

**Des PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
TUESDAY, MAY 17, 2018**

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, Don Rosedale and Commissioner William 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, Assistant Superintendent of Recreation Jennifer Boys, Assistant Superintendent of Parks Corrie Guynn, Assistant Superintendent of Golf & Building Operations Brian Panek, Golf Operations Supervisor Tyler Fuchs, Communications and Marketing Manager Gene Haring, Human Resource and Risk Manager Nicole McNulty, and IT Manager Sean King.

Guests: Kathy Vana– History Center
Trish Romza - Receptionist
| Andy Romza

II. CHANGES TO THE AGENDA: None

III. INTRODUCTIONS/PRESENTATIONS:

- A. Dedicated to Excellence:** Barb Barrera presented Trish with the Dedicated to Excellence award and commented on Trish's willingness to assist staff, help others, and provide outstanding internal/external customer service.
- B. History Center Update:** Kathy Vana updated the Park Board and Staff with upcoming events and school day off programs.
- C. Senior Center Update:** Executive Don Miletic informed the board of activities and property management items at the Frisbie Center.
- D. Des Plaines Friends of the Parks (DFOTP):** Paul Cathey update the Park Board of the items listed on his report.

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 April 17, 2018
- B. Minutes of Executive Session: April 17, 2018
- C. Voucher List of Bills for dates and amounts of:
 - April 20, 2018 \$ 83,527.82
 - April 27, 2018 \$238,945.41
 - May 4, 2018 \$ 69,598.33
- D. Payroll for dates and amounts of:
 - April 13, 2018 \$145,056.03
 - April 27, 2018 \$150,537.67

Commissioner Haas moved to approve the Consent Agenda as presented.

Commissioner Yates seconded the motion.

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

VI. M-NASR REPORT:

Executive Director Don Miletic commented there was not much to report, MNASR did increase their minimum starting wage to \$9.50 per hour for their entry-level staff.

VII. MONTHLY REPORTS

A. EXECUTIVE DIRECTOR:

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

- Don did inform the Park Board of the upcoming meeting for Cumberland Terrace of May 22, 2018 and our Park Openings on June 2nd.
- There was an update of the Greenhouse and staff (Jeanette and Jennifer) seeking a grant to update it into a learning lab for children. A better utilization of our resources.
- Indoor Pool update will be discussed under unfinished business.

Commissioners asked questions about a few items on Paul's report and staff answered.

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:

- Paul informed the Park Board about the leaks at Mystic Waters and the great partnership with the City of Des Plaines to utilize their vacuum truck twice. It saved a great deal of man-hours.
- Golf Center parking lot is being worked on and was partially closed. This was part of the turf replacement project and additional drainage requirements. It was not able to be done last year.

Commissioners asked questions about a few items on Don's report and staff answered.

MAINTENANCE OPERATIONS

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

- In addition, Corrie presented at supervisor symposium for IPRA about his effective trainings. He will also be presenting at NRPA conference.

Comments: Commissioners did not have any questions and staff answered them.

GOLF & FACILITY OPERATIONS

Assistant Superintendent Brian Panek reviewed the Golf & Facilities Staff report in great detail.

- Brian Panek and Golf Operations Supervisor Tyler Fuchs presented a PowerPoint presentation for twenty minutes about the Golf Center and Lake Park. There was discussion about ways to increase revenues and decrease expenses at Lake Park. Also new programs for both facilities.
- Family Day on May 20th is the first free event highlighting Lake Park and will be great fun.

Commissioners asked questions about a few items about the presentation and staff answered.

C. BUSINESS DEPARTMENT

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

- Barb informed Todd Lehky and his wife Emily had a baby girl and was on leave.
- Final Budget will be at the June Board Meeting

FINANCIAL REPORT

Superintendent of Business Barbara Barrera presented the monthly financial report. Commissioner Haas moved to accept the Financial Report for April 2018, 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; Yates, Aye; President Weber, Aye

Motion Carried 5-0

D. RECREATION DEPARTMENT & OPERATIONS

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

- Staffing is a top priority for staff.
- Working on Distinguish Agency items in the Recreation section.

RECREATION OPERATIONS

Assistant Superintendent Jennifer Boys reviewed the Recreation Staff report in detail.

- Working on putting together items with Jeanette for Greenhouse grant.

Comments: One specific question by a commissioner, "How is the hiring of lifeguards." Staff indicated things are good and still hiring/training.

VIII. UNFINISHED BUSINESS: PLCC Indoor Pool Project

Executive Director Miletic informed the Park Board of the progress of the pool and the budget.

President Weber was thanked for his service as President during the Fiscal Year 2018/2019

Nominations for President

Executive Director Miletic called for nominations for Board President.

Commissioner Haas nominated Donald Rosedale for President for Fiscal Year 2018//2019

Executive Director Miletic asked if there were any other nominations for President.

Hearing None, Executive Director Miletic asked for nominations for President to be closed.

Motion By: Grady Seconded: Haas

All in Favor, Opposed Ayes: 5 Nays: 0

Executive Director Miletic requested a motion and second to elect Donald Rosedale as President of the Des Plaines Park District Board of Commissioners for Fiscal Year 2018/2019

Commissioner Haas moved to elect Donald Rosedale as President of the Board of Commissioners for the period May 15, 2018 thru Unfinished Business on May 21, 2019. Commissioner Yates seconded the motion.

