

**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, NOVEMBER 18, 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: Betty Cloud, Paul Fries, Tim Jones, Eric Kirste

Commissioners absent: Ellen Avery, Karl Jackson, Steve Messer

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

A quorum was present.

Corrections/Additions/Approval of Agenda

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

Recognition/Welcome

Resident Jill Moskal was in attendance.

Public Comment

There were none.

Consent Agenda

There was a correction in Consent Agenda: *Item B Approval of October 28, 2025 Regular Board Meeting Minutes* were corrected to include the names of the Commissioners who provided the motions:

Approval of Ordinance #10.28.2025A: “An ordinance providing for the issue of \$723,810 General Obligation Limited Tax Park Bonds, Series 2025, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of said Park District, for the payment of certain outstanding bonds, providing for the levy of a direct annual tax to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.”
A motion was made by **Commissioner Fries and seconded by Commissioner Messer** to approve Ordinance #10.28.2025A...”

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

Ayes: Commissioners Cloud, Fries, Jones, Kirste

Consent Agenda (Continued)

Nays: None
Abstain: None
Absent: Commissioner Avery, Jackson, Messer
The motion carried.

Announcements (Meetings)

The next Regular Board Meeting will be held at Old Orchard Country Club on December 16, 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 discussed options for capital projects in 2026 with variables such as whether the OSLAD Grant is awarded, and different parks (Country Gardens and/or Lions Park) and the courts at each. There was discussion about the availability of funds, priorities, and various scenarios. More discussion scheduled for December board meeting regarding budget and fund balances.

Marketing & Communications Manager – as submitted. Marketing & Communications Manager Castil provided a copy of the latest edition of the Winter/Spring 2026 Active Adult newsletter. The newsletter was mailed to patrons who requested a hard copy. Candidates for the part-time Community Relations Specialist position, vacant since mid-September, have been interviewed.

Superintendent of Finance, HR, and IT – as submitted. Superintendent of Finance, HR and IT Hughes is working on the budget and capital funds for fiscal year 2026.

Superintendent of Recreation – In addition to the submitted written report, Superintendent of Recreation Ray Doerner reported the Winter/Spring 2026 program guide and Active Adult newsletter are now available to the public. Resident registration began Monday, November 17. Online registration increased in the last 3 years. He highlighted the Active Adult Preview event held on November 10 where drawings were held for various prizes including one Active Adult trip gift certificate. This event allowed individuals to register one week prior to open registration. He also reported that Mark Grassi's staff have been working to remove the playground equipment on the southeast side of the pool area and discussed options to utilize that space.

Superintendent of Parks and Facilities – In addition to the submitted report, Superintendent of Parks and Facilities Mark Grassi reported the contracted HVAC company found three significant cracks in the heat exchanges. Staff is discussing the cost to fix versus replace the heat exchangers next year. The new playground equipment and basketball hoop at Kiwanis Park have been installed. The new salt spreader will assist with a more efficient snow removal operation. He also hired a Parks Supervisor who will attend the December board meeting

Director of Golf Operations – In addition to the submitted report, Director of Golf Marc Heidkamp reported turkey shoot was held last Sunday and a success. The golf course completed sewer line major repairs. There was a discussion regarding individuals preferring

Director of Golf Operations (report continued)

outings and open play rather than golf membership. The team is planning monthly events for summer 2026.

Superintendent of Golf – as submitted.

Recreation Supervisors – as submitted.

Committees of the Board

There were no reports.

Unfinished/Ongoing Business

There were no reports.

New Business

Approval of NRC prescribed burns 2025/2026

A motion made by Commissioner Cloud and seconded by Commissioner Kirste to approve the NRC prescribed burns 2025/2026 as submitted. The motion was approved by a voice with three Commissioners absent (Avery, Jackson, Messer). The motion carried.

Approval of Resolution #11.18.2025A Amendments to Chapter 10: Traffic of The Prospect Heights Park District Ordinance

A motion made by Commissioner Fries and seconded by Commissioner Kirste to approve Resolution #11.18.2025A Amendments to Chapter 10: Traffic of The Prospect Heights Park District Ordinance. The motion was approved by a roll call vote.

Ayes: Commissioners Cloud, Fries, Jones, Kirste

Nays: None

Abstain: None

Absent: Commissioner Avery, Jackson, Messer

The motion carried.

Approval of Intergovernmental Agreement with Prospect Heights Police Department

A motion made by Commissioner Cloud and seconded by Commissioner Fries to approve the Intergovernmental Agreement with Prospect Heights Police Department as submitted. The motion was approved by a roll call vote.

Ayes: Commissioners Cloud, Fries, Jones, Kirste

Nays: None

Abstain: None

Absent: Commissioner Avery, Jackson, Messer

The motion carried.

Approval of Resolution #11.18.2025 Truth in Taxation for Levy Year 2025

A motion made by Commissioner Fries and seconded by Commissioner Cloud to approve Resolution #11.18.2025 Truth in Taxation for Levy Year 2025 as submitted. The motion was approved by a roll call vote.

Ayes: Commissioners Cloud, Fries, Jones, Kirste

Nays: None

Abstain: None

Absent: Commissioner Avery, Jackson, Messer

The motion carried.

Approval of the revised Park District Code of Conduct

A motion made by Commissioner Kirste and seconded by Commissioner Cloud to approve the revised Park District Code of Conduct as submitted. The motion was approved by a voice with three Commissioners absent (Avery, Jackson, Messer). The motion carried.

Discussion: Enhancing Board Engagement and Meeting Structure for 2026

Commissioner Jones reported Christina, Ellen, and he met to discuss the future meeting structure. He proposed alternating regular meetings (odd numbered months) and Committee of the Whole meetings (even numbered months) to provide additional opportunity for board discussion. Staff will also not be required to attend monthly meeting unless there is an agenda item requiring reporting from specific staff. Continued discussion will take place at December's board meeting regarding the 2026 meeting schedule.

Commissioner's Comments

Commissioner Kirste requested a status report from the Prospect Heights Parks Foundation to keep the Park District board informed.

Adjournment

With no further business to discuss, a motion was made by Commissioner Coud and seconded by Commissioner Fries to adjourn the Regular Meeting at 8:13 p.m. The motion was approved by a voice with three Commissioners absent (Avery, Jackson, Messer). The motion carried.

Betty Cloud, Secretary