

**DES PLAINES PARK DISTRICT  
REGULAR PARK BOARD MEETING MINUTES  
TUESDAY, NOVEMBER 15, 2011**

**CALL TO ORDER/ROLL CALL**

The Regular Meeting of the Board of Commissioners of the Des Plaines Park District was called to order by President Jana Haas at 7:00 p.m. Commissioners answering present to the roll call were: James Grady, Joseph Weber, Donald Rosedale, Bill Yates and President Jana Haas. Also in attendance were: Executive Director John Hecker, Superintendent of Recreation Linda Traina, Superintendent of Parks and Planning Paul Cathey, Superintendent of Business and Golf Operations Don Miletic, Assistant Superintendent of Recreation Jennifer Boys, Assistant Superintendent of Parks & Planning Doug Dohlen, Manager of Golf and Facilities Operations Brian Panek, Marketing and Communications Manager Gene Haring, Business Manager Amy Garbacz, and IT Manager Spencer Reed.

Guests Present: Arnie Miller, Todd Wessel, Barry Haas, Dan Wilson, Ron Schultz, William McNutt, Patty Heidorn, Glen Heidorn

**CHANGES TO THE AGENDA:** No changes were made to the Agenda.

**INTRODUCTIONS/PRESENTATIONS**

**History Center Update:** History Center Board Member Arnie Miller updated the Board on History Center events and fundraising efforts. History Center will be selling cookies at Winter Wonderland which is being held at the Frisbie Center this year on Saturday, December 3 and Sunday, December 4, 2011.

**Senior Center Update:** Senior Center Board Member Bill McNutt updated the Board on the upcoming Thanksgiving dinner. In addition he presented the senior survey and senior center usage results.

Friends of the Parks: Joe Weber presented the results of the Halloween House Decorating Contest.

**COMMENTS FROM THE COMMUNITY**

Mr. Glen Heindorn approached the Board and staff with concerns over the recently installed park ID sign which is located on the northeast corner of Cornell Park. Mr. Heindorn objected to the placement, height and color of the sign. Executive Director John Hecker and Superintendent of Parks and Planning Paul Cathey will consider lowering the sign and place landscaping around the sign.

**APPROVAL OF THE MINUTES**

Commissioner Grady moved to approve the Regular Meeting Minutes from October 18, 2011. Commissioner Rosedale seconded the motion.

Discussion: None.

All commissioners present voted in favor by acclamation.

Motion carried.

**APPROVAL OF THE VOUCHER BILLS**

Commissioner Weber moved to approve the voucher bills for the following dates and dollar amounts:

- October 14, 2011           \$182,124.35
- October 28, 2011         \$322,995.33
- Commissioner Grady seconded the motion.

Discussion: None.

Roll call: Commissioners Weber, Aye; Grady, Aye; Yates, Aye; Rosedale, Aye; President Haas, Aye.  
Motion carried: 5-0

### **APPROVAL OF PAYROLL**

Commissioner Weber moved to approve the payroll for the following dates and dollar amounts:

- October 21, 2011       \$ 136,667.84
- November 4, 2011     \$ 134,036.24

Commissioner Yates seconded the motion.

Discussion: None.

Roll call: Commissioners Weber, Aye; Grady, Aye; Yates, Aye; Rosedale, Aye; President Haas, Aye.

Motion carried: 5-0

### **FINANCIAL REPORT**

Superintendent of Finance Don Miletic presented the monthly financial report. Mr. Miletic reviewed several of the written remarks contained in the Superintendent's Report including Tax Levy Estimates, the launch of the new website, and the possible revenues from the Casino.

Commissioner Rosedale moved to accept the report for October 2011, subject to audit, and place a copy on file.

Commissioner Yates seconded the motion.

Discussion: None

All Commissioners present voted in favor by acclamation.

Motion carried.

### **M-NASR REPORT**

Executive Director Hecker indicated that the M-NASR Monthly Board report is included in the packet and informed the Board there will be an overall member contribution decrease in the budget of 2.2%. In addition, Executive Director Sue Bear is up for review and the annual Liponi Foundation Dinner Dance will take place on Saturday, March 3, 2012.

### **OPERATIONS REPORTS**

**EXECUTIVE DIRECTOR:** Executive Director Hecker briefly reviewed several items contained in his written report, including:

- Attained the IADP/IPRA Agency Accreditation
- Attained PDRMA Loss Review Accreditation

### **RECREATION DEPARTMENT**

The Board heard a report from Superintendent of Recreation Linda Traina on several items including:

- Artistry In Motion Fundraiser will be Sunday, November 20<sup>th</sup>.
- Regarding the accreditation, the District is deficit in parent code of conduct regarding youth sports. Josh Cantres attended a workshop on parent and participant code of conduct and began implementing the parent code conduct for the winter sports.
- District's in house CPR training program will be utilizing the Medic First Aid program which is the same program used by PDRMA.
- Dance observation is going on right now.
- Winter Wonderland planning and coordinating of decorations.
- Commissioner Grady commented on the increase in the attendance of the Teen Center & Game Room. Happy to see the numbers going up. Commissioner Haas commented on the increase in attendance of the Late Night in the Park. Nice to see a steady climb in attendance.

