

**DES PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
TUESDAY, JANUARY 15, 2013**

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 Jim Grady at 7:00 p.m. Commissioners answering present to the roll call were: Joseph Weber, Don Rosedale, William Yates, Jana Haas and President James Grady. Also in attendance were Executive Director John Hecker, Superintendent of Business and Golf Operations Don Miletic, Superintendent of Parks & Planning Paul Cathey, Superintendent of Recreation Linda Traina, Assistant Superintendent of Recreation Jennifer Boys, Marketing and Communications Manager Gene Haring, Manager of Golf and Facilities Brian Panek, Finance Manager Amy Garbacz, IT Manager Sean King, Facilities Manager Shelli Sarg.

Guests Present: Arnold Miller, History Center;
Jerry Chvatal, Senior Center
Don Rosedale Family

CHANGES TO THE AGENDA: None

INTRODUCTIONS/PRESENTATIONS

Community Service Honor Roll Induction: Executive Director John Hecker presented Commissioner Don Rosedale with the Community Service Honor Roll Award. Commissioner Rosedale has been an active volunteer in the Community since the 1970's. He has served on the Park Board of Commissioners since 1999 not to mention other Boards including History Center, Chamber of Commerce, Keep Des Plaines Beautiful and the Police and Fire Commission. In addition, Don is an active member of the Kiwanis Club, Izaak Walton League, Freemasonry, Friends of IL Parks and the Des Plaines Arts Council.

History Center Update: Arnold Miller updated the Board on the status of the History Center.

Senior Center Update: Jerry Chvatal updated the Board regarding happenings at the Frisbie Center.

Friends of the Parks: No update, next meeting will be Monday, January 21, 2013

COMMENTS FROM THE COMMUNITY: None

APPROVAL OF THE MINUTES

Commissioner Haas moved to approve the Regular Minutes from December 18, 2013.
Commissioner Rosedale seconded the motion.

Discussion: None.

All commissioners present voted in favor by acclamation.
Motion Carried.

APPROVAL OF THE VOUCHER BILLS

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

- December 21, 2012 \$ 144,891.74
- January 4, 2013 \$ 186,518.80

Commissioner Yates seconded the motion.

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

APPROVAL OF PAYROLL

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

- December 14, 2012 \$129,325.11
- December 28, 2012 \$125,764.27

Commissioner Yates seconded the motion.

Discussion: None.

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

M-NASR REPORT

Executive Director John Hecker stated he had no M-NASR Report however, he reminded the Board the Liponi Dinner Dance is Saturday, March 2, 2013.

OPERATIONS REPORTS

EXECUTIVE DIRECTOR:

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

- Reminded Board the Community Needs Survey will be presented at the February 19 Board meeting. Copies mailed to Board members for review prior to the meeting.
- Finalizing ADA upgrades throughout the District, specifically the pools.
- Budget preparation and Capital Project
- Staff reviewing manuals for possible revisions.

RECREATION DEPARTMENT

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

- Updated the Board regarding upcoming events.
- Preparing RFP for vending throughout the District
- Staff is working on the upcoming FY budgets.

PARKS AND PLANNING DEPARTMENT

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

- Updated the Board on the progress of Chippewa Pool. Last two concrete pours for the pool completed. Lot of work completed in the interior of building (i.e. heaters, water lines, gas lines, and about 90% of sprinkler system). All pool piping completed and pressure tested. They began back filling around the pool to prepare for framing and pouring of the decks. Mechanical equipment moved into the mechanical building for installation later this week.
- Staff is flooding ice rinks, Lake Park rink is up and skateable.
- New signs installed at Mountain View Adventure, Sesquicentennial and Mystic Waters.

President Grady asked about the compacting around the pool. Staff informed the Board the back fill gets compacted by driving over it and compacted as they go. The contractor will use a plate compactor to compact. Additionally, the Contractor has been back filling the entire time, which allows for a natural settling.

Commissioner Rosedale asked staff if there is any news on the graffiti problem. Staff informed Board there has been no news.

BUSINESS AND GOLF OPERATIONS

The Board heard a report from Superintendent of Business and Golf Operations Don Miletic on several items.

- Reviewed the Chippewa Pool Project Log Expenditures
- Reviewed the financial status of the District
- Working on budgets
- Received the OSLAD grant money.
- Chili open was a huge success.

FINANCIAL REPORT

Superintendent of Business and Golf Operations Don Miletic presented the monthly financial report.

Commissioner Rosedale moved to accept the Financial Report for December 2012, subject to audit, and place a copy on file.

Commissioner Yates seconded the motion.

