

**DES PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
TUESDAY, MAY 21, 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, Manager of Golf and Facilities Brian Panek, Finance Manager Amy Garbacz, IT Manager Sean King, Marketing and Communications Manager Gene Haring, Administrative Assistant Deborah Hermanson.

Guests Present: Ellen Yearwood, History Center;
Jerry Chvatal, Senior Center
Paul Cathey's Family
Danny Gillespie

CHANGES TO THE AGENDA: None

INTRODUCTIONS/PRESENTATIONS

Dedication to Excellence: John Hecker presented Superintendent of Parks and Planning Paul Cathey with the Dedication to Excellence Award for his outstanding work and commitment to the Des Plaines Park District. In the last 18 years his contributions include the redevelopment of Rand Park, Northeast side of Lake Park, West Park several playgrounds, renovations at PLCC, ALC, and Golf Center, and the newest redevelopment of Chippewa Pool to name a few.

History Center Update: Ellen Yearwood updated the Board on the status of the History Center. She also thanked the Board for the assistance from the Park District for the repairs made on the chimney flashing and during the floods. Ellen stated nothing was lost.

Senior Center Update: Jerry Chvatal updated the Board regarding happenings at the Frisbie Center. Jerry stated the Center also received an award for Annual Care.

Friends of the Parks: Commissioner Grady updated the Board on future events. Jim stated the Sesquicentennial Park and Family Fun Fair were well attended and Park Clean Up went well.

COMMENTS FROM THE COMMUNITY: None

APPROVAL OF THE MINUTES

Commissioner Rosedale moved to approve the Regular Minutes from April 16, 2013 as presented. Commissioner Yates seconded the motion.

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:

- April 12, 2013 \$ 103,314.80
- April 26, 2013 \$ 253,138.39
- May 3, 2013 \$ 41,345.71
- May 10, 2013 \$ 416,562.71

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

APPROVAL OF PAYROLL

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

- April 19, 2013 \$ 140,795.59
- May 3, 2013 \$ 137,098.18

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: No Report

OPERATIONS REPORTS

EXECUTIVE DIRECTOR:

Executive Director Hecker briefly reviewed several items contained in his written report. Mr. Hecker stated Chippewa Pool is on schedule for opening date of June 5th. Relocated the fence at Chippewa. Completed employee evaluations on Staff. Mr. Hecker will be meeting with John Pluta regarding the Red Cross and providing shelter. Mentioned the Park clean-up of various parks and how nice Sesquicentennial Park looks. Journal is hosting an Anti-Bullying/Hazing Forum at ALC tomorrow at 6-8pm

Comments: None

RECREATION DEPARTMENT

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

- Informed Board of the new snack vending contract we have with Avcoa
- Had a great Earth Day and Spring Fun Fair
- Many all staff, key staff, camp staff, pool staff, etc. trainings are coming up.
- Dance recital will be Saturday, June 8 and Sunday, June 9
- Camps start June 10

Comments: Mr. Hecker asked the Board to visit Lake Park Club House and the renovations that took place to house campers. Commissioner Haas asked regarding the information Cindy Yelich obtains regarding the Social Media numbers.

PARKS AND PLANNING DEPARTMENT

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

- Chippewa Pool progress: Everything on target, updated Board on specifics going on for the opening. Lot of owner items are coming in. IDPH will inspect on May 28th.
- Mystic Waters Lazy River had leaks, which were repaired.
- Mountain View Mine repairs are in progress.
- Golf Center: Golf Club being repainted, new counter tops and sinks installed on main floor. Dry jet tees at Golf Center
- Reviewed Prairie Lakes Community Center plaza revisions and renovations that Design Perspectives presented.

Comments: Commissioner Haas asked about the budget prices for the PLCC plaza renovations. Mr. Cathey commented trying to stay at \$120,000 budget, which means cutting some of the removals.

BUSINESS AND GOLF OPERATIONS

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

- Finishing up budgets and making some last minute changes
- Fish stocked at Lake Park and Mountain View
- Submitted claims into FEMA for Golf Center turf and received quote for turf (\$496,000 turf only)
- League play started at courses
- Will be going to court for house on White Street
- Audit work has begun on District
- Golf rounds have increased significantly since 2011

Comments: Commissioner Rosedale asked staff about the Golf Center and flooding damage. Staff informed Board the turf was significantly damaged. Commissioner Grady asked if Maintenance Storage was flooded. Staff informed Board building had approximately 3' of water.

FINANCIAL REPORT

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

Commissioner Rosedale moved to accept the Financial Report for April 2013, 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

Agenda Item 10 – A

Action Item: Temporary Easement Agreement, MWRD: Dimucci-Lowenberg Park

Superintendent of Parks and Planning presented the Board with the proposed revision to the Temporary Easement Agreement, MWRD: Dimucci-Lowenberg Park. Mr. Cathey and Executive Director John Hecker met with MWRD to discuss various concerns. MWRD will give 30 days' notice prior to proceeding with the construction work. In addition, they will provide adequate fencing and post signage on the fence that is responsible for the work with a contact number. MWRD will also post and publicize for a public meeting. Staff informed Board the sidewalk would be kept open and if need be MWRD would construct a temporary sidewalk/path if needed around the construction. An addendum is attached with the above-mentioned changes.

