

**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, JUNE 14, 2011**

I. Call to Order

A. Roll Call

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

Commissioners present:

Jack Barrett
Terry Curtis
Lisa Gould
Patrick Ludvigsen
Mark Malouf
Bernie Olson
Bill Vannelli

Commissioners absent:

None.

A quorum was present.

Also Present:

Kathy Nowicki – Executive Director
Dave Figgins – Superintendent of Recreation and Parks
Annette Curtis – Business Manager
Marc Heidkamp – Director of Golf Operations (arrived at 7:07 p.m.)
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 Ludvigsen and seconded by Commissioner Vannelli to approve the agenda as submitted. The motion was unanimously approved by a voice vote. The motion carried.

III. Correspondence

A. PDRMA Membership Value Highlights May 2011

B. PDRMA LRN Alert – Illinois Civil Union Act

C. Notice of Mount Prospect Elected Officials After Hours

D. NWSRA Winter/Spring Newsletter

E. PDRMA 2010 Annual Report

F. City of Prospect Heights memo dated May 12, 2011

Executive Director Kathy Nowicki distributed additional correspondence received from NWSRA.

IV. Recognition/Welcome

A. Residents - Meg Vannelli was present.

B. Award Recognition – Marc Heidkamp. Executive Director Kathy Nowicki congratulated Director of Golf Operations Marc Heidkamp on his election to membership in the Quarter Century Club of the Professional Golfers' Association of America.

C. Guests – Tod Stanton and Michelle Wilson of Design Perspectives were present.

V. Approval of Minutes**A. Regular Board Meeting – May 10, 2011**

A motion was made by Commissioner Olson and seconded by Commissioner Curtis to approve the May 10, 2011 Regular Board Meeting Minutes as submitted. The motion was unanimously approved by a voice vote with two abstains (Malouf, Ludvigsen). The motion carried.

B. Committee of the Whole Meeting – May 24, 2011

A motion was made by Commissioner Ludvigsen and seconded by Commissioner Malouf to approve the May 24, 2011 Committee of the Whole Meeting Minutes as submitted. The motion was unanimously approved by a voice vote. The motion carried.

VI. Park District Treasurer's Report**A. Cash Report #06**

A motion was made by Commissioner Gould and seconded by Commissioner Malouf to accept the Treasurer's Report – Cash Report #06 dated June 14, 2011 as submitted. The motion was unanimously approved by a voice vote. The motion carried. See Appendix A.

B. Approval of Warrants for Payment Date

A motion was made by Commissioner Gould and seconded by Commissioner Malouf to accept Warrants for payment as submitted for Vendor Warrants # 5, 5A, 5B, 5C, 5D, Payroll #9, 10 and Refund #5. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Curtis, Gould, Ludvigsen, Malouf, Olson and Vannelli

Nays: None

Absent: None

The motion carried. See Appendix B.

VII. Business Manager Report**A. YTD Fund Summary****B. Recreation Fund Summary**

Business Manager Annette Curtis distributed a Golf Course analysis statement. The YTD Fund Summary and Recreation Fund Summary were included in the Board Report. Annette reported the summer recreation activities revenue is coming, current expenditures are below budget.

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

Attorney Jim Lennon commented about the email received from NWSRA and recommended for the Board take action and to approve for Ed Dutton to represent the Prospect Heights Park District in the lawsuit involving NWSRA.

A motion was made by Commissioner Olson and seconded by Commissioner Ludvigsen to appoint Ed Dutton to represent the Prospect Heights Park District in the lawsuit involving NWSRA. The motion was unanimously approved by a voice vote. The motion carried.

IX. Administrative / Operational Summary

A. Executive Director - As submitted in the Board Report.

B. Superintendent of Recreation and Parks - Dave Figgins also reported that a series of coupons for pool passes, fitness center, etc. were published in the summer brochure. Many have been redeemed. Several ads were also published in the Daily Herald.

C. Director of Golf Operations – Marc Heidkamp also reported they have expanded their couponing, placed internet ads and have established a Sam’s Club offer. They are considering a direct mail. They will include a golf coupon in the fall park district brochure.

D. Superintendent of Greens - As submitted in the Board Report.

E. Administrative/Operational Updates – 411 N Wheeling Road Detention Area – Water Flow - As submitted in the Board Report.

X. President’s Report

Commissioner Jack Barrett discussed scheduling a Committee of the Whole meeting every 4th Tuesday of the month. He requested for each Committee to come up with plans, goals and objectives for the next 12 months.

XI. Announcements (Meetings)

A. Regular Board Meeting	07/12/11	7:00 PM	GMRC
B. Committee of the Whole	06/28/11	7:00 PM	GMRC

XII. Public Comment

There were none.

XIII. Unfinished / Ongoing Business

A. Master Plan Planning – OSLAD Grant Application

Tod Stanton Design Perspectives reviewed the draft Comprehensive Master Plan. Commissioner Barrett discussed addressing ADA handicap accessibility and debt structure. Tod and Michelle Wilson of Design Perspectives also provided a presentation of the proposed Walnut Woods project. By consensus, the Commissioners preferred Plan A with some adjustments.

B. Professional Services Proposal for Grant Writing

A motion was made by Commissioner Malouf and seconded by Commissioner Ludvigsen to approve a professional services proposal for grant writing with Design Perspectives in the amount of \$7,200. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Curtis, Gould, Ludvigsen, Malouf, Olson and Vannelli

Nays: None

Absent: None

The motion carried.

C. OOC Course Washroom

Executive Director Kathy Nowicki reported the washroom is complete and is operational.

D. Lake Claire Property

Executive Director Kathy Nowicki reported a general letter was sent to neighboring residents of Lake Claire informing them of the bank stabilization. Two responses have been received.

E. Claire Lane Park

Superintendent of Recreation and Parks Dave Figgins discussed revisiting the replacement of the playground at Claire Lane Park.

XIV. New Business

A. Resolution 06.14.11 OSLAD Grant Application for Submission to IDNR

A motion was made by Commissioner Ludvigsen and seconded by Commissioner Malouf to adopt Resolution 06.14.11 OSLAD Grant Application for submission to IDNR. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Curtis, Gould, Ludvigsen, Malouf, Olson and Vannelli

Nays: None

Absent: None.

The motion carried.

B. OOCB Scoreboard Agreement – Optimum Exposure

A motion was made by Commissioner Curtis and seconded by Commissioner Gould to approve OOCB Scoreboard Agreement with Optimum Exposure subject to attorney’s review. The motion was unanimously approved by a roll call vote.

Ayes: Commissioners Barrett, Curtis, Gould, Ludvigsen, Malouf, Olson and Vannelli

Nays: None

Absent: None.

The motion carried.

C. Cell Tower Proposal – Wireless Construction Services Inc.

By consensus, this item was deferred to a future meeting.

XV. Adjournment

With no further business to discuss a motion was made by Commissioner Ludvigsen and seconded by Commissioner Vannelli to adjourn the Regular Board Meeting at 9:30 p.m. The motion was unanimously approved by a voice vote. The meeting was adjourned.

Respectfully Submitted,
Edlyn Castil
Recording Secretary

Secretary: _____
W. Vannelli, Prospect Heights Park District Secretary