Discussion: None.

All in Favor, Opposed Ayes: 5 Nays: 0

Nominations for Vice-President

President Rosedale called for nominations for Board Vice-President.

Commissioner Weber nominated Jana Haas for Vice-President for Fiscal Year 2018/2019. President Rosedale asked if there were any other nominations for Vice-President.

Hearing None, President Rosedale asked for nominations for Vice-President to be closed.

Motion By: Grady Seconded: Weber

All in Favor, Opposed Ayes: 5 Nays: 0

President Rosedale requested a motion and second to elect Jana Haas as Vice-President of the Des Plaines Park District Board of Commissioners for Fiscal Year 2018/2019

Commissioner Weber moved to elect Jana Haas as Vice President of the Board of Commissioners for the period May 15, 2018 thru Unfinished Business on May 21, 2019. Commissioner Grady seconded the motion.

Discussion: None

All in Favor, Opposed Ayes: 5 Nays: 0

Nominations for Treasurer

President Rosedale called for nominations for Board Treasurer.

Commissioner Weber nominated William Yates for Treasurer for Fiscal Year 2018/2019.

President Rosedale asked if there were any other nominations for Treasurer.

Hearing None, President Rosedale asked for nominations for Treasurer to be closed.

Motion By: Haas Seconded: Grady

All in Favor, Opposed Ayes: 5 Nays: 0

President Rosedale requested a motion and second to elect William Yates as Treasurer of the Des Plaines Park District Board of Commissioners for Fiscal Year 2018/2019.

Commissioner Haas moved to elect William Yates as Treasurer of the Board of Commissioners for the period May 15, 2018 thru Unfinished Business on May 21, 2019. Commissioner Grady seconded the motion.

Discussion: None

All in Favor, Opposed Ayes: 5 Nays: 0

Board Appointments:

President Rosedale made the following appointments:

Executive Director:	Don Miletic
Board Secretary:	Don Miletic
Attorney:	Greg MacDonald, or Ancil Glink, or Tressler LLC
M-NASR Rep/Alt:	Don Miletic
History Center Rep/Alt:	Don Miletic
Senior Center Rep/Alt:	Don Miletic
Friends of the Parks Rep:	Paul Cathey, Nick Troy
Finance Committee:	William Yates
Personnel Committee:	Don Rosedale, Jana Haas

IX. NEW BUSINESS:

Agenda Item: 9 – Consideration of Ordinance #18-07 Authorizing the Issuance of General Obligation Park Bonds (Alternate Revenue Source) of the Des Plaines Park District in the amount not to exceed \$1,750,000.

Superintendent Barbara Barrera presented the ordinance and explained the issue would be paid out the ADA fund, and the District would be looking to issue \$1,500,000 for ADA costs relating to the pool project. We would have an 11-year issue to make sure we can do other ADA capital project items.

Commissioner Grady moved to adopt Ordinance #18-07 Authorizing the Issuance of General Obligation Park Bonds (Alternate Revenue Source) of the Des Plaines Park District in the amount not to exceed \$1,750,000.

Commissioner Yates seconded the motion.

Discussion: Commissioner asked will there be money available before construction, and staff indicated yes, there will be

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

Motion Carried: 5-0

Agenda Item: 9 – B Mohawk Park Renovation

Paul Cathey presented the Mohawk information and recommended the lowest bidder at \$79,122.

Commissioner Weber made the motion to accept the bid from E. Hoffman Incorporated, located in Lombard, IL in the amount of \$79,122.00 for the Mohawk Park Renovation Project.

Commissioner Grady seconded the motion

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

Motion Carried: 5-0

Agenda Item: 9 – C Seminole Park Playground Equipment Bid Approval

Corrie Guynn presented information about the Seminole Park Playground Equipment with a budget of \$50,000.

Commissioner Haas made the motion to accept the bid from Burke, located in Fond du Lac, WI in the amount of \$50,000 for the Seminole Park Playground Equipment.

Commissioner Grady seconded the motion

Discussion: A commissioner discussed the color options. Staff answered concerns.

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

Motion Carried: 5-0

X. CORRESPONDENCE:

None.

XI. COMMISSIONER COMMENTS:

Commissioner Weber It is the busy season, keep doing what you are doing.

Commissioner Yates – no comment

Commissioner Grady – Hope for another great season, Chippewa was ready to go, Golf Presentation was good about Lake Opeka.

Commissioner Haas – Commented about Pitch Hit & Run, discussed Earth Day and the kids playing with dirt.

Commissioner Rosedale – All of you make things great and working with the City helps us. Keep up the good work.

XII. EXECUTIVE SESSION

None

XIII. RETURN TO OPEN SESSION

XIV. ADJOURNMENT

A motion was made by Commissioner Grady to adjourn at 9:05 p.m.

Commissioner Yates seconded the motion.

Discussion: None

All commissioners present voted in favor by acclamation.

Motion Carried 5-0

APPROVED _____

President

Secretary