

**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, MARCH 9, 2010**

I. Call to Order

A. Roll Call

President Dan Pavlik called the Regular Board Meeting of the Prospect Heights Park District to order at 7:02 p.m.

Commissioners present:

Patrick Ludvigsen

Mark Malouf

Bernie Olson

Dan Pavlik

Jean Spiegelhalter (arrived at 7:03 p.m.)

Commissioners absent:

Jack Barrett

Bill Vannelli

Also Present:

Kathy Nowicki – Executive Director

Dave Figgins – Superintendent of Recreation and Parks

Annette Curtis – Business Manager

James Lennon – Park District Attorney

Edlyn Castil – Recording Secretary

B. Pledge of Allegiance

The Pledge of Allegiance was led by Patrick Ludvigsen.

II. Corrections / Additions / Approval of Agenda

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

III. Recognition / Introduction

A. Residents

There were none.

B. Guests – Jesse Kinsland, PDRMA Risk Management Consultant

Jesse Kinsland presented the Prospect Heights Park District with two awards. Prospect Heights Park District earned an Excellent – Level A rating on their 2009 Loss Control Program Review. Their efforts are being acknowledged with a \$1,500 cash award.

III. Recognition / Introduction (continued)**C. Recognition – Prospect Heights Park District**

Executive Director Kathy Nowicki reported all Staff were acknowledged for the team effort related to achieving Level A rating at the 2/12/10 All Staff meeting. Celebration and presentation of plaques awarded the District will be part of upcoming All Staff Meeting on 3/12/10. Commissioner Olson suggested that a letter acknowledging all the Park District employees be drafted. Commissioner Malouf will draft a letter acknowledging staff.

IV. Announcements (Meetings)

A. Regular Board Meeting 04/13/10 7:00 PM GMRC

V. Correspondence

A. Park District Risk Management Association (PDRMA) letter dated February 8, 2010

B. Illinois Association of Park District (IAPD) letter dated February 2010

C. Northwest Special Recreation Association (NWSRA) Newsletter received February 17, 2010

D. Park District Risk Management Association (PDRMA) Winter 2010 newsletter

VI. Approval of Minutes**A. Regular Board Meeting – February 9, 2010**

A motion was made by Commissioner Spiegelhalter and seconded by Commissioner Malouf to approve the February 9, 2010 Regular Board Meeting minutes as submitted. The motion was unanimously approved by a voice vote. Motion carried.

B. Recreation Committee Meeting – February 23, 2010

Commissioner Malouf requested that Section VIII. New Business, A. Recreation Programming be amended by adding “A follow up meeting of the Recreation Committee will be scheduled at the earliest convenience.” at the end of this section.

A motion was made by Commissioner Malouf and seconded by Commissioner Olson to approve the February 23, 2010 Recreation Committee Meeting minutes as amended. The motion was unanimously approved by a voice vote. Motion carried.

C. Planning Committee Meeting – February 12, 2010

A motion was made by Commissioner Pavlik and seconded by Commissioner Ludvigsen to approve the February 12, 2010 Planning Committee Meeting minutes as submitted. The motion was unanimously approved by a voice vote. Motion carried.

VII. Public Comment

There were none.

VIII. Park District Treasurer's Report

A. Cash Report #03

A motion was made by Commissioner Pavlik and seconded by Commissioner Olson to accept the Treasurer's Report – Cash Report #03 dated March 9, 2010 as submitted. The motion was unanimously approved by a voice vote. Motion carried.

See Appendix A

B. Approval of Warrants for Payment

A motion was made by Commissioner Pavlik and seconded by Commissioner Spiegelhalter to accept Warrants for payment as submitted for Vendor Warrants #2, 2A, 2B, 2C, 2D, Payroll 3, 4 and Refund 2. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioners Barrett, Vannelli

The motion carried.

See Appendix B

IX. Attorney's Report

A. Legal Matters

Attorney Jim Lennon reported a tax appeal notice was received with regards to property located at 2430 E. Rand Road. He will continue to monitor.

X. Administrative / Operational Summary

A. Executive Director

B. Superintendent of Recreation and Parks

C. Director of Golf Operations

D. Superintendent of Greens

As submitted in Board Packet.

Commissioner Malouf commented about the article that was in The Journal about the Park District survey. He requested that the proposed Park District survey be advertised in the Daily Herald. Executive Director Nowicki explained the Park District was approached by The Journal. Moving forward, the Park District will send out press releases about the survey.

Commissioner Malouf requested a line item by line item update of OCCC Clubhouse renovation projects for April Board Meeting.

Commissioner Pavlik reported the City is hosting an Inaugural Community Breakfast on May 1, 2010. Commissioners interested in attending need to RSVP to Kathy Nowicki or Andrew.

Executive Director Kathy Nowicki announced that employee Ray Cervantes' mother passed away.

XI. Business Manager Report**A. YTD 12/31/2009 Fund Summary****B. Recreation Fund Summary**

Business Manager Annette Curtis noted that the beginning balances represent unaudited audit balances.

XII. Committee Reports**A. Planning Committee**

There was discussion about the proposed Community Survey and moving forward with obtaining bids for professional services.

B. Recreation Committee

Commissioner Malouf discussed scheduling a future meeting.

XIII. Unfinished/Ongoing Business

There was none.

XIV. New Business**A. Tax Abatement Ordinance Park Bonds****1. Series 2003A****2. Series 2004A****3. Series 2005B**

A motion was made by Commissioner Olson and seconded by Commissioner Ludvigsen to approve Ordinance No. 03.09.10, an ordinance abating the tax levied for the year 2009 to pay debt service on \$845,511.15 General Obligation Capital Appreciation Park Bonds (Alternate Revenue Source), Series 2003A, \$2,215,000 General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2004A, and \$8,890,000 General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2005B of the Prospect Heights Park District, Cook County, Illinois. The motion was unanimously approved by a roll call vote.

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

Nays: None

Absent: Commissioners Barrett, Vannelli

The motion carried.

B. Comprehensive Planning – Community Survey

A motion was made by Commissioner Spiegelhalter and seconded by Commissioner Malouf to direct Staff to seek quotes for Community Survey work as discussed in the Planning Committee Meeting. The motion was unanimously approved by a voice vote with 5 ayes, 0 nays, and 2 absent (Barrett, Vannelli). Motion carried.

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.

XIV. Adjournment

With no further business to discuss a motion was made by Commissioner Olson and seconded by Commissioner Spiegelhalter to adjourn the Regular Board Meeting at 7:54 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