

**DES PLAINES PARK DISTRICT  
REGULAR PARK BOARD MEETING MINUTES  
TUESDAY, FEBRUARY 16, 2016**

**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, Commissioner Joe Weber, Treasurer William Yates, and President Jana Haas. Also in attendance were Executive Director Don Miletic, Superintendent of Parks & Golf Operations Paul Cathey, Superintendent of Recreation Linda Traina, Superintendent of Business Operations Katie Skibbe, Asst. Superintendent Corrie Guynn, Business Manager Amy Garbacz, Communication and Marketing Manager Gene Haring, IT Manager Sean King, Golf & Facilities Supervisor Tyler Fuchs, Administrative Assistant Deborah Hermanson

Guests Present: Frisbie Senior Center, Jerry Chavtal  
Dave Phillips  
Resident, Jean Warren

**II. CHANGES TO THE AGENDA: None**

**III. INTRODUCTIONS/PRESENTATIONS**

**A. History Center Update:**

Executive Director briefed the Park Board on the History Center operations and upcoming events. Commissioner Grady stated the new exhibit, "Des Plaines Architecture Exhibit", will be opening on Wednesday, February 17, 2016.

**B. Senior Center Update:**

Jerry Chavtal updated the Park Board on upcoming events and programs. Jerry commented on the Dance Idol Competition as to what a production it was and the number of people.

**C. Friends of the Parks:** Superintendent of Parks and Planning Paul Cathey updated the Park Board regarding upcoming events. The Friends will be face painting at the Easter Festival on March 26 from 10am – Noon. They were able to secure 10 Maine Township students to volunteer at this event. The Friends are reaching out to District 62 and use of their virtual board to advertise the scholarship form. Also, the scholarships are being dropped off at the Self Help Closet & Food pantry informing them of the scholarship opportunities. The Friends have awarded 44 scholarships to date with 35 of them being redeemed. The Friends continue to make updates to the Website. The domain name is [friendsofdpparks.org](http://friendsofdpparks.org) however it is being switched over to [desplainesfriendsoftheparks.org](http://desplainesfriendsoftheparks.org). The Friends continue to plan for the Golf in the Dark Event.

Next meeting will be March 7 at 6:00 p.m.

**IV. COMMENTS FROM THE COMMUNITY: None**

**V. APPROVAL OF THE MINUTES**

Commissioner Rosedale moved to approve the Regular Minutes from January 19, 2016 as presented. Commissioner Grady seconded the motion.

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

## **VI. APPROVAL OF THE VOUCHER BILLS**

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

- January 15, 2016       \$ 327,869.69
- January 29, 2016       \$ 138,852.58

Commissioner Grady seconded the motion.

Discussion: None

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

Motion carried: 5-0

## **VII. APPROVAL OF PAYROLL**

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

- January 22, 2016       \$140,815.19
- February 5, 2016       \$139,563.77

Commissioner Weber seconded the motion.

Discussion: None

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

Motion carried: 5-0

## **VIII. M-NASR REPORT:**

Executive Director Don Miletic informed the Park Board the Healthy Minds/Healthy Bodies program has been initiated. There are currently five openings and of those one will be used by an outside agency other than the Des Plaines Park District. The outside agency would be responsible for reimbursing the Park District for the participant. MNASR is working with a third party to develop a Strategic Plan. MNASR Board is working on Sue Bears performance evaluation. There were over 200 participants this past weekend for the basketball tournament hosted by MNASR at Niles West. The renovations of the sensory room are almost complete and the Park District should be receiving the equipment soon.

Comments:

Commissioner Rosedale asked about the Illinois Lottery, their sponsorship of Special Olympics, how much of the proceeds actually go to the Special Olympics and do any of the local agencies get monies from this particular lottery. Staff informed the Park Board they will look into it.

## **IX. OPERATIONS REPORTS**

### **A. EXECUTIVE DIRECTOR:**

Executive Director Don Miletic briefly reviewed items contained in his written report including:

- Continue to work with staff on the Capital Improvement Plan and Capital Budgets.
- Working with Paul Cathey and Joe Brusseau on playground designs.
- Working with Gene Haring on the Silver Sneakers program advertisement.
- Met with City staff regarding the Land Cash Ordinance. The District and City put together a formula based on population, acreage, and the value of the property.
- Working with Greg Mac Donald to have land annexed into Des Plaines Park District Boundaries.
- There will be an Aquatic Task Force meeting in March.
- Reminded the Commissioners of the Liponi Annual Dinner Dance on Saturday, March 5.
- Chase to the Taste Race will be June 18<sup>th</sup>.

Comments: There was lengthy discussion between the Park Board and staff regarding the Land Cash Ordinance.

Commissioner Rosedale asked what the benefits are of belonging to the IAPD. There was much discussion between the Park Board and staff. Executive Director Miletic will draft a letter to IAPD voicing the Park Districts discontentment with IAPD.

