

**DES PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
TUESDAY, APRIL 15, 2014**

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 7:02 p.m. Commissioners answering present to the roll call were: Jana Haas, James Grady, Don Rosedale, William Yates and President Joseph Weber. Also in attendance was Executive Director John Hecker, Assistant Executive Director Don Miletic, Superintendent of Parks and Planning Paul Cathey, Superintendent of Recreation Linda Traina, Assistant Superintendent of Parks and Planning Chris Leiner, Business Manager Amy Garbacz, Golf and Facilities Manager Brian Panek, IT Manager Sean King, Human Resource and Risk Manager Desiree van Thorre, Marketing and Communications Manager Gene Haring, Assistant Superintendent of Recreation Jennifer Boys and Administrative Assistant Deborah Hermanson.

Guests Present: Elizabeth Makelim and Juanita Soong, History Center
Jerry Chvatal, Senior Center

CHANGES TO THE AGENDA: None

INTRODUCTIONS/PRESENTATIONS

History Center Update: History Center President Elizabeth Makelim thanked the Board and Park District for all their support. The District's staff is doing a great job of renovating the porch. Elizabeth updated the Board on upcoming events.

Senior Center Update: Jerry Chvatal updated the Board regarding upcoming events and trips.

Friends of the Parks: Linda Traina presented a draft of the new Friends Logo and described an upcoming Glo Ball Nite Golf Event scheduled for the Fall. The next Friends Meeting is May 5.

COMMENTS FROM THE COMMUNITY: None

APPROVAL OF THE MINUTES

Commissioner Yates moved to approve the Regular Minutes from March 18, 2014 as presented.
Commissioner Haas seconded the motion.

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

APPROVAL OF THE VOUCHER BILLS

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

- March 14, 2014 \$ 229,334.54
- March 28, 2014 \$ 116,552.73

Commissioner Grady seconded the motion.

Discussion: None

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

APPROVAL OF PAYROLL

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

- March 21, 2014 \$140,584.52
- April 4, 2014 \$134,881.53

Commissioner Rosedale seconded the motion.

Discussion: None

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

Motion Carried: 5-0

M-NASR REPORT:

John Hecker had nothing to add to the written report

OPERATIONS REPORTS

EXECUTIVE DIRECTOR:

Executive Director John Hecker briefly reviewed several items contained in his written report. John Hecker informed the Board the succession process is moving along quite well.

ASSISTANT EXECUTIVE DIRECTOR:

Assistant Executive Director Don Miletic reviewed items in his written report.

- The PARC Grant for ALC has been revised as requested by IDNR...which is a good indication that it is being seriously considered for funding.
- Don also brought the Board up to speed on the Apache Park OSLAD Grant submittal.

RECREATION DEPARTMENT

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

- The new Community Band Director is doing very well with membership numbers doubling since he has taken the baton. The next concert is May 16
- Hersey Track and Field Event is planned at Maine West High School on May 4

PARKS AND PLANNING DEPARTMENT

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

- Weather related maintenance delays
- McKay Nealis Public Forum is set for April 21 at the ALC at 6:30 p.m.
- PLCC Plaza Bids will be presented at the May 20, 2014 Park Board Meeting
- Ryan Tacovac has been hired as the new Landscape I staff position

BUSINESS AND GOLF OPERATIONS

The Board heard a report from Assistant Executive Director Don Miletic on several items.

- Staff Evaluations conducted for all staff
- Capital Improvement Plan
- Tentative Budget and Appropriation

FINANCIAL REPORT

Assistant Executive Director Don Miletic presented the monthly financial report.

Discussion: None

Commissioner Yates moved to accept the Financial Report for March 2014 subject to audit, and place a copy on file.

Commissioner Rosedale seconded the motion.

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

Motion Carried: 5-0

UNFINISHED BUSINESS:

Agenda Item 10 – A

Action Item: Revisions to Board Policy/Rules and Regulations Manual

Executive Director Hecker reviewed the staff report included in the Board packet and advised that staff has further reviewed the two revisions from the last Park Board Meeting in March that the Board had concerns with, including the Boating/Fishing Regulations and the Sale/Consumption of Alcoholic Beverages. Hecker reported that staff has drafted a procedure to screen applicants seeking authorization for the sale/consumption of alcoholic beverages in our parks and facilities. Hecker indicated that the authority for approval will remain with the Board of Commissioners. Hecker distributed the draft procedure to indicate what the elements of the permitting process will include. Hecker also reviewed the Fishing and Boating Regulation revisions.

Discussion: Commissioner Rosedale recommended that some provision be included in the Dates/Hours that the Lake is open to allow for “unforeseen circumstances or planned events” where the Lake might NOT be open.

Commissioner Haas moved that the Des Plaines Park District Board of Commissioners approve the revisions as presented to the Board Policy and Park Regulations Manual with a notation in the (Section 8.25) Lake Opeka dates and hours of operations that will allow changes to the dates and hours as needed due to special events or unforeseen circumstances.

Commissioner Rosedale seconded the motion.

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

Motion Carried: 5-0

NEW BUSINESS:**Agenda Item 11 – A****Action Item: 2014/2015 Tentative Budget and Appropriation Ordinance #14-04**

Assistant Executive Director Don Miletic reviewed Budget Summary Sheet that he handed out to the Board. Mr. Miletic reported that the Tentative Budget and Appropriation needs to be approved in order to permit spending as of May 1, 2014. The final Budget and Appropriation must be approved by the end of July and will be presented for approval at either the June or July Board Meeting. Mr. Miletic reviewed several of the funds projected to be in deficit and explained the factors that led to deficit spending. The Assistant Executive Director also reviewed several significant Capital Projects planned for the 2014/2015 Fiscal Year.