Commissioner Haas moved that the Park Board of Commissioners approve the Temporary Construction Easement as proposed by the Metropolitan Water Reclamation District at Dimucci-Lowenberg Park including the attached Addendum to the Temporary Construction Easement for the period October 1, 2013 through March 31, 2014.

Commissioner Weber 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 10 – B

Action Item: Revision to Park Board Policy 8.03 – Alcoholic Liquors

Executive Director John Hecker stated this is an Action Item being brought back for discussions regarding the drafting of a new policy 8.03A regarding Wrist Bands for individuals purchasing and/or consuming alcohol.

Commissioner Weber moved that the Des Plaines Park District Board of Commissioners approve Policy #8.03A Alcoholic Liquors/Wrist Bands as presented.

Commissioner Yates seconded the motion.

Commissioner Weber withdrew the motion and moved to table for next meeting.

Commissioner Rosedale seconded the motion.

Discussion: Commissioner Rosedale has concerns regarding the particular wording of the Policy. Much discussion ensued amongst the Commissioners and Staff. Commissioner Haas stated District could inform outside groups, which have been approved to sell alcohol there is a District Policy of wristband use for purchase and consumption. It would then be up to them to enforce.

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

Motion Carried: 5-0

OATH OF OFFICE

Attorney Greg McDonald administered the Oath of Office to re-elected Board of Commissioners Jana Haas and James Grady. Board, Staff and audience members, congratulated Mrs. Haas and Mr. Grady. Both re-elected Commissioners assumed their seat on the Park Board.

ANNUAL BOARD RE-ORGANIZATION

President Grady was thanked for his service as President during the Fiscal Year 2012/2013

Nominations for President

Executive Director Hecker called for nominations for Board President.

Commissioner Rosedale nominated Joe Weber for President for Fiscal Year 2013/2014

Executive Director Hecker asked if there were any other nominations for President.

Hearing None, Executive Director Hecker deemed nominations for President to be closed.

Executive Director Hecker requested a motion and second to elect Joe Weber as President of the Des Plaines Park District Board of Commissioners for Fiscal Year 2013/2014

Commissioner Rosedale moved to elect Joe Weber as President of the Board of Commissioners for the period May 21, 2013 thru Unfinished Business on May 20, 2014. Commissioner Yates seconded the motion.

Discussion: None

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

Motion Carried: 5-0

Nominations for Vice-President

President Weber called for nominations for Board Vice-President.

Commissioner Haas nominated Don Rosedale for Vice-President for Fiscal Year 2013/2014

President Weber asked if there were any other nominations for Vice-President.

Hearing None, President Weber deemed nominations for Vice-President to be closed.

President Weber requested a motion and second to elect Don Rosedale as Vice-President of the Des Plaines Park District Board of Commissioners for Fiscal Year 2013/2014.

Commissioner Haas moved to elect Don Rosedale as Vice President of the Board of Commissioners for the period May 21, 2013 thru Unfinished Business on May 20, 2014. Commissioner Yates seconded the motion.

Discussion: None

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

Nominations for Treasurer

President Weber called for nominations for Board Treasurer.

Commissioner Rosedale nominated Bill Yates for Treasurer for Fiscal Year 2013/2014

President Weber asked if there were any other nominations for Treasurer.

Hearing None, President Weber deemed nominations for Treasurer to be closed.

President Weber requested a motion and second to elect Bill Yates as Treasurer of the Des Plaines Park District Board of Commissioners for Fiscal Year 2013/2014.

Commissioner Rosedale moved to elect Bill Yates as Treasurer of the Board of Commissioners for the period May 21, 2013 thru Unfinished Business on May 20, 2014. Commissioner Haas seconded the motion.

Discussion: None

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

Board Appointments:

President Weber made the following appointments:

Executive Director: John Hecker
Board Secretary: John Hecker
Attorney: Greg MacDonald
M-NASR Rep/Alt: John Hecker (Linda Traina/Alt)
History Center Rep/Alt: John Hecker (Linda Traina/Alt)
Senior Center Rep/Alt: Don Miletic (John Hecker/Alt)
Friends of the Parks Rep: Jim Grady
Finance Committee: Jim Grady, Joe Weber
Personnel Committee: Don Rosedale, Jana Haas

NEW BUSINESS

Agenda Item 11 – A

Action Item: Asphalt Bids for Lake Park Marina and Parking Lot Repairs

Superintendent of Parks and Planning Paul Cathey reviewed the Staff Report included in the Board materials. Mr. Cathey informed Board three bids were submitted and opened on May 1, 2013. The project includes the resurfacing and striping of the marina and accepting alternate #1, the teardrop in front of the clubhouse.

Commissioner Yates moved that the Park Board of Commissioners approve the low bid submitted by All Star Asphalt for the Lake Park Marina Resurfacing and Parking Lot Repair Project in the amount of \$37,300.00 which includes the base bid and Alternate #1.”

Commissioner Rosedale seconded the motion.