### **PARKS and PLANNING DEPARTMENT**

The Board heard a report from Superintendent of Parks and Planning Paul Cathey on several items including:

- Discussed Apache Park construction and an open forum with the public will take place on November 30<sup>th</sup>, 7pm, at Good Shepherd Church before going out to bid.
- Oakwood Roof Replacement has been completed.

- Met with Tim Oakley of City of Des Plaines Engineering Department regarding the drainage issues at Sioux Park. The city is trying to come up with a solution.
- 3 Employees attended the CPO (Certified Pool Operators) course in Glenview and got CPO Certification.
- Hot water heater was replaced at PLCC
- In-service trainings for snow removal & ball picker
- Ball change occurred at Golf Center, collected over 25,000 balls from the woods.

## **UNFINISHED BUSINESS**

There was no unfinished business discussed.

## **NEW BUSINESS**

### **Agenda Item 12 – A**

#### **Action Item: Approval – 2011 Tax Levy Estimates**

Superintendent of Business and Golf Operations presented the Board with the Tax Levy Estimates for 2011. Mr. Miletic is proposing a 4.31 % Tax Levy increase over the extended levy for 2010. District is limited to the CPI of 1.5% plus any new property growth or 5%, whichever is less. Additionally, this has to be approved 20 days before adopting the final Tax Levy Ordinance. Mr. Miletic noted the majority of the levy will not affect the tax payers of Des Plaines but are targeting new property and growth. Mr. Miletic further noted if the District does not capture this levy now the District will never be able to get it in the future.

Commissioner Weber moved that the Park Board of Commissioners approve the Tentative Tax Levy Estimates for 2011, Ordinance 11-08

Commissioner Rosedale seconded the motion.

Discussion: None

Roll call: Commissioners: Grady, Aye; Weber, Aye; Rosedale, Aye; Yates, Aye; President Haas, Aye.

Motion carried: 5-0.

### **Agenda Item 12 – B**

#### **Action Item: Approval – 2012 Golf Fees and Memberships**

Superintendent of Business and Golf Operations presented the Board with the 2012 Golf Fees and Memberships proposal. Mr. Miletic is requesting a price adjustment in some areas. The majority of the fees will remain the same and there are no proposals to increase the usage of the range at the Golf Center or daily rates at Lake Park. The proposal is to increase the daily fee for the short game at the Golf Center noting the last increase was back in 2006. Additionally the hours would be adjusted to the rate fee structure at the Golf Center to streamline the rates for customers and staff. A new membership program would be started in March 2012 with an annual cost of \$550 and would be valid for one year and would include incentives. Staff is also looking into various options for discounts and promotions at the Golf Center. Regarding Lake Park, staff is proposing a membership program which would entitle that person to an unlimited number of rounds during the year.

Commissioner Rosedale moved that the Park Board of Commissioners approve the 2012 Golf Fee Changes and Membership program as presented.

Commissioner Grady seconded the motion.

Discussion: Commissioner Rosedale questioned the rates being the same for both resident and non-resident. Mr. Miletic addressed the fact this is the norm and most golf courses are going to a one rate fee structure. Commissioner Grady questioned the fees & structure for clarification.

Roll call: Commissioners: Grady, Aye; Weber, Aye; Rosedale, Aye; Yates, Aye; President Haas, Aye.

Motion carried: 5-0.

## **Agenda Item 12 – C**

### **Action Item: Approval – 2012 Day Camp Fees**

Superintendent of Recreation Linda Traina reviewed the staff report included in the Board Packet. Ms. Traina is recommending increasing camp fees by 2% for Pioneer Camp which has not had an increase since 2007/2008 FY. District plans on increasing the hours to better accommodate families with working parents. For Camps Chickagami, Sports, Dance, Arndt and West Park, staff is proposing only a modest increase (between \$.50-\$1) in order to create fees that are divisible by 3 to accommodate for the camp payment plan that we offer. There will be no increase in the fees for the extended care program or for Adventure Camp. Regarding Camp Opeka, staff is proposing to increase the fee by 4% because there has not been an increase since its first year, 2010. Ms. Traina noted Eagle's Camp is the only camp that increases yearly with no control over the fees because it is an outside camp.

Commissioner Rosedale moved that the Park Board of Commissioners approve the 2012 Camp fee increases: 2% increase for Pioneer, 4% increase for Camp Opeka and less than .1% changes for Chickagami, Sports, Dance, Arndt and West Park Camps.

Commissioner Yates seconded the motion.

Discussion: Commissioner Grady favors the very slight increases every year or other year in order to keep fees at a reasonable cost. Commissioner Hass stated they are very modest increases.

