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 28, 2026

Call to Order
Roll Call
Commissioner Avery called the Regular Board Meeting of the Prospect Heights Park District to order at 7:00 p.m.

Commissioners present:	Ellen Avery, Betty Cloud (arrived at 7:01 p.m.), Paul Fries, Karl Jackson, Eric Kirste, Steve Messer
Absent:	Tim Jones
Also Present:	Christina Ferraro, Executive Director, Edlyn Castil, Marketing & Communications Manager/Recording Secretary, Ray Doerner, Superintendent of Recreation

A quorum was present.

Corrections/Additions/Approval of Agenda
A motion was made by Commissioner Messer and seconded by Commissioner Jackson to approve the agenda as submitted. The motion was approved by a voice vote with Commissioners Cloud and Jones absent. The motion carried.

Recognition/Welcome
Jill Moskal was in attendance.

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, Jackson, Kirste, Messer
Nays:	None
Abstain:	None
Absent:	Jones

The motion carried.

Announcements (Meetings)
The next Regular Board Meeting will be held at Gary Morava Recreation Center on August 25, 2026 at 7:00 p.m.

Attorney's Report
There was none.

Staff Report Staff Report

Executive Director – Executive Director Christina Ferraro provided updates:

Parks & Projects Update

ITEP Grant / Bike Path Enhancement – Staff is moving forward with preparations for an Illinois Transportation Enhancement Program (ITEP) grant application of approximately $5 million to improve the existing bike path. Staff is currently coordinating with property owners and agency partners to confirm the necessary permissions and requirements for the application. Community input is also being gathered to help identify priorities and demonstrate support for the project. The bike path provides connections to several important community destinations, including: Country Gardens Park, Somerset Park, Prospect Heights Metra Station, Harper Colleye, National Louis University, School District 23 and Lake Arlington Staff has met with the City regarding the project and will meet with the other entities included in the application to discuss the project, request letters of support and explore potential financial contributions.

Country Gardens Park / OSLAD Grant – Planning continues for improvements at Country Gardens Park, supported by the Park District's $600,000 OSLAD grant. Staff is working through the necessary agency reviews, permitting and project coordination, with construction anticipated to begin in spring 2027. The project includes an accessible walking loop, replacement playground, site amenities, landscaping and six pickleball courts. During the community meeting, residents also raised concerns regarding the crosswalk on Stonegate between the two park areas, particularly vehicle speeds and drivers turning into the park parking lots. Staff is evaluating opportunities to improve the safety of this crossing and whether improvements could potentially be incorporated into the ITEP Bike Path Enhancement project.

Bike Path Little Library – The Little Library located along the bike path near Camp McDonald has been replaced. The original library, which was approximately 10–15 years old, had reached the end of its useful life. The Park District replaced the library and local artist Kate Tully volunteered her talents to embellish it with artwork incorporating the bike path, nature and books.

Country Gardens Park Vandalism - Staff continues to experience vandalism involving the portable restroom at Country Gardens Park. The unit was damaged again over the weekend. Similar incidents occur approximately four to five times per year.

School Street Park - Staff continues to address illegal dumping at School Street Park. A recent incident required Parks staff approximately a day and a half to clean up. Letters were sent to approximately 13 neighboring residences asking residents to notify the Park District if they observe any illegal dumping or suspicious activity. The Police Department has also been asked to monitor the area. Staff plans to apply for a grant to remove approximately 15 dead trees at the park. As part of the same grant request, staff will seek funding for an updated tree inventory and tree management plan.

Claire Lane - The Park District will be replacing the canopy at Claire Lane. The new canopy has been ordered and is expected to arrive soon.

Jaycee Park - The Park District and Natural Resources Commission (NRC) worked with an Eagle Scout on improvements at Jaycee Park. NRC will continue to assist with the project and help oversee it in the future. The project included the installation of six birdhouses, kiosk and bench.

Tully Park - NRC donated native plants for the park. The improvements have been completed, and the area is looking very nice. All new signs have been installed.

Walnut Woods / Heron Pond - Several trees have recently fallen at Walnut Woods, including additional damage following the most recent weather. Two large trees fell into Heron Pond. Due to the size and location of the trees, removal cannot be handled in-house. Staff will contract with an outside company to complete the work.

Muir Park - The agreement for Muir Park is approximately 98% complete, with staff working through final dates and details.

Staff & Operations Update

Financial Update - Staff worked with several financial institutions to reposition Park District funds and improve investment returns. Busey Bank continues to hold existing investment accounts, currently earning approximately 2.78%. Approximately $3 million was moved into other financial institutions/investment vehicles

Budget Update - The current year's budget anticipated approximately $683,000 deficit, primarily due to planned capital expenditure. Some capital projects are now expected to be deferred, which should improve the year-end financial position. Major Country Gardens Park project expenses are not expected to occur during the current fiscal year. A correction was noted in the financial report: approximately $232,000 from the rollover bond applies to the current year's budget, rather than next year's budget. Staff reported that other operational areas, including recreation, are performing well and expressed confidence that the Park District will finish the year in a better financial position than originally budgeted.

PHYBS / Ball Field Discussion - Staff recently met with Prospect Heights Youth Baseball & Softball (PHYBS) regarding available ball fields and future needs. PHYBS currently utilizes fields at several locations, including Muir Park, McDonald Field, Lions Park, Lou Johnson/Phantom Field at School District 23, two fields at Patriot Park through Arlington Heights Park District and Pleasant Run Field in Wheeling
PHYBS approached the Park District about the possibility of constructing a youth ball field at Tully Park. After brief discussion, the board didn’t feel the activity was appropriate for that park.

