

**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, OCTOBER 13, 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 (arrived at 7:01 p.m.)
Bernie Olson
Dan Pavlik
Jean Spiegelhalter
Bill Vannelli

Commissioners absent:

Patrick Ludvigsen

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

Commissioner Pavlik requested to add discussion about the Fitness Center under Item XIV. D. and move that Item to Section VII.

A motion was made by Commissioner Barrett and seconded by Commissioner Olson to accept the Agenda as amended. The motion was unanimously approved by a voice vote.

III. Recognition / Introduction

A. Residents

Meg Vannelli and Sheldon Neitz, Prospect Heights residents

B. Guests

There were none.

III. Recognition / Introduction (continued)**C. Staff Recognition**

Executive Director Kathy Nowicki recognized Commissioner Pavlik for 25 years of service and Commissioner Barrett for 10 years of service.

IV. Announcements (Meetings)

- | | | | |
|-------------------------------------|-----------------|----------------|-------------|
| A. Finance Committee Meeting | 11/10/09 | 6:00 PM | GMRC |
| B. Regular Board Meeting | 11/10/09 | 7:00 PM | GMRC |

V. Correspondence**A. Northwest Special Recreation Association memo dated September 24, 2009****B. Special Leisure Services Foundation letter dated September 29, 2009****C. Speer Financial letter dated October 5, 2009**

Commissioner Pavlik reported receiving an invitation to the Indian Trails Public Library Annual Breakfast on November 5, 2009 and information about Harper College's series of seminars and installation for their new President.

VI. Approval of Minutes**A. Regular Board Meeting – September 8, 2009**

A motion was made by Commissioner Barrett and seconded by Commissioner Vannelli to approve the September 8, 2009 Regular Board Meeting minutes as submitted. The motion was approved by a voice vote.

B. Finance Committee Meeting – October 6, 2009

A motion was made by Commissioner Malouf and seconded by Commissioner Olson to approve the October 6, 2009 Finance Committee Meeting minutes as submitted. The motion was approved by a voice vote.

VII. Public Comment

Fitness Center user, Sheldon Neitz, discussed the replacement of the last stairmaster. He would like to see the Park District obtain input from the users of the Fitness Center regarding the use of various fitness equipment. Superintendent of Recreation and Parks Dave Figgins explained the Park District annually budgets to upgrade the fitness equipment. There was discussion about placing suggestion/comment forms in the Fitness Center, more communication to patrons, and staff to investigate other options. Commissioner Pavlik indicated that the Park District is in the midst of an ADA audit and the Fitness Center will be included in the evaluations of the facilities.

There was discussion about two commissioners attending an in-service with Dave Phillips of Spear Financial to discuss financial planning.

VIII. Park District Treasurer's Report**A. Cash Report #10**

A correction was made to the submitted Cash Report – changed from #09 to #10.

A motion was made by Commissioner Barrett and seconded by Commissioner Vannelli to accept the Treasurer's Report – Cash Report #10 dated October 13, 2009 as amended. The motion was unanimously approved by voice vote.

See Appendix A

B. Approval of Warrants for Payment

A motion was made by Commissioner Barrett and seconded by Commissioner Spiegelhalter to accept Warrants for payment as submitted for Vendor Warrants # 9, 9A, 9B, 9C, 9D, Payroll 19, 20 and Refund 9. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Malouf, Olson, Pavlik, Spiegelhalter and Vannelli
Nays: None
Absent: Commissioners Ludvigsen
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.

Commissioner Malouf inquired about the status of the golf course washroom addition. Executive Director Kathy Nowicki reported the concept of a pre-cast facility has been submitted to the Village of Mount Prospect. The Park District has not received the final decision back from the Village.

Director of Golf Operations Marc Heidkamp commented that another option is being considered for the golf course washroom. There has been discussion about renovating the washrooms located at the Grounds Maintenance facility.

XI. Business Manager Report

A. YTD 2009 Fund Summary

There was discussion about the YTD 2009 Fund Summary.

B. Recreation Fund (02-16) Summary

Business Manager Annette Curtis reported the Recreation Fund has done great. Children's Dance has done remarkably well.

XII. Committee Reports

There were none.

XIII. Unfinished / Ongoing Business

A. 2010 Budget Timeline

Executive Director Kathy Nowicki reported the first draft of 2010 Budget will be distributed to staff on 10/23/09. The Commissioners will receive the draft on 10/30/09.

XIV. New Business

A. Public Hearing – BINA (Bond Issue Notification Act)

The BINA public hearing was opened by Commissioner Pavlik at 8:02 pm There being no comments or questions from the audience and Commissioners, a motion was made by Commissioner Olson and seconded by Commissioner Malouf to close the BINA public hearing. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Malouf, Olson, Pavlik, Spiegelhalter and Vannelli
Nays: None
Absent: Commissioners Ludvigsen

D. NWSRA Assessment Resolution 10.13.09

A motion was made by Commissioner Spiegelhalter and seconded by Commissioner Vannelli to approve NWSRA Assessment Resolution 10.13.09. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Malouf, Olson, Pavlik, Spiegelhalter and Vannelli
Nays: None
Absent: Commissioners Ludvigsen

C. Illinois Funds Local Government Short-Term Loan Program Application

There was discussion related to the Park District needing a short-term loan due to a delay in receiving payment of property taxes and bond payments due in December.

A motion was made by Commissioner Malouf and seconded by Commissioner Olson to approve the application process for the short-term loan program.

Ayes: Commissioners Barrett, Malouf, Olson, Pavlik, Spiegelhalter and Vannelli
Nays: None
Absent: Commissioners Ludvigsen

XV. Recess into Executive Session

There was none.

XVI. Reconvene to Open Session

There was none.

XVII. Possible Action on Matters Discussed Executive Session

There was none.

XVIII. 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 8:15 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