Discussion: None

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

Motion Carried: 5-0

UNFINISHED BUSINESS

No unfinished business discussed.

NEW BUSINESS

Agenda Item 11 – A

Action Item: Prairie Lakes Theater Fees

Superintendent of Recreation Linda Traina presented the Board with the 2013 Theater Fees proposal. Ms. Traina informed the Board there were no fee changes since 1992. Staff updated theater policies and added an additional category thus having three separate categories, which would be an improvement to the fee structures. Staff is also recommending fees for use of our equipment and additional personnel when needed.

Commissioner Weber moved that the Park Board of Commissioners approve the 2013 Theater fees.

Commissioner Rosedale seconded the motion.

Discussion: Commissioner Weber questioned Staff regarding proof of residency for the renting of theater. Staff commented that most groups renting are out of District unless they are organizations or companies within Des Plaines. Commissioner Rosedale asked if groups overlap renting. Staff noted there are no accommodations to allow for overlapping of groups due to there being not enough storage room.

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

Motion Carried: 5-0

Agenda Item 11 – B

Action Item: Field Rental Fees

Superintendent of Recreation Linda Traina presented the Board with the 2013 Field Rental Fees proposal. Staff reviewed the actual costs associated with the set-up and maintenance of the fields and felt it necessary to restructure fees.

Commissioner Rosedale moved that the Park Board of Commissioners approve the change in structure and fees related to Field Rentals.

Commissioner Haas seconded the motion.

Discussion: There was a lengthy discussion between Commissioners and Staff. President Grady questioned the new fee proposal and felt the increase was a bit substantial. Staff informed the Board that after performing cost analysis the fees are in line. President Grady suggested the fees designated towards travel teams. Staff commented the fees are directed to non-affiliated organizations, which consists primarily of non-residents.

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

Agenda Item 11 – C

Action Item: Mountain View Adventure Center Fees

Superintendent of Recreation Linda Traina presented the Board with the Mountain View Adventure Center Fees proposal. Staff noted fees have not increased since 2010 recommending a \$.50 increase across the board beginning April 1, 2013.

Commissioner Weber moved that Des Plaines Park District Board of Commissioners approve the change in Mountain View Adventure Golf Course and Batting Cage fees as indicated above, which will take place beginning April 1, 2013 and will include increasing the number of pitches to 18 for \$1.00.

Commissioner Rosedale seconded the motion.

Discussion: None

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

Agenda Item 11 – D

Action Item: Approval of Chippewa Pool Change Orders

Executive Director Hecker reviewed the staff report included in the Board Packet, which included various Change Orders and detailed out in the Board Report. The proposed change orders are an addition of \$2959 and increases the original Board approved amount by \$252.00.

Commissioner Haas moved that Des Plaines Park District Board of Commissioners approve Chippewa Pool Construction Contract Change Order #004 including Change Order Proposals 20-23 as outlined in the Staff Report dated January 15, 2013, resulting in an increase to the Construction Contract in the sum of \$2,959.00 for a total revised Construction Contract amount of \$2,785,752.00.

Commissioner Yates seconded the motion.

Discussion: None

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

CORRESPONDENCE:

None

COMMISSIONER COMMENTS

Commissioner Haas: Great awards party and good job.

Commissioner Rosedale: Wonderful get together. Thank you all so much for the award and very unexpectd.

Commissioner Yates: Hope you all had a good time at the party. Couldn't make it due to work.

Commissioner Weber: Great time at the party, enjoyed all your company. Keep up the good work.

President Grady: Had a good time at party. Saturday played in Chili open, compliments to staff. Weather was great and event was fun. Congratulations to district.

EXECUTIVE SESSION

A motion made by Commissioner Rosedale at 8:42 p.m. to go into Executive Session to consider matters related to Real Estate, Personnel, Litigation, Semi-Annual Review of Closed Session Minutes, Review of Closed Session Minutes from November 27, 2012 or the setting of a price for lease of property owned by the Des Plaines Park District.

Commissioner Weber seconded the motion.

Discussion: None

All commissioners present voted in favor by acclamation.

Motion Carried.

RETURN TO OPEN SESSION

A motion made by Commissioner Rosedale to return to Open Session at 9:13 p.m.

Commissioner Yates seconded the motion.

Discussion: None

All Commissioners voted in favor by acclamation.

Motion Carried.

ADJOURNMENT

A motion was made by Commissioner Haas to adjourn at 9:13 p.m.

Commissioner Rosedale seconded the motion.

Discussion: None.

All commissioners present voted in favor by acclamation.

Motion Carried.

APPROVED _____

President

Secretary