Summer Operations / Staff Recognition - Staff was recognized for being flexible, patient and responsive throughout a challenging summer. Operations have been impacted by several issues, including temperatures reaching the 90s and 100s, poor air quality days, significant rainstorms and flooding in the Lions Park parking lot, numerous downed trees throughout Park District properties. Despite these challenges, staff has continued to respond effectively and maintain operations.

Comcast Outage / Fiber Internet - Following the recent Comcast outage and equipment failure that disrupted internet access and credit card processing throughout the Park District, staff has continued evaluating options to improve internet reliability. Staff is reviewing dedicated fiber and network connectivity options for Park District facilities, including the costs and

benefits of transitioning facilities from existing Comcast coax connections to fiber. The goal is to provide a more reliable network and reduce the operational impact of future internet outages. Staff will continue evaluating the available options before making a recommendation.

Old Orchard Country Club

Storm / Tree Damage - A tree at the golf course sustained significant damage on the Fourth of July, apparently after being struck by lightning. The incident also damaged portions of the golf course's irrigation system.

Schoenbeck Road Construction - Construction along Schoenbeck Road included installation of a sidewalk and concrete curb. The Village of Mount Prospect advised that work could affect access for approximately 10 days, although they anticipated completing it sooner. The Park District communicated the anticipated disruption to the community. Access became a particular concern because a wedding was scheduled at the golf course during the construction period. Issues arose when portions of the curb/apron work were not completed in a timely manner, creating difficult access conditions. Two vehicles reportedly bottomed out while attempting to enter the property, resulting in calls to the Park District. Construction activity also damaged several sprinkler heads, which will be repaired. Additional electrical issues were experienced during the project. Parks staff met with those involved on-site to address the concerns and discuss the importance of restoring appropriate access. Following those conversations, access was restored by Friday evening, allowing the scheduled Saturday wedding to proceed as planned.

Lions Park Conceptual Site Plan - The Board previously received a conceptual site plan for Lions Park prepared by Wight & Wight & Company presented the Lions Park Master Plan concepts to the Board, incorporating the results of the recently completed geotechnical investigation. The concepts address the long-term future of the recreation center, pool, Administration Building, tennis courts, parking, drainage and other site amenities.

The geotechnical investigation confirmed challenging soil conditions throughout portions of the site, including significant depths of peat beneath areas of the existing recreation center and pool. These conditions contribute to the settling and drainage issues experienced at Lions Park and will have a significant impact on the cost and feasibility of future improvements.

Based on the findings, preliminary estimates indicate that addressing the unsuitable soils could add approximately $1.8–$2.2 million to the project. Replacement of the existing pool is currently estimated at approximately $5.5–$5.8 million. Given the magnitude of these costs, the Board and staff will continue evaluating the concepts, priorities, potential funding sources and phasing options before determining the next steps for Lions Park.

Committees of the Board
None

Unfinished/Ongoing Business
None

New Business

Consider Approval of the School Street 23 Intergovernmental Agreement Renewal

A motion was made by Commissioner Cloud and seconded by Commissioner Fries to approve the School Street 23 Intergovernmental Agreement Renewal. The motion was approved by a voice vote with Commissioner Jones absent. The motion carried.

Consider Approval of Amendments to the Personnel Manual: Payroll and Paid Time Off Policies

A motion was made by Commissioner Cloud and seconded by Commissioner Fries to approve the Amendments to the Personnel Manual: Payroll and Part Time Off Policies as submitted. The motion was approved by a roll call vote.

Ayes: Commissioners Avery, Cloud, Fries, Jackson, Kirste, Messer
Nays: None
Abstain: None
Absent: Jones
The motion carried.

Recess Into Executive Session

A motion was made by Commissioner Messer and seconded by Commissioner Jackson 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 and Section 2 (c) (1) the compensation of specific employees of the public body at 7:52 p.m. The motion was approved by a voice vote with Commissioner Jones absent. The motion carried.

Reconvene Open Session

A motion was made by Commissioner Kirste and seconded by Commissioner Messer to open the regular board meeting at 7:56 p.m. The motion was approved with a voice vote with Commissioner Jones absent. The motion carried.

Action as a Result of the Executive Session

Approval to Adopt Resolution #07.28.2026 Determining the Confidentiality of Closed Session Minutes and Authorization to Release the Closed Session Minutes

During the executive session, the semi-annual review of executive session minutes was conducted. It was determined the following previously approved closed session meeting minutes continue to require confidential treatment December 15, 2020, February 24, 2026, March 31, 2026, April 28, 2026. The approved closed session meeting minutes from January 27, 2026 no longer require confidential treatment and shall be made available for public inspection

A motion was made by Commissioner Kirste and seconded by Commissioner Messer to adopt Resolution #07.28.2026: Determining the Confidentiality of Closed Session Minutes as submitted. The motion was approved by a voice vote with Commissioner Jones absent. The motion carried.

Adjournment

With no further business to discuss, a motion was made by Commissioner Kirste and seconded by Commissioner Cloud to adjourn the Regular Meeting at 7:58 p.m. The motion was approved by a voice vote with Commissioner Jones absent. The motion carried.

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Elizabeth “Betty” Cloud, Secretary