

**DES PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
TUESDAY, JULY 21, 2015**

I. 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: Vice President James Grady, Commissioner Don Rosedale, Treasurer William Yates and President Jana Haas. Commissioner Joe Weber was Absent. Also in attendance were Executive Director Don Miletic, Superintendent of Recreation Linda Traina, Superintendent of Parks & Golf Operations Paul Cathey, Superintendent of Business Operations Katie Skibbe, Assistant Superintendent of Recreation Jennifer Boys, Assistant Superintendent of Parks and Planning Corrie Guynn, Manager of Business Operations Amy Garbacz, IT Manager Sean King, Marketing and Communications Manager Gene Haring, Administrative Assistant Deborah Hermanson, Aquatics and Youth Programs Manager Matt Hartnett, Public Relations Colette Plantz, Cultural Arts Supervisor Nancy Suwalski, Artistic Co-Directors of the Dance Company Laura Witter and Jamie Salas.

Guests Present: Tom Christiansen, History Center; Jerry Chvatal, Senior Center; members of Artistry in Motion, Lifeguards and their families.

II. CHANGES TO THE AGENDA: None

III. INTRODUCTIONS/PRESENTATIONS

A. Staff & Dance Recognition: AiM & Iroquois Staff

Cultural Arts Supervisor Nancy Suwalski presented the achievements of the Dance Company to the Board. Nancy said the Aim Dance Company attended the Dance America Nationals Competition held July 3rd- July 7th in Schaumburg, IL. There were 31 dance companies from 12 states and Canada with 764 dancers competing of which 53 were AiM dancers. School of Dance Co-Director Laura Witter announced the overall high score, special awards and nomination winners. In the Solos division, 17 AiM dancers placed in 1st through 6th place; Duets/Trios/Small & Large Groups/Productions there were 27 dances, which placed in the 1st through 5th places.

President Jana Haas commented her girls took dance lessons from Nancy many years ago and is amazed how much the dance program has flourished. Jana said people do not recognize dance as a sport yet those involved in dance succeed in sports like gymnastics. Jana thanked Nancy for such a wonderful dance program and all the accomplishments they have achieved.

Executive Director Don Miletic is very proud of and made special recognition of the Iroquois Pool lifeguards and staff for an outstanding job they performed on June 16th. Don and the Park District appreciate all they do, and said he is very impressed with their job performance and their parents should be so proud.

President Haas and Commissioners thanked and complimented the pool staff for their outstanding job performances.

B. History Center Update: Tom Christiansen updated the Park Board regarding upcoming events and programs the History Center will be holding. He thanked the Park Board and District for all their support and congratulated the staff of Iroquois Pool for their heroism.

C. Senior Center Update: Jerry Chvatal updated the Park Board regarding upcoming programs, events, and trips at the Frisbie Center.

D. Friends of the Parks: Superintendent of Parks and Planning Paul Cathey updated the Park Board with the status of the FOTP. He said a new member has joined the Friends, Taija Jenkins, and is helping with the Friends website. The Friends were present in the July 4th Parade and “Park It” at Woodlawn. The Friends have dispersed 55 scholarships to date (up to \$50 per child) with \$1,940 redeemed. Regarding the Golf in the Dark event, they have secured a fourth premier sponsor and another post party sponsor. In addition, donations of food have been promised and some gift certificates have been secured. The Friends will be reaching out to other Districts and Golf Courses for possible donations for raffle prizes and silent auction.

Don mentioned the Friends have filed the 501(c)3 with the State of Illinois and then will go to IRS. Commissioner Grady asked if the Friends will be required to have Board members. Don informed the Park Board there will be seven (7) Board members to include the four (4) Officers (President, Vice President, Treasurer and Secretary) and then three other members.

IV. COMMENTS FROM THE COMMUNITY: None

V. APPROVAL OF THE MINUTES

Commissioner Rosedale moved to approve the Regular Minutes from June 16, 2015 as presented. Commissioner Yates seconded the motion.

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

VI. APPROVAL OF THE VOUCHER BILLS

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

- June 19, 2015 \$ 299,407.24
- June 24, 2015 \$ 58,351.00
- July 2, 2015 \$ 292,206.71

Commissioner Grady seconded the motion.

Discussion: None

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

Motion Carried: 4-0, 1 Absent

VII. APPROVAL OF PAYROLL

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

- June 12, 2015 \$ 188,415.65
- June 26, 2015 \$ 257,744.72
- July 10, 2015 \$ 289,521.06

Commissioner Grady seconded the motion.

