

**DES PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
TUESDAY, June 18, 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 Joseph Weber at 7:00 p.m. Commissioners answering present to the roll call were: Don Rosedale, William Yates, Jana Haas, and President Joseph Weber. Commissioner Grady was absent. Also in attendance were Executive Director John Hecker, Superintendent of Business and Golf Operations Don Miletic, Superintendent of Recreation Linda Traina, Assistant Superintendent of Recreation Jennifer Boys, Manager of Golf and Facilities Brian Panek, IT Manager Sean King, Marketing and Communications Manager Gene Haring, Athletic Supervisor Josh Cantres, Administrative Assistant Deborah Hermanson.

Guests Present: Jerry Chvatal, Senior Center

CHANGES TO THE AGENDA: None

INTRODUCTIONS/PRESENTATIONS

Staff Presentation: Josh Cantres updated the Board regarding the youth and adult athletic programs and camps. Participant numbers continue to rise. Josh informed the Board of newly offered classes and the District received a grant for tennis equipment in amount of \$1,000. A co-op agreement with Morton Grove for a gymnastic program was established.

History Center Update: None

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

Friends of the Parks: John Hecker stated there was a special meeting held regarding the Chippewa Pool Grand Opening. Next meeting will be July 22.

COMMENTS FROM THE COMMUNITY: None

APPROVAL OF THE MINUTES

Commissioner Haas moved to approve the Regular Minutes from May 21, 2013 as presented. Commissioner Yates seconded the motion.

All commissioners present voted in favor by acclamation (1 Absent).
Motion Carried.

APPROVAL OF THE VOUCHER BILLS

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

- May 24, 2013 \$ 104,961.16
- June 7, 2013 \$ 230,610.63

Commissioner Haas seconded the motion.

Discussion: None

Roll call: Commissioners: Yates, Aye; Rosedale, Aye; Haas, Aye. President Weber, Aye
Motion Carried: 4-0, 1 Absent

APPROVAL OF PAYROLL

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

- May 17, 2013 \$ 152,255.79
- May 31, 2013 \$ 166,570.65

Commissioner Rosedale seconded the motion.

Discussion: None

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

Motion Carried: 4-0, 1 Absent

M-NASR REPORT:

Executive Director John Hecker stated he has nothing more to add to the report and informed the Board Sue Bear is back to work and doing well.

OPERATIONS REPORTS

EXECUTIVE DIRECTOR:

Executive Director Hecker briefly reviewed several items contained in his written report. Mr. Hecker reported the Chippewa Pool grand opening was a huge success. He informed the Board of the issues regarding the detention pond at Chippewa, which continues to have standing water even if there is no rain. Working with Architectural Firm (Cordogan Clark) to rectify the situation and the District will hire a mosquito abatement company. Mr. Hecker informed Board he and Staff will be meeting with the City and Red Cross to discuss the shelter situation.

Comments: Commissioner Yates asked if Staff has questioned Cordogan Clark regarding the detention pond issue. Mr. Hecker informed Board Cordogan Clark has been questioned as to why the detention area is not draining properly. Additionally, the District is holding on to monies and Staff has been taking pictures and documenting the problem. The District is also hiring a mosquito abatement company to address the mosquito issue.

Commissioner Yates and Rosedale commented on the Red Cross sheltering of people from other cities.

RECREATION DEPARTMENT

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

- Fishing derby was a success with around 50 people.
- Dance Recital was fantastic.
- Birthday parties are getting popular and adding Friday as an option.

Comments: Commissioner Haas asked how pool rentals are coming along. Staff commented Chippewa Pool is being pushed for rentals and available after regular pool hours.

Commissioner Rosedale asked about the Park It Program. Staff informed the Board that the van will go out to reunion, block parties, and go to various parks throughout the summer offering various activities and crafts.

PARKS AND PLANNING DEPARTMENT

The Board heard a report from Executive John Hecker in Superintendent of Parks and Planning Paul Cathey absence including:

- Chris Leiner hired as new Assistant Superintendent of Parks and Planning.
- Received \$10,312 for EAB Grant.
- Chippewa pool up and running and mentioned construction is still under budget.
- Prairie Lakes Entrance Project numbers are still coming in over budget. Project will likely be pushed back to September/October.