Discussion: None

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

Agenda Item 11 – B

Action Item: Kiwanis and Jaycee Park Improvement Bids

Superintendent of Parks and Planning Paul Cathey reviewed the Staff Report included in the Board materials. Mr. Cathey informed Board five bids were submitted and opened on May 8, 2013. The project budget for each playground was estimated to be \$120,000.00. The bid portion of this project, which includes demolition, grading, concrete, fencing and basketball court work, was estimated by Design Perspectives to be a total of \$85,429.50. This is for both parks combined. Mr. Cathey informed the Board low bid received was \$117,000.00, which is

\$31,570.50 (40%) over budget Staff and Design Perspectives recommend rejecting all bids. The project will be re-bid and presented at the June Board of Commissioners meeting.

Commissioner Yates moved that the Park Board of Commissioners reject all bids submitted for the Kiwanis and Jaycee Park Renovation Project.

Commissioner Grady seconded the motion.

Discussion: Commissioner Rosedale questioned why Design Perspective has been way off on estimates for the projects. Staff informed Board it is believed if the project is split up instead of using a general contractor, money could be saved.

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

Motion Carried: 5-0

Agenda Item 11 – C

Action Item: Grant of License for a Temporary Construction Easement to the City of Des Plaines, South Golf Cul De Sac Park

Superintendent of Parks and Planning Paul Cathey reviewed the Staff Report included in the Board materials. The grant for temporary easement would allow the City to construct an additional 24” storm sewer through South Golf Cul De Sac Park. Mr. Cathey stated the sewer and related work would not disrupt the use of this site during the construction. Staff noted this is something we have done in the past at D. P. Manor and Lake Park. Staffs noted the area would be fenced off and back fill all areas at the end of the day. Any openings would be covered with a steel plate and fenced daily.

Commissioner Haas moved that the Park Board of Commissioners approve the Grant of License for a temporary construction easement to the City of Des Plaines for the installation of a 24” storm sewer through South Golf Cul De Sac Park.

Commissioner Grady seconded the motion

Discussion: Commissioner Grady asked if there is a playground there. Staff informed Board there is a swing set and small court. Commissioner Yates asked how far construction would be into the park. Staff informed Board approximately 20 feet. Commissioner Haas asked staff if the neighbors are aware of the construction. Staff informed the Board this will be discussed with the City Engineer prior to any construction.

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

Motion Carried: 5-0

Agenda Item 11 - D

Action Item: Approval: Chippewa Pool Construction Contract Change Order #008 including Change Order Proposals 36-37

Executive Director John Hecker presented the Board with a report including support material for Change Order #008 that includes Change Order Proposals 36-37. A summary of that report is included below.

Change Order Proposal #36: VOID

Change Order Proposal #37 ADD for Re-Location of small water heater \$ 515.00

The Change Order Proposals above result in a net increase to the contract of: \$ 515.00

Original Board Approved Construction Contract Amount: \$2,785,500.00

REVISED CONSTRUCTION CONTRACT AMOUNT AT 05/21/13: \$2,798,049.00

Commissioner Grady moved that the Des Plaines Park District Board of Commissioners approve Chippewa Pool Construction Contract Change Order 008 including Change Order Proposals 36 – 37 as outlined in the Staff Report dated May 21, 2013, resulting in an increase to the Construction Contract in the sum of \$515.00 for a total revised Construction Contract amount of \$2,798,049.00.

Commissioner Yates seconded the motion.

Discussion: Commissioner Grady asked if the District would be reimbursed for the structural flaw in the foyer. Staff informed the Board the flaw was architectural and final payment has not been made yet.

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

CORRESPONDENCE: A letter received from John Jasionowski was very complimentary about how staff handled the accident he caused in front of Oakwood and how helpful staff was in assisting him.

COMMISSIONER COMMENTS:

Commissioner Haas commented on the grand opening of Sesquicentennial. Visited Chippewa Pool and is very impressed. Commissioner Haas also suggested more seats and hooks in women’s locker room. In addition, thinks moving the fence was the right thing to do.

Commissioner Rosedale questioned about the northeast corner of Lake Park. Feels some trees, shrubs and natural area needs replacement.

Commissioner Yates asked if the police caught the individual(s) who vandalized Di Mucci Park.

Commissioner Grady commented the flood has put us back however, it appears things are moving along.

President Weber hopes he can run meetings as well as his predecessors. Very impressed with staff and kudos to staff for being on top of things.

EXECUTIVE SESSION;

A motion was made by President Weber at 8:48 p.m. to go into Executive Session to consider matters related to Real Estate, Personnel, Litigation, and Semi-Annual Review of Closed Session Minutes, Review of Closed Session Minutes or the setting of a price for lease of property owned by the Des Plaines Park District. Commissioner Grady seconded the motion.

Discussion: None

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

RETURN TO OPEN SESSION

A motion made by Commissioner Rosedale to return to Open Session at 9:58 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 Rosedale to adjourn at 9:59 p.m.

Commissioner Weber seconded the motion.

Discussion: None

All Commissioners voted in favor by acclamation.

Motion Carried.

APPROVED _____

President

Secretary