

**Des PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
TUESDAY, NOVEMBER 21, 2017**

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 Joe Weber at 7:00 p.m. Commissioners answering present to the roll call were: Commissioners Jana Haas, Jim Grady, and Don Rosedale. Commissioner Yates was absent. Also in attendance were Executive Director Don Miletic, Superintendent of Recreation Nick Troy, Superintendent of Parks & Golf Operations Paul Cathey, Superintendent of Business Barbara Barrera, Asst. Superintendent Jennifer Boys, Assistant Superintendent of Golf Operations Brian Panek, Communications and Marketing Manager Gene Haring, Aquatics Manager Matt Hartnett, Recreation Supervisor Jeanette Berard, and Administrative Assistant Debbie Hermanson.

Guests: Kathy Vana – History Center
Gary Vinzart – Resident

II. CHANGES TO THE AGENDA: None

III. INTRODUCTIONS/PRESENTATIONS:

A. History Center Update: Kathy Vana thanked the Park Board and District for its support. She informed the Park Board of upcoming events. Kathy also stated that the History Center has been receiving several calls regarding the most recent news of the demolition of the McDonalds Museum slated for next month. She said a statement has been posted on the History Center website regarding the McDonalds Museum.

B. Senior Center Update: None

C. Des Plaines Friends of the Parks (DFOTP): Superintendent of Parks and Planning Paul Cathey updated the Park Board with the status of the DPFOTP. Paul informed the Park Board that Superintendent Nick Troy will join him serving as co-liaison for the Park District. The Friends have sought out a grant from Rivers Casino and are waiting to hear back. In addition, they will be seeking out a grant/donation from the Des Plaines Community Foundation. The Friends will participate at Winter Wonderland with cookie and cone decorating along with selling popcorn. The next meeting will be Monday, December 11 at 6pm.

D. Aquatic and Camp Review Presentation: Aquatic Manager Matt Hartnett and Recreation Supervisor Jeanette Berard gave a presentation on the summers Aquatics and Camps performance. There were challenges for both the aquatic and camp staffing with the recent minimum wage, but staff was able to fill all open positions. Pools and camps did very well this year seeing an increase in numbers all across the board. Matt did comment that Chippewa pool continues to see a rise in attendance while Iroquois pool continues to see a drop in attendance. Jeanette presented statistics on camp participation. Camp attendance has dramatically increased in sports camp, while dance and regular camps appear to remain very steady. She said that this summer went very well and all participants enjoyed themselves.

Commissioner Haas commented on cutting back on staff during the aquatic classes due to a small area of the pool being used. Staff informed the Park Board they are looking at ways to utilize staff more efficiently.

IV. COMMENTS FROM THE COMMUNITY: None

V. APPROVAL OF THE CONSENT AGENDA

The following items are listed for consent agenda:

A. Minutes of Board Meeting from October 17, 2017

B. Minutes of Executive Session: None

C. Voucher List of Bills for dates and amounts of:

October 20, 2017	\$ 165,719.63
November 3, 2017	\$1,569,070.46

D. Payroll dates and amounts of:

October 13, 2017	\$ 154,290.65
October 27, 2017	\$ 152,340.16
November 10, 2017	\$ 148,648.69

Commissioner Haas moved to approve the Consent Agenda as presented.

Commissioner Grady seconded the motion.

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

Motion Carried: 4-0, 1 Absent

VI. M-NASR REPORT:

Executive Director Don Miletic commented there was no report and the next meeting will be held Tuesday, October 24 at 10am. Don commented that Sue Bear will be attending one of the Park District's board meetings in the near future for an annual update.

Commissioner Rosedale asked if the Sensory Room is being utilized. Executive Director informed the Park Board the Sensory Room is being used and was well used doing camps and school days off.