Discussion: None

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

Motion Carried: 4-0, 1 Absent

VIII. M-NASR REPORT:

Executive Director Don Miletic reported there was no meeting this past month. Don said he will be meeting with Sue Bear and her staff the week of August 10th to begin planning of the sensory room here at the Leisure Center. Flag House, a company who provides ADA equipment, will be meeting with us and assist with the rooms layout. Staff will then begin preparing the room after the removal of the asbestos tile. Don said the Liponi Miniature Golf outing is being held Saturday, August 12th and if anyone would like more information to contact him.

Commissioner Grady asked where the funds were coming from for the sensory room. Don informed the Park Board \$60,000 was a grant from Rivers Casino to the District and the Park District has budgeted \$15,000 for a total of \$75,000.

IX. OPERATIONS REPORTS

A. EXECUTIVE DIRECTOR:

Executive Director Don Miletic briefly reviewed items contained in his written report. Don stated the Aquatics Task Force will be meeting July 31st to develop a survey regarding the replacement of Iroquois Pool. The survey will be distributed mid-August thru different media sources. Don received a call from the Todd Wessell at the Journal regarding the Aquatic Task Force. Don informed him due to the age of Iroquois Pool the District needs to decide what to do with the pool. Butterfly Gardens are established and look great. Club Casa renewed and Golf Tec will renew their leases for another five (5) years. The Pro Shop agreed the option of another three (3) years. Staff has been busy with the FOIA request. There will be some changes made to the Board Manual. Paul and Don met with Teska and Associates regarding Apache Park Construction. Bids for Apache Park will be brought to the September 22nd Board meeting. The monies for this project are split between the District and City of Des Plaines. Don stated the Frisbie Senior Center was able to refinance for another five years. The City consented on the sale of 968 Second Avenue and the second reading will be August 3rd.

Assistant Superintendent of Golf Operations, Brian Panek, presented a Lake Park Outings Procedure to allow alcohol Lake Park due to the many inquiries. Brian said, because of the financial need to bring revenue to Lake Park, it is in the best interest to allow such group outings.

Comments: Commissioner Grady asked what bank is financing the Frisbie Center. Staff informed the Park Board the bank is Ben Franklin.

All Commissioners commented on the Lake Park Golf Outings procedure and they are all in favor of giving the Lake Park Golf Outing Procedure a trial run on a temporary basis. Commissioner Yates asked if there would be a beverage cart on the course and Commissioner Rosedale asked if the golf course would be closed to the public. Brian informed the Park Board there will be no beverage cart and the course would be closed if there were more than 40 people in the outing. The Commissioners asked staff to get more information making sure everything is by the book and asked staff to come back with a more concrete draft of the Lake Park Golf Outing Procedures. Staff was directed to review all legal requirements and what other Park Districts are doing for par 3 courses.

B. RECREATION DEPARTMENT

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

- The swim meet at Chippewa was great. A parent from the other team complimented Staff on how smoothly the meet ran. The next meet will be on Thursday, July 23.
- Cindy held a Family Campout at Prairie Lakes and had volunteers from the Northwest Suburban Astronomers Assoc. there with their professional telescopes. Everyone in attendance really enjoyed themselves.
- Josh hired a new Athletic Coordinator, Ivan Rico. He will be responsible for all our contracted sports programs in addition to the adult leagues (basketball & softball) and any new adult athletics.
- Shelli hired a new Front Lead Desk Associate and her name is Shawn Newman.
- MVM financials are the same as last year. Unfortunately, due to the weather, the pools are not doing as well. We rolled back the pool pass price to pre-registration price, picked up 21 new and 20 renewals passes and will continue till the end of July. This roll back was better than last years.
- "Park It" is at Craig Manor Park Wednesday, July 22 and runs from 6:30 – 8pm.
- National Hot Dog Day will be held Thursday, July 23 all day long hitting different parks, camps, and facilities.

Comments: Commissioner Grady asked about H2O Night. Staff informed the Park Board it is a Middle School Drop-in Pool Party at Chippewa Park and starts after the pool closes and runs from 6:30-8:30pm.