## **B. RECREATION DEPARTMENT**

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

- Dance Idol was a huge success with over 500 dancers performing. There were 27 dance companies, 270 dance performances, over 50 volunteers and over 200 dancers who attended the masters class on Sunday.
- The AiM dancers performed at Maine West during half-time at one of the basketball games. They also performed at the Daddy/Daughter Royal Ball.
- There were 100 participants at the Daddy/Daughter Royal Ball.
- Camp registration started Monday, February 8. So far 54 have registered thus far for Camp Discovery and 68 for Camp Opeka.
- Jenn and Nancy met with Big Noise. The Park District would like Big Noise to take over the productions this summer because they draw bigger crowds and have a bigger following. The Park District would then get a percentage of the revenues generated from ticket sales.
- The boiler was replaced at Rosemont Pool.
- Floor Hockey registration has doubled since last session. Futsal and Indoor Soccer are doing really good also.
- The Apache Park Peace Pole Project is underway. Only
- PowerPlay is doing well with 38 participants at South School, 33 at Iroquois, 30 at Orchard Place and 26 at Plainfield.
- The increase in memberships at PLCC were mainly all transfers to the Silver Sneaker Program.

Comments:

President Haas asked staff how many Peace Poles have been painted. Staff informed the Park Board there have been six poles painted out of 152.

## **C. PARKS AND GOLF OPERATIONS**

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

- Apache Park lighting has been installed however, still waiting to have them operational. Staff will be putting in the fitness equipment and peace poles once the weather breaks.
- The Park District is waiting on conceptual designs for Cherokee, Mohawk, and 968 South Second Avenue Parks.
- Esteban Cardenas and Sesar Botello are registered trainers for forklift safety and airlift safety.
- The Golf Center revenues are up from last year.
- Staff was busy at PLCC with the set-up and take-down for Dance Idol.
- The lights around the ALC building and parking lots are being replaced with LED lighting which will save money in electric and they are also brighter.
- Renovations continue in the Sensory Room and Room 112.
- Staff is still removing the Emerald Ash trees throughout the Park District and chipping them. The Park District will seek out a grant to replace the trees.
- Looking into getting some grant monies for two new propane mowers.

Comments:

Commissioner Grady asked who is providing the grant monies for the Emerald Ash tree replacement. Staff said it is through an Urban Reforestation program. Commissioner Weber asked staff about the use of the chips from the Ash Trees and what type of disposal is used. Staff informed the Park Board the chips are placed around the trees and plant beds. As for disposal, the company who takes the trees down removes the bigger logs.

Commissioner Weber asked if there is going to be any concerns regarding the LED lights in the parks and their brightness. Staff informed the Park Board the new LED lights will have less light spillage and the new lights are easier to aim.

Commissioner Rosedale commented on the nice article of Ed Kelley in the Journal and Topics.

#### **D. BUSINESS OPERATIONS**

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

- Staff has been working on budgets and will go over the budget next week with other supervisory staff.
- 2<sup>nd</sup> phase was completed last month however Sentinel did not have all the equipment. The 3<sup>rd</sup> phase of the phone system is being completed tonight.
- The Spring Spectrum is at the printers and will be out soon.
- Gene has been working on the advertisement for the Silver Sneaker Program. All advertisement has to be given to the Silver Sneakers for approval.

Comments: None

#### **FINANCIAL REPORT**

Superintendent of Business Katie Skibbe presented the monthly financial report.

Commissioner Weber moved to accept the Financial Report for January 2016, subject to audit, and place a copy on file.

Commissioner Yates seconded the motion.

Discussion: None

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

Motion carried: 5-0

#### **X. UNFINISHED BUSINESS: None**

#### **XI. NEW BUSINESS:**

##### **Agenda Item: 11 – A**

##### **Action Item: Resolution to Purchase Municipal Bonds #16-01.**

Superintendent of Business Katie Skibbe presented Resolution #16-01 to the Park Board. This resolution gives the Park District the authority to purchase its own bonds.

Commissioner Grady moved that the Board of Commissioners adopt Resolution #16-01, a resolution of the Board of Commissioners of the Des Plaines Park District authorizing the use of the Park District's money to purchase municipal bonds.

Commissioner Weber seconded the motion.

Roll call:

Commissioners Grady, Aye; Weber, Aye; Yates, Aye; Rosedale, Aye; President Haas, Aye

Motion Carried: 5-0

Discussion: None

##### **Agenda Item: 11 – B**

##### **Action Item: General Obligation Limited Tax Refunding Park Bonds, Series 2016, Ordinance #16-02**

Superintendent of Business Katie Skibbe introduced Dave Phillips from Speer Financial to the Park Board. Mr. Phillips provided information regarding the purchase of the Park Districts own bonds. He stated the Park District will not have to revisit the purchasing of its own bonds till 2018. The interest from the bonds will be used for Capital Projects. Dave pointed out the Park District is in great financial

condition to purchase the bonds and the return of an average of 1.39% over two years is a good return on the investment.