Comments: Commissioner Haas asked if we are locked into one designer. Mr. Hecker said we could switch consultants, however, still trying to work things out.

Commissioner Rosedale asked about the trees removed on the parkway at West Park and who is responsible for replacing them. Mr. Hecker stated the city plans on replacing trees at a later date.

BUSINESS AND GOLF OPERATIONS

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

- Finishing up budget and making some last minute changes and will be presented at July's meeting.
- Received two estimates for the Golf Center turf, waiting on third.
- Auditors coming back July 29th.
- Sean busy setting up computers for pools.
- Brian and Gene working on advertisement for WGN
- Updated Board regarding house on White Street, June 30 is last day for tenant.

Comments:

FINANCIAL REPORT

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

Commissioner Yates moved to accept the Financial Report for May 2013, subject to audit, and place a copy on file.

Commissioner Rosedale seconded the motion.

Discussion: None

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

Motion Carried: 4-0, 1 Absent

UNFINISHED BUSINESS

Agenda Item 10 – A

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. Language presented such that it only focuses on the Fall Fest event and any individual purchasing or consuming alcohol must have identification checked and be wearing a wristband.

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

Commissioner Rosedale seconded the motion.

Discussion:

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

Motion Carried: 4-0, 1 Absent

NEW BUSINESS

Agenda Item 11 – A

Action Item: Prevailing Wage Ordinance #13-03

Superintendent of Business and Golf Operations Don Miletic reviewed the Staff Report included in the Board Materials.

Commissioner Yates moved that the Park Board of Commissioners approve Prevailing Wage Ordinance #13-03

Commissioner Rosedale seconded the motion.

Discussion: None

Roll call: Commissioners: Yates, Aye; Rosedale, Aye; Haas, No. President Weber, Aye

Motion Carried: 3-1, 1 Absent

Agenda Item 11 – B

Action Item: Chippewa Pool Change Order #009

Executive Director John Hecker presented the Board with a report including support material for Change Order #009 that includes Change Order Proposals 38-45. A summary of that report is included below.

Change Order Proposal #38 VOID Did NOT Accept

Change Order Proposal #39 ADD for Re-Location of South Fence \$ 8,954.00

**Change Order Proposal#40 ADD for closing gap on Concession Area
Cedar Fencing** \$ 314.00

Change Order Proposal#41 VOID Did NOT Accept

Change Order Proposal#42 VOID Did Not Accept

Change Order Proposal#43 ADD to Raise Catch Basin to Walk Height \$ 446.00

Change Order Proposal#44 ADD for school sidewalk to access lot \$ 4,074.00

Change Order Proposal#45 ADD for city required site as built drawings \$ 2,480.00

The Change Order Proposals above result in a net increase to the construction contract of: **\$16,268.00**

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

REVISED CONSTRUCTION CONTRACT AMOUNT AT 06/18/13: \$2,814,317.00

Commissioner Haas moved that the Des Plaines Park District Board of Commissioners approve Chippewa Pool Construction Contract Change Order 009 including Change Order Proposals 38 – 45 as outlined in the Staff Report dated June 18, 2013, resulting in an increase to the Construction Contract in the sum of \$16,268.00 for a total revised Construction Contract amount of \$2,814,317.00.”

Commissioner Yates seconded the motion.

Discussion: Commissioner Yates 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: Yates, Aye; Rosedale, Aye; Haas, Aye. President Weber, Aye

Motion Carried: 4-0, 1 Absent

Agenda Item 11 – C

Action Item: VFW Beer Sales

Executive Director John Hecker presented the Board with a report regarding the sale of beer at VFW Golf Outing located at Lake Park Golf Course. This event is an annual event held in conjunction with Fall Fest. The District has certain criteria that must be met which includes securing proper permits, insurance, training, proof of age and law enforcement official on site during event.

Commissioner Rosedale moved that the Des Plaines Park District Board of Commissioners authorize the Veterans of Foreign Wars Post 2992 to sell canned beer at their September 14, 2013 Fundraising Golf Outing at the Lake Park Golf Course.

Commissioner Yates seconded the motion

Discussion: Commissioner’s asked about clean up, signage regarding closed for special event, and when will the course reopen. Staff noted the outing is typically over by noon and the course opens between 12pm – 12:30pm. Staff will be out collecting garbage as the event closes.

