

**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, DECEMBER 8, 2009**

**I. Call to Order**

**A. Roll Call**

President Dan Pavlik called the Regular Board Meeting of the Prospect Heights Park District to order at 7:00 p.m.

Commissioners present:

Jack Barrett  
Mark Malouf  
Bernie Olson  
Dan Pavlik  
Jean Spiegelhalter  
Bill Vannelli

Commissioners absent:

There was none.

Also Present:

Kathy Nowicki – Executive Director  
Dave Figgins – Superintendent of Recreation and Parks  
Annette Curtis – Business Manager  
Marc Heidkamp – Director of Golf Operations  
James Lennon – Park District Attorney  
Edlyn Castil – Recording Secretary

**B. Pledge of Allegiance**

Led by Kathy Nowicki.

**II. Corrections / Additions / Approval of Agenda**

A motion was made by Commissioner Barrett and seconded by Commissioner Vannelli to accept the Agenda as submitted. The motion was unanimously approved by a voice vote. Motion carried.

**III. Recognition / Introduction**

**A. Residents**

Meg Vannelli, Prospect Heights resident.

**B. Volunteer Recognition**

Executive Director Kathy Nowicki recognized Ed Daniels. He is a long time volunteer of the Park District. Through the years Ed Daniels has provided countless photographs of Park District programs, events, parks, and golf course landscape. As a volunteer, Ed has been extremely generous with his time and talent.

**IV. Announcements (Meetings)**

**A. Regular Board Meeting**                      1/12/10                      7:00 PM                      GMRC

**V. Correspondence**

**A. NWSRA/SLSF “Celebrate Ability Luncheon” invitation**

**B. PDRMA LRN Alert (November 16, 2009) Illinois Vehicle Code Amended**

**C. PDRMA Healthbeat – Fall 2009**

Executive Director reported the Park District has received numerous holiday greeting cards.

**VI. Approval of Minutes**

**A. Finance Committee Meeting – November 10, 2009**

A motion was made by Commissioner Malouf and seconded by Commissioner Olson to approve the November 10, 2009 Regular Finance Committee Meeting minutes as submitted. The motion was approved by a voice vote. The motion carried.

**B. Regular Board Meeting – November 10, 2009**

A motion was made by Commissioner Olson and seconded by Commissioner Malouf to approve the November 10, 2009 Regular Board Meeting minutes as submitted. The motion was approved by a voice vote. The motion carried.

**C. Finance Committee Meeting – November 24, 2009**

A motion was made by Commissioner Barrett and seconded by Commissioner Olson to approve the November 24, 2009 Regular Finance Committee Meeting minutes as submitted. The motion was approved by a voice vote. The motion carried.

**VII. Public Comment**

Resident Meg Vannelli commented that Walnut Woods looks great; it is nice and clean.

**VIII. Park District Treasurer’s Report**

**A. Cash Report #12**

A motion was made by Commissioner Barrett and seconded by Commissioner Olson to accept the Treasurer’s Report – Cash Report #12 dated December 8, 2009 as submitted. The motion was unanimously approved by voice vote. The motion carried.

See Appendix A

**B. Approval of Warrants for Payment**

A motion was made by Commissioner Barrett and seconded by Commissioner Vannelli to accept Warrants for payment as submitted for Vendor Warrants #11, 11A, 11B, 11C, 11D, Payroll 23, 24 and Refund 11. The motion was unanimously approved by a roll call vote.

Ayes:                      Commissioners Barrett, Ludvigsen, Malouf, Olson, Pavlik, Spiegelhalter and Vannelli

Nays:                      None

Absent:                      None

The motion carried.

See Appendix B

**IX. Attorney's Report****A. Legal Matters**

Attorney Jim Lennon reported there were no other matters other than what was presented on the agenda.

**X. Administrative / Operational Summary**

As submitted in Board Packet.

Executive Director Kathy Nowicki reported that the staff has worked diligently as a team, addressing all components of the 2009 PDRMA Review. Everyone has worked hard toward the goal of achieving an "A" rating. A great effort has been made by everyone.

Commissioner Malouf commented about the correspondence received from Bonnie regarding the Clubhouse improvements.

Commissioner Pavlik commented on follow-up related to fitness center equipment.

**XI. Business Manager Report****A. YTD 2009 Fund Summary**

There was discussion about the YTD 2009 Fund Summary. Business Manager Annette Curtis reported that most of the revenue that is not represented in November is related to property taxes not yet received.

**B. Recreation Fund (02-16) Summary**

There was discussion about the Recreation Fund (02-16) Summary. Business Manager Annette Curtis commented on property taxes not reflected in summary. Commissioner Spiegelhalter commented that in the current economy Golf has had a great year.

**XII. Committee Reports**

There were none.

**XIII. Unfinished / Ongoing Business****A. 2010 Budget – Final Draft**

Final recommendations have been made.

A motion was made by Commissioner Vannelli and seconded by Commissioner Olson to accept the 2010 Budget Final Draft as submitted. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Ludvigsen, Malouf, Olson, Pavlik, Spiegelhalter and Vannelli

Nays: None

Absent: None

The motion carried.

**XIII. Unfinished / Ongoing Business (continued)****B. OOC Washroom Project**

There was continued discussion about the OOC washroom project. The architect reviewed the project and recommended modifying the preexisting maintenance facility instead of the precast structure. A Greens Committee meeting will be scheduled for further discussion.

**XIV. New Business****A. Public Hearing – Tax Levy Ordinance 12.08.09**

A motion was made by Commissioner Spiegelhalter and seconded by Commissioner Barrett to open the public hearing for Tax Levy Ordinance 12.08.09. The motion was unanimously approved by a voice vote. Motion carried.

There being no comments from the public, a motion was made by Commissioner Olson and seconded by Commissioner Vannelli to close the public hearing for Tax Levy Ordinance 12.08.09. The motion was unanimously approved by a voice vote. Motion carried.

**B. Approve Property Tax Extension Resolution 12.08.09**

A motion was made by Commissioner Spiegelhalter and seconded by Commissioner Olson to approve Property Tax Extension Resolution 12.08.09. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Ludvigsen, Malouf, Olson, Pavlik, Spiegelhalter and Vannelli

Nays: None

Absent: None

The motion carried.

**C. Adopt Tax Levy Ordinance 12.08.09**

A motion was made by Commissioner Barrett and seconded by Commissioner Olson to adopt Tax Levy Ordinance 12.08.09. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Ludvigsen, Malouf, Olson, Pavlik, Spiegelhalter and Vannelli

Nays: None

Absent: None

The motion carried.

**XIV. Recess into Executive Session**

There was none.

**XV. Reconvene to Open Session**

There was none.

**XVI. Possible Action on Matters Discussed Executive Session**

There was none.

**XVII. Adjournment**

With no further business to discuss a motion was made by Commissioner Olson and seconded by Commissioner Vannelli to adjourn the Regular Board Meeting at 7:58 p.m. The motion was unanimously approved by a voice vote. The meeting was adjourned.

Respectfully Submitted,

***Edlyn Castil***

Edlyn Castil

Recording Secretary

Secretary: \_\_\_\_\_

P. Ludvigsen, Prospect Heights Park District Secretary