Commissioner Weber moved that the Board of Commissioners adopt Ordinance #16-02 Issuance and Sale of General Obligation Limited Tax Refunding Park Bonds.

Commissioner Grady seconded the motion.

Roll call:

Commissioners Grady, Aye; Weber, Aye; Yates, Aye; Rosedale, Aye; President Haas, Aye

Motion Carried: 5-0

Discussion: None

**Agenda Item: 11 – C**

**Action Item: School District #62 Intergovernmental Agreement**

Executive Director Miletic presented the Intergovernmental Agreement to the Board. Miletic said this agreement is a standard agreement and has been renewed every two years. The agreement being presented is for a three year term. The only change to this is not installing permanent soccer goals. Miletic stated there is wording in the agreement that the two entities can revisit the installation of soccer goals at a later date.

Commissioner Yates moved that the Des Plaines Park District Board of Commissioners approve the Intergovernmental Agreement between the Board of Education of Community Consolidated School District 62, Cook County, Illinois and the Des Plaines Park District regarding the use of certain School District and Park District Facilities for the period April 1, 2016 thru March 31, 2019.

Commissioner Rosedale seconded the motion.

Roll call:

Commissioners Grady, Aye; Weber, Aye; Yates, Aye; Rosedale, Aye; President Haas, Aye

Motion Carried: 5-0

Discussion: None

Commissioner Grady asked if this agreement is the same as in past. Staff informed the Park Board this is the same agreement other than the minor change in item #4.

President Haas asked the term of the agreement. Staff informed the Park Board it is a three year term.

**Agenda Item: 11 – D**

**Action Item: Board Policy & Park Regulation Manual 2016**

Executive Director Miletic presented the suggested changes to the Board Policy & Park Regulation Manual 2016. He noted he had met with each of the Commissioners regarding these changes. Miletic stated that the Park District's attorney reviewed the noted changes and was fine with the Board Policy & Park Regulations Manual as presented.

Commissioner Weber moved to approve the recommended changes listed above to the Board Policy & Park Regulations Manual.

Commissioner Yates seconded the motion.

Roll call:

Commissioners Grady, Aye; Weber, Aye; Yates, Aye; Rosedale, Aye; President Haas, Aye

Motion Carried: 5-0

Discussion: There was a lengthy discussion regarding 8.03 (Alcoholic Liquors) between staff and the Park Board. President Haas commented the Park District will keep an eye on it.

**XII. CORRESPONDENCE: None**

**XIII. COMMISSIONER COMMENTS:**

Commissioner Rosedale had no comments to make.

Commissioner Weber said he visited Prairie Lakes the last couple of weekends and got to see the basketball tournament and was wowed by the Dance Idol Show. Additionally, he and his daughter visited the indoor playground which was a lot of fun. Commissioner Weber said the Rosemont Pool water appears to be a bit warmer.

Commissioner Yates said the maintenance department is doing a great job keeping the sidewalks and parking lots clear.

Commissioner Grady said he was very happy to see the email from Shelli to all fitness center patrons informing them of the crowd and parking conditions from the Dance Idol competition. He said that was a very good idea to send the email out and staff did a great job.

President Haas congratulated Katie Skibbe and her staff on the award that is coming. She said the Business Department is an intricate part of the Park District.

**XIV. EXECUTIVE SESSION;**

A motion was made by Commissioner Grady at 8:04p.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 Rosedale seconded the motion.

Discussion: None

All commissioners present voted in favor by acclamation.

Motion Carried

**XV. RETURN TO OPEN SESSION**

A motion made by Commissioner Grady to return to Open Session at 8:55 p.m.

Commissioner Rosedale seconded the motion

All commissioners present voted in favor by acclamation.

Motion Carried.

**Agenda Item: 15 - A**

Action Item: Position and Titles for 2016/2017

A motion was made by Commissioner Weber to approve the Position & Titles as presented.

Commissioner Yates seconded the motion.

All Commissioners voted in favor by acclamation.

Motion Carried: 5-0

**Agenda Item: 15 – B**

Action Item: Full Time Salary Administration for 2016/2017

A motion was made by Commissioner Weber to approve the Full Time Salary Administration for 2016/2017 as presented.

Commissioner Yates seconded the motion

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

Motion Carried: 5-0

Discussion:

**XVI. ADJOURNMENT**

A motion was made by Commissioner Grady to adjourn at 8:57 p.m.  
Commissioner Yates seconded the motion.

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

APPROVED \_\_\_\_\_

\_\_\_\_\_  
President

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Secretary