VII. MONTHLY REPORTS

A. EXECUTIVE DIRECTOR:

Executive Director Don Miletic reviewed items contained in his written report in addition to the following:

- Reviewed the handouts in the Commissioners folders.
- A letter regarding building a bridge between DP Manor and Cumberland Terrace Parks and how it would benefit the neighborhoods was presented. Don noted there is a Transportation Grant available to assist with the costs of building the bridge. He said he would seek public input regarding the proposal most likely in the spring.
- Park District is seeking partnering with the Forest Preserve to develop a park at Golf and East River Road due to all the development in that area.
- The City will not be installing the underground water vault at Craig Manor this year.
- The employee Potluck is set for December 6 and the Holiday Awards Dinner will be December 16.
- Don reminded the Commissioners IPRA conference is January 18 – 20 with the Awards Luncheon held on Friday, January 19.
- The Mohawk Park public forum was well received and attended.

Commissioner Haas commented she feels the addition of the bridge is a good idea for the residents in the area. Don said he has spoken to a few residents in the area and all were very positive with the idea.

Commissioner Grady asked if there is storm water storage at D.P. Manor. Staff informed the Park Board there are none in the area.

Commissioner Haas asked that the Commissioners be included on all correspondences with Senator Murphy and Representative Moylan regarding the tax freeze. Don said he will make sure everyone is included on all correspondences.

B. PARKS AND GOLF DEPARTMENT & OPERATIONS

Superintendent of Parks and Golf Operations Paul Cathey reviewed items contained in his written report in addition to the following:

- Driving Range is near completion and will open up tomorrow at 3pm. Paul noted there will be reduced hours so work can continue to finish the renovations. There are some last minute punch list items that need to be completed.

- Skate Park is complete and staff will be moving the equipment over the winter.
- Waiting on results for the soil borings at Prairie Lakes Community Center.
- ERC event went very well and the committee did a nice job with the games.

Commissioner Haas asked about the timeline of the soil boring samples. Staff informed the Park Board the results should come back next week.

Commissioner Rosedale asked about the mound of debris on the northwest corner of Cornell Park from the construction work on the streets. Staff informed the Park Board they will follow up with the City.

President Weber asked about the completion date of the driving range and if the contractor can be held liable for the extended time it took to get it completed. Staff informed the Park Board the contractor cannot be held liable of the extra time it took to complete the work because it was weather related.

Commissioner Grady asked if there were inspectors who came out to inspect the work performed on the driving range. Staff informed the Park Board the City inspector was out day and the MWRD inspector will be out to make the final inspection. Staff said the contractor needed to make some adjustments to the grading due to flood plain.

MAINTENANCE OPERATIONS

Assistant Superintendent Corrie Guynn reviewed the Maintenance Staff report in great detail.

Comments: Commissioner Haas said the new fencing on the north side of West Park looks great. Staff informed the Park Board the rest of the fencing will be replaced as funds are available.

GOLF & FACILITY OPERATIONS

Assistant Superintendent Brian Panek reviewed the Golf & Facilities Staff report in great detail. He said there are new holiday specials that will start up tomorrow. Both Club Casa and Golf Tec are running specials in junction with the Golf Center specials. He informed the Park Board another grease trap had to be installed at the Golf Center.

C. BUSINESS DEPARTMENT

Superintendent Barbara Barrera reviewed items contained in her written report in addition to the following:

- Nicole and I have been working on the Golf Center driving range claim for both property loss and business interruption of 2013 and business interruption for 2017. Will be submitting to PDRMA for reimbursement and close out.
- Training for the RecTrac upgrades for the business staff continues. The upgrade for RecTrac is scheduled for Sunday, December 3.

FINANCIAL REPORT

Superintendent of Business Barbara Barrera presented the monthly financial report.

Commissioner Haas moved to accept the Financial Report for October 2017, subject to audit, and place a copy on file.

Commissioner Rosedale seconded the motion.

Discussion: None

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

Motion Carried: 4-0, 1 Absent

D. RECREATION DEPARTMENT & OPERATIONS

Superintendent Nick Troy reviewed items contained in his written report in addition to the following:

- Nick mentioned Josh raised approximately \$4,000 for Puerto Rico and took generators down to Puerto Rico.
- Continue to work with staff regarding programming and free events on Thanksgiving.

RECREATION OPERATIONS

Assistant Superintendent Jenn Boys reviewed the Recreation Staff report in great detail. Winter Wonderland preparation and planning is underway. Emergency drills were held at the ALC with the pre-school classes.