Roll call: Commissioners: Yates, Aye; Rosedale, Aye; Haas, Aye. President Weber, Aye
Motion Carried: 3-1, 1 Absent

Agenda Item 11 - D

Action Item: Beck Lake Dog Park Rebate

Executive Director John Hecker presented the Board with a report which included a rebate program for residents purchasing a permit to use the Beck Lake Dog Park.

Commissioner Rosedale moved that the Des Plaines Park District Board of Commissioners approve the Beck Lake Dog Park Rebate program as presented for the period October 2013 thru September 2014.

Commissioner Haas seconded the motion.

Discussion: Commissioner Rosedale asked if the rebate had an expiration date. Staff informed the Board there would be an expiration date of one year. Rebate would be in the form of a household credit.

Roll call: Commissioners: Yates, Aye; Rosedale, Aye; Haas, Aye. President Weber, Aye
Motion Carried: 4-0, 1 Absent

Agenda Item 11 - E

Action Item: Jaycee & Kiwanis Excavation/Grading Bids

Executive Director John Hecker presented the Board with bid results for the excavation and grading of Jaycee and Kiwanis Parks. Wilbert Construction of Des Plaines, IL was the lowest qualified bidder.

Commissioner Yates moved that the Park Board of Commissioners accept the low bid submitted by Wilbert Construction, of Des Plaines, IL in the amount of \$13,722.00 for the excavation/grading of Jaycee and Kiwanis Parks.

Commissioner Rosedale seconded the motion.

Discussion: Commissioner Haas questioned the amount and if it were for both sites. Staff assured Board amount is for both sites.

Roll call: Commissioners: Yates, Aye; Rosedale, Aye; Haas, Aye. President Weber, Aye
Motion Carried: 4-0, 1 Absent

Agenda Item 11 - F

Action Item: Jaycee & Kiwanis Concrete Bids

Executive Director John Hecker presented the Board with bid results for concrete work at Jaycee and Kiwanis Parks. Wilbert Construction of Des Plaines, IL was the lowest qualified bidder.

Commissioner Rosedale moved that the Park Board of Commissioners accept the low bid submitted by Wilbert Construction, of Des Plaines, IL in the amount of \$44,471.00 for the Jaycee and Kiwanis Park Renovation Concrete Package.

Commissioner Haas seconded the motion.

Discussion:

Roll call: Commissioners: Yates, Aye; Rosedale, Aye; Haas, Aye. President Weber, Aye
Motion Carried: 4-0, 1 Absent

CORRESPONDENCE: None

COMMISSIONER COMMENTS:

President Weber commented on the grand opening of Chippewa Pool.
Commissioner Yates wants to make sure Chippewa Pool doesn't turn into Mystic regarding rentals. Staff assured Board rentals only occur after regular pool hours.
Commissioner Haas commented on additional hooks and benches needed in the locker rooms at Chippewa Park and more space is needed in the exercise area for the aqua classes.

EXECUTIVE SESSION;

A motion was made by Commissioner Yates at 8:37 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, Approve Executive Minutes from May 15, May 16, May 21 and May 29, 2013 or the setting of a price for lease of property owned by the Des Plaines Park District.
Commissioner Rosedale seconded the motion.

Discussion: None

Roll call: Commissioners: Yates, Aye; Rosedale, Aye; Haas, Aye. President Weber, Aye
Motion Carried: 4-0, 1 Absent

RETURN TO OPEN SESSION

A motion made by Commissioner Yates to return to Open Session at 10:05 p.m.
Commissioner Rosedale seconded the motion.

All Commissioners voted in favor by acclamation. (1 Absent)
Motion Carried.

Agenda Item 15 – A

Action Item: Appointment of Assistant Director

Commissioner Yates moved that the Park Board of Commissioners appoint Don Miletic as Assistant Executive Director of the Des Plaines Park District.
Commissioner Rosedale seconded the motion.

Discussion: None

Roll call: Commissioners: Yates, Aye; Rosedale, Aye; Haas, Aye. President Weber, Aye
Motion Carried: 4-0, 1 Absent

ADJOURNMENT

A motion was made by Commissioner Rosedale to adjourn at 10:07 p.m.
Commissioner Weber seconded the motion.

Discussion: None
All Commissioners voted in favor by acclamation. (1 Absent)
Motion Carried.

APPROVED _____

President

Secretary