C. PARKS AND GOLF OPERATIONS

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

- Eaton Field will be opening on Thursday. Paul praised the Special Projects and Landscape Maintenance crews on the work they performed on Eaton Park. This park is very unique and is one of a kind in the north side suburbs. There are a couple of things that need to be completed yet but should be finished this week.
- Steve and Connie did a great job with planting. They actually completed the planting two weeks earlier than expected.
- ALC asbestos abatement will begin August 17th. Staff will be moving things from the rooms and storing in the gym. Parks and Recreation have had meetings regarding the moving of everything and it will be a joint effort amongst all staff
- Junior Golf Open was held on Friday, July 17; trying to reach out to various soccer leagues to promote FootGolf. Lake Park has had good numbers for FootGolf and will have 144 campers Wednesday or Thursday.

Comments: Commissioner Rosedale said he has received calls from two residents who really enjoy the walking path at Eaton Field.

Commissioner Grady mentioned the Master Plan and the survey that was completed noted there was a big need for walking paths.

Commissioner Rosedale commented on the newly planted trees at Eaton Park. Staff informed the Park Board the trees will be monitored.

Commissioner Haas asked if there is any information regarding the Cities bike paths. Staff informed the Park Board the District can link to the Cities website.

D. BUSINESS OPERATIONS

The Board heard a report from Superintendent of Business Operations Katie Skibbe on several items.

- Gene Haring was named a “Community Hero” by Maine Community Youth Assistance Foundation.
- Hired Adam Cumbee as Social Media Coordinator.
- The camps are collecting food for the Self-Help Closet.
- Facebook, Twitter and Instagram have seen several hits. Colette has posted a few videos of events, which received several hits.
- Amy and Katie have been working on audit material. The auditors will be here the first week of August.
- Coordinated with IMRF a day for them to come out and go over benefits with those who may be retiring within the next few years.
- Worked closely with Desiree regarding the FOIA request.
- Fall spectrum is at the printers.

Comments: Commissioner Yates asked about the IMRF seminar coming up in August. Staff informed the Park Board that the District had an IMRF representative present to meet individually with staff getting close to retirement.

Commissioner Grady asked how the new software is working. Staff informed the Park Board it is working very well and staff are able to run reports on their own.

FINANCIAL REPORT

Superintendent of Business Katie Skibbe presented the monthly financial report.

Commissioner Grady moved to accept the Financial Report for June 2015, subject to audit, and place a copy on file.

Commissioner Yates seconded the motion.

Discussion: None

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

Motion Carried: 4-0, 1 Absent

X. UNFINISHED BUSINESS

XI. NEW BUSINESS: None

XII. CORRESPONDENCE:

Agenda Item: 12 – Correspondence Letter from Representative Marty Moylan

Executive Director Don Miletic gave a synopsis regarding the letter received from Marty Moylan. Don said he attended a coffee hour with legislatures at the Chamber on Friday, July 17th.

XIII. COMMISSIONER COMMENTS:

Commissioner Rosedale said he attended the “Park It” at Jaycee Park and it was well represented. Commissioner Rosedale said he has been visiting several sites including Mystic Waters and was concerned with the lines and how the people are sometimes in the drive. Additionally, Commissioner Rosedale asked what the people are allowed to bring in because there were several coolers. Staff informed the Park Board food and coolers are allowed into the facility and that no glass or alcohol is allowed. Commissioner Rosedale has concerns about the drop off area and the kids running around and into the drive. Staff said they would look into what can be done with the drop off area. Commissioner Rosedale said he has been visiting the Monarch Gardens and they look great. He mentioned there is a dead White Pine tree on the southwest corner of Central Park and that he received a call about skunks living in the evergreens on the northeast corner of the ALC building. Staff stated they will address the issues. Commissioner Rosedale stated his daughter-in-law joined Prairie Lakes Fitness Center and she enjoys it very much.

Commissioner Yates had no comment.

Commissioner Grady commented the parks look great. He commented his daughter takes his grandson to swim lessons at Chippewa and they are having a great time. He also asked about the Monarch Gardens. Staff informed him they were established because there has been a big drop in Monarchs and interpretive signs have been installed in the gardens to identify the various Monarchs.

President Haas informed staff regarding Debra Walusiak. President Haas said there is a food pantry drive on Saturday, August 15th from noon to 4pm and would like to get a foursome together and challenge the Mayor. She is looking for volunteers.

EXECUTIVE SESSION: None

XIV. ADJOURNMENT

A motion was made by Commissioner Grady to adjourn at 8:28p.m. Commissioner Yates seconded the motion.

Discussion: None

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

APPROVED _____

President

Secretary