Roll call: Commissioners: Grady, Aye; Weber, Aye; Rosedale, Aye; Yates, Aye; President Haas, Aye.

Motion carried: 5-0.

## **Agenda Item 12 – D**

### **Action Item: Approval – 2012 Pool Pass Fees**

Superintendent of Recreation Linda Traina reviewed the staff report included in the Board Packet. Ms. Traina is recommending increasing the Pool Pass fees at all pools by 3% noting there was no increase in fees last year. Further, the District typically increases fees very slightly every two years as to try and keep costs down. Again, the District needs to cover operating costs which continually increase on a yearly basis. Note there will be no increase to the daily fees.

Commissioner Weber moved that the Park Board of Commissioners approve the increase of the 2012 Pool Pass Fees for Mystic Waters Aquatic Center, Iroquois and Chippewa Pools by 3%.

Commissioner Rosedale seconded the motion.

Discussion: Commissioner Grady commented on the 3% increase and asked why the District couldn't do a set dollar amount and agreed rates need to increase however expressed concern regarding the possibility the residents would not be willing to pay the increase. Commissioner Haas noted these increases are very modest and residents do have an opportunity until mid-May to purchase the passes pre-season thus saving at least \$20.

Roll call: Commissioners: Grady, Aye; Weber, Aye; Rosedale, Aye; Yates, Aye; President Haas, Aye.

Motion carried: 5-0.

## **Agenda Item 12 – E**

### **Action Item: Approval – Sale of Surplus Property**

Superintendent of Parks and Planning Paul Cathey reviewed the staff report contained in the board packet. There are several items the District would like to declare as surplus and will be disposed of including heavy duty snow blowers, tail gates and bumpers. Mr. Cathey noted the reason the District has extra tail gates and bumpers is because when the vehicles are purchased new they are fit with "Tommy Life Gates" and always request the return of the tail gates and bumpers. Additionally, when the vehicles are traded in, it is done so with the lift gate, thus the reason for all the extra parts. These items will be listed on Craig's List and staff anticipates a good response.

Commissioner Yates moved that the Park Board of Commissioners adopt Sale of Surplus Property Ordinance #11-07.

Commissioner Grady seconded the motion.

Discussion: Commissioner Weber asked the condition of the snow blowers. Mr. Cathey commented they are older however they are in working condition.

Roll call: Commissioners: Grady, Aye; Weber, Aye; Rosedale, Aye; Yates, Aye; President Haas, Aye.

Motion carried: 5-0.

**Agenda Item 12 – F**

**Action Item: IAPD Credentials Certificate**

Executive Direct John Hecker reviewed the staff report contained in the board packet. Mr. Hecker noted this is a formality appointing a delegate to represent us at the annual IAPD meeting. Said delegate would represent our district and vote on matters at the IAPD meeting. Mr. Hecker will be the delegate having previous years’ experience in this capacity. Mr. Hecker named Don Miletic as first alternate delegate.

Commissioner Grady moved that the Park Board of Commissioners of the Des Plaines Park District approve the attached Credentials Resolution authorizing the delegate or the alternate listed to represent the Des Plaines Park District at the IAPD Annual Business Meeting and vote on any matters presented during the annual meeting.

Commissioner Weber seconded the motion.

Discussion: None

Roll call: Commissioners: Grady, Aye; Weber, Aye; Rosedale, Aye; Yates, Aye; President Haas, Aye.

Motion carried: 5-0.

**CORRESPONDENCE:**

None

**COMMISSIONER COMMENTS**

Commissioner Rosedale commented on the “Tail Gate” party held by the Self Help Closet & Food Pantry at Club Casa, Golf Center Des Plaines. Had a good time, great food, and enjoyed fun people.

Commissioner Yates had no comments.

Commissioner Weber commented on the NRPA Conference he attended with staff and fellow Commissioners. Had a wonderful and educational time and while being there visited a newly renovated park located in a deprived area of the inner city.

Commissioner Grady commented the NRPA Conference was fun, informative, attended numerous seminars. One that stuck out in particular was on the topic of Children and Obesity, which was attended by approximately 75 people and several of them were from around the world.

President Haas commented on the NRPA Conference. It was a great experience. Attended a class “Get the butts in the boat” which was geared around kayaking. Commissioner Haas stated a class like this could be accomplished in a small body of water such as the Rosemont Pool. Commissioner Haas also attend a seminar with Tony Hawk being the key note speaker. Regarding the Hershey Company, they sponsor a track and field event for kids. Commissioner Haas noted this event is something we could have the opportunity to possibly send two or three kids to participate in.

**EXECUTIVE SESSION**

No Executive session was held.

**ADJOURNMENT**

A motion was made by Commissioner Rosedale to adjourn at 8:55 p.m.

Commissioner Yates seconded the motion.

Discussion: None.

All commissioners present voted in favor by acclamation.

Motion carried.

APPROVED \_\_\_\_\_

\_\_\_\_\_  
President

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Secretary