Discussion: Commissioner Grady inquired as to what condition major components of Mystic Waters are in including the water slide, pumps and underground piping. Staff indicated that we are in the process of making that determination earlier than normal, including partial testing of systems as early as the week of April 21.

Commissioner Rosedale moved that the Des Plaines Park District Board of Commissioners approve the 2014/2015 Tentative Budget and Appropriation Ordinance #14-04.

Commissioner Yates seconded the motion.

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

Motion Carried: 5-0

Agenda Item 11 – B**Action Item: Mystic Waters HVAC Replacement**

Assistant Superintendent of Parks and Planning Chris Leiner reviewed the staff report in the Board Packet and indicated that after careful review of references recommends that the Board approve the low bid submitted by Core Mechanical of Chicago, IL in the amount of \$39,630.

Discussion: Commissioner Grady asked Mr. Leiner to explain the warranty information for the project. The Assistant Superintendent of Parks and Planning reviewed the warranty information with the Board.

Commissioner Grady moved that the Des Plaines Park District Board of Commissioners award the bid for Replacement & Upgrade of the existing Air Conditioning & Heating System in the Mystic Waters Concession Stand and Staff Offices to Core Mechanical of Chicago, IL, in the amount of \$39,630.

Commissioner Rosedale seconded the motion.

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

Motion Carried: 5-0

Agenda Item 11 - C

Action Item: Serving Beer and Wine at Fundraising Event

Superintendent of Recreation Linda Traina reviewed the staff report in the Board Packet recommending that the Board of Park Commissioners authorize the consumption of beer and wine in the Leisure Center on October 11, 2014 in conjunction with Operation North Pole and their fundraiser "Acoustics for a Cause".

Executive Director Hecker requested that Operation North Pole be "grandfathered" in terms of allowing the consumption of alcoholic beverages because the organization has been permitted to consume alcohol at their event in the ALC for the past two years. The organization and the event are supported in part by the City of Des Plaines Fire Department, security will be in place and they have the proper insurance for the event.

Commissioner Haas moved that the Des Plaines Park District Board of Commissioners authorize OPERATION NORTH POLE, Inc. to serve beer and wine at their October 11, 2014 Fund Raiser in the Administrative and Leisure Center.

Commissioner Rosedale seconded the motion.

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

Motion Carried: 5-0

Agenda Item 11 – D

Action Item: Approval of City of Des Plaines Flood Relief Easement Request for Craig Manor Park

Executive Director John Hecker reviewed the staff report in the Board Packet recommending that the Board of Commissioners deny the request due to the size of the proposed detention basin, the small size of the park, loss of usable open space and the proximity to the adjacent homes to the north of the park. Mr. Hecker reminded the Board about the negative responses we received from the homeowners adjacent to Chippewa Park when the MWRD required us to place a detention basin adjacent to homes due to the construction of Chippewa Pool.

Director Hecker recommended that staff further discuss with the City of Des Plaines alternative solutions for flood relief in the area near Craig Manor Park, including the possibility of an underground vault system in the park, if the City was willing to fund the complete renovation of Craig Manor Park.

Discussion: None

Commissioner Grady moved that the Des Plaines Park District Board of Commissioners deny the request for a flood relief storage facility in Craig Manor Park as presented by the City of Des Plaines.

Commissioner Rosedale seconded the motion.

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

Motion Carried: 5-0

CORRESPONDENCE: None

COMMISSIONER COMMENTS:

Commissioner Grady requested that whenever we get requests for easements or possible lands for sale that we utilize our overhead projector with aerial views or Google Earth technology so that it is more understandable in terms of proximity to homeowners, streets and local business areas.

Commissioner Rosedale indicated that he toured the Park Ridge Nature Center. Commissioner Rosedale also updated the Board and Staff on the health condition of Gloria Keane.

President Weber is excited to see the green grass instead of snow.

EXECUTIVE SESSION-

A motion made by Commissioner Grady at 8:29 p.m. to go into Executive Session to consider matters related to Real Estate, Personnel, Litigation, review of closed session minutes and semi-annual review of closed session minutes to determine if the need for confidentiality still exists for all closed session minutes being withheld from public release. Commissioner Haas seconded the motion.

Discussion: None

All commissioners present voted in favor by acclamation.

Motion carried

RETURN TO OPEN SESSION

Commissioner Grady moved to return to Open Session at 9:32 p.m.

Commissioner Haas seconded the motion.

Discussion: None

All commissioners voted in favor by acclamation.

Motion Carried

Agenda Item 15-A

Action Item: Semi-Annual Review of Closed Session Minutes

Commissioner Haas moved that the Board of Commissioners of the Des Plaines Park District refrain from releasing any Closed Session Minutes due to the need for continued confidentiality of the Closed Session Minutes being held from public release.

Commissioner Rosedale moved to second the motion.

Discussion: None

All commissioners present voted in favor by acclamation.

Motion Carried

ADJOURNMENT

A motion was made by Commissioner Rosedale to adjourn at 9:33 p.m.

Commissioner Yates seconded the motion.

Discussion: None

All commissioners present voted in favor by acclamation.

Motion Carried

APPROVED _____

President

Secretary