Comments: None

VIII. UNFINISHED BUSINESS: PLCC Indoor Pool Project

Executive Director Don Miletic showed a PowerPoint presentation on the progress of the indoor pool. Drafts of the preliminary pool layout were distributed and discussed. A couple of layout options were presented of which one included an elevator and second floor viewing area. This option is very costly.

Alderman Malcolm Chester is holding a ward meeting regarding the elimination of Iroquois Pool on December 14th at Arndt Park.

Comments: Commissioner Haas asked if there will be enough room for seating and viewing if a second floor viewing area was not included. Don said there will be approximately 180 seats available for viewing.

Commissioner Grady questioned the splash pad area, the size, the angle and the architectural look. Don said they will bring it back to the architecture with the suggested changes.

Commissioner Haas asked about the placement of the mechanical room and will the distance from the pools create a problem. Staff informed the Park Board the mechanical room's placement will not be a problem and is placed such for ease in receiving of the chemicals and maintenance.

IX. NEW BUSINESS:

Agenda Item: 9 – A 2017 Property Tax Levy Ordinance #17-08

Superintendent Barbara Barrera presented Ordinance #17-08 regarding the 2017 Property Tax Levy. Barb noted there have been no changes since adoption at the October board meeting.

Commissioner Grady moved that the Park Board of Commissioners approve 2017 Property Tax Levy Ordinance #17-08 an ordinance levying and assessing the taxes for the general Corporate Fund, the Recreation Fund, the Audit Fund, the Tort Immunity Fund, the Illinois Municipal Retirement Fund, the Social Security Fund, the Special Recreation Fund, the Debt Service Fund, and the Museum Fund for purposes of the Des Plaines Park District, Cook County, Illinois, Beginning May 1, 2017 and ending April 30, 2018.

Commissioner Haas seconded the motion.

Discussion: None

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

Motion Carried: 4-0, 1 Absent

Agenda Item: 9 – B Land Annexation Ordinance #17-09

Executive Director Don Miletic presented Ordinance #17-09 annexing the properties listed in his Board Report into the Park District Boundaries. These parcels were annexed into the City of Des Plaines last month. These parcels are being developed into new homes and multi-housing units.

Commissioner Rosedale moved that the Des Plaines Park District Board of Commissioners approve the Annexation Ordinance #17-09 approximately 9 gross acres more or less located along N. East River Road and commonly known as 225, 300, 301,304, 310, and 330 N. East River Road, Des Plaines, Cook County, Illinois.

Discussion:

Commissioner Haas asked how much tax revenue would be generated from this annexing. Executive Director indicated it would bring in approximately \$14,000.

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

Motion Carried: 4-0, 1 Absent

Agenda Item: 9 – C Naming of Second Avenue

Executive Director Don Miletic presented to the Park Board the naming of the Second Avenue Park. He asked Gene Haring to inform the Park Board as to how the naming of the park was determined.

Gene explained the process and asked area residents of the neighborhood for their input. It was determined the area where the park is located is in the Westfield neighborhood.

Commissioner Haas moved that the Des Plaines Park District Board of Commissioners approve the official name of 968 Second Avenue to Westfield Park.

Commissioner Rosedale seconded the motion.

Discussion: None

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

Motion Carried: 4-0, 1 Absent

X. CORRESPONDENCE:

Agenda Item 10 – A Thank you from DAR

Agenda Item 10 – B Thank you from Frisbie Senior Center

Agenda Item 10 – C Thank you from Pre-School Parent

Agenda Item 10 – D Thank you from MCYAF

Agenda Item 10 – E Thank you from Des Plaines Community Foundation

XI. COMMISSIONER COMMENTS:

Commissioner Grady wished happy Thanksgiving to all and he is looking forward to the Golf Center opening.

Commissioner Haas wished everyone a happy Thanksgiving

Commissioner Rosedale wished everyone a safe and good time over the holidays. He commented to staff continue the great work.

President Weber commented the presentations from staff were well done. He wished everyone happy holidays.

XII. ADJOURNMENT

A motion was made by Commissioner Rosedale to adjourn at 9:12 p.m.

Commissioner Haas seconded the motion.

Discussion: None

All commissioners present voted in favor by acclamation.

Motioned Carried 4-0, 1 Absent

APPROVED _____

President

Secretary