurer. The motion was approved by a voice vote with one absent (Commissioner Fries). The motion carried.

**New Business (continued)**

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

A motion was made by Commissioner Messer and seconded by Commissioner Jackson to close nominations for 2025-2026 Park Board Treasurer. The motion was approved by a voice vote with one absent (Commissioner Fries). The motion carried.

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

**Park Board Secretary**

A motion was made by Commissioner Kirste and seconded by Commissioner Jackson to open the nominations for 2025-2026 Park Board Secretary. The motion was approved by a voice vote with one absent (Commissioner Fries). The motion carried.

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

A motion was made by Commissioner Avery and seconded by Commissioner Jackson to close nominations for 2025-2026 Park Board Secretary. The motion was approved by a voice vote with one absent (Commissioner Fries). The motion carried.

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

**Commissioner's Comments**

There were none.

**Adjournment**

With no further business to discuss, a motion was made by Commissioner Cloud and seconded by Commissioner Kirste to adjourn the Regular Board Meeting at 7:41 p.m. The motion was approved by a voice vote with one absent (Commissioner Fries). The motion carried.

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Betty Cloud, Board Secretary