

**Des PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
TUESDAY, JUNE 19, 2019**

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 Don Rosedale at 7:00p.m. Commissioners answering present to the roll call were: Commissioners Jim Grady, Jana Haas, Joe Weber, and William Yates. In attendance were Executive Director, Don Miletic; Superintendent of Recreation, Nick Troy; Superintendent of Parks & Golf Operations, Paul Cathey; and Superintendent of Business Barbara Barrera.

Guests: Kathy Vana – History Center
Chris Poole – Intern

Open Public Hearing at 7:00 for Proposed Issuance of General Obligation Park Bonds (Alternate Revenue Source), Series 2018.

Motion by Commissioner Haas, Second by Commissioner Grady
All in favor: Ayes 5, Nays 0; Motion carried 5-0

Discussion: Information about the Bonds and timelines for issuances were presented. Where the funding will come from and what they will be used for. No discussion from public.

Close Public Hearing for Proposed Issuance of General Obligation Park Bonds (Alternate Revenue Source), Series 2018.

Motion by Commissioner Yates, Second by Commissioner Grady
All in favor: Ayes 5, Nays 0; Motion carried 5-0

Open Public Hearing at 7:11pm for 2018/2019 Budget & Appropriation Ordinance#18-08.

Motion by Commissioner Grady, Second by Commissioner Weber
All in favor: Ayes 5, Nays 0; Motion carried 5-0

Discussion: Executive Director Miletic read the following.

As required by state statute and the Park District Code, the Des Plaines Park District is required to adopt an Annual Budget and Appropriation Ordinance within the first quarter of each fiscal year starting on May 1 and ending on April 30. This ordinance authorizes the Des Plaines Park District to appropriate such sum or sums of money as may be deemed necessary to defray all necessary expenses and liabilities incurred by the Des Plaines Park District.

The Budget and Appropriation was prepared and passed in Tentative Form as Ordinance 18-05 on April 17, 2018 and was available for public inspection from April 18, 2018 thru June 19, 2018. The Public Hearing notice was published in the Des Plaines Journal and Topics Newspaper within the required timelines.

Budget Summary:

Cash on Hand at May 1, 2018	\$15,046,166
Estimated Cash to be received from all sources through April 30, 2019	\$25,795,880

Estimated Expenditures through April 30, 2019	\$29,176,289
Projected Cash on Hand at April 30, 2019	\$11,665,757
Estimated amount of Real Estate Taxes to be received thru April 30, 2019	\$8,209,803

IS THERE ANYONE IN THE AUDIENCE WHO WISHES TO PRESENT TESTIMONY OR ASK QUESTIONS IN REGARD TO THE DES PLAINES PARK DISTRICT ANNUAL BUDGET AND APPROPRIATION ORDINANCE 18-08

– No comments from the public.

Official Board action on the Budget and Appropriation Ordinance 18-08 is scheduled under New Business as Item 9-A

Ask for a motion and second to close the Public Hearing on Budget and Appropriation Ordinance 18-08

Close Public Hearing for 2018/2019 Budget & Appropriation Ordinance#18-08
Motion by Commissioner Yates, Second by Commissioner Grady
All in favor: Ayes 5, Nays 0; Motion carried 5-0

II. CHANGES TO THE AGENDA: None

III. INTRODUCTIONS/PRESENTATIONS:

- A. History Center Update:** Kathy Vana updated the Park Board and Staff with upcoming events and school day off programs. In addition, mentioned the History Center Lunch that will be available on August 19, 2019.
- B. Senior Center Update:** Executive Don Miletic informed the board of activities and property management items at the Frisbie Center.
- C. Des Plaines Friends of the Parks:** Nick Troy updated the Park Board of the items pertaining to the Friends of the Parks.

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: May 15, 2018
- B. Minutes of Executive: None
- C. Voucher List of Bills for dates and amounts of:
 - May 18, 2018 \$342,657.35
 - June 1, 2018 \$149,290.46
- D. Payroll for dates and amounts of:
 - May 11, 2018 \$164,294.52
 - May 25, 2018 \$168,244.37
 - June 8, 2018 \$204,111.37

Commissioner Yates moved to approve the Consent Agenda as presented with one correction to the minutes.

Commissioner Weber seconded the motion.

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

Motion carried 5-0

VI. M-NASR REPORT:

No Report

VII. MONTHLY REPORTS

A. EXECUTIVE DIRECTOR:

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

- Recognized four dancers by name for their Des Plaines Arts Council Award.
- Updated board on the Cash Contributions in lieu of Park Land Dedication was approved for \$372,997.40 and LWCF Funds for Oakwood Park in the amount \$290,000.

Commissioner Weber asked questions about a few items on Don's presentation 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 board about WT Engineering and Mohawk Park project's MWRD permit need.
- Golf Course Dad & Me event had 60 golfers, great event and staff did a great job.
- Lake Park Family Day is rescheduled for July 8th at 11am – 2pm.

Commissioners Haas asked questions about WT Engineering on Paul's presentation and staff answered.

C. BUSINESS DEPARTMENT

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

- Informed board of July bond sales for the pool project.
- Increase in paperwork from average of 150 employees to over 600 employees processed for payroll during summer months.
- HR is cross training with Payroll, number of cash deposits increase greatly during this time, and technology is busy.

FINANCIAL REPORT

Superintendent of Business Barbara Barrera presented the monthly financial report.

Commissioner Weber moved to accept the Financial Report for May 2018, subject to audit, and place a copy on file.

Commissioner Yates seconded the motion.

Discussion: Executive Director Miletic commented on all the work Barb did on the LWCF Grant was incredible. It was a huge help for Paul and myself.

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

Motion carried 5-0

D. RECREATION DEPARTMENT & OPERATIONS

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

- Introduction of the Intern, Chris Poole and he is working on many different areas.
- Futbol is being postponed till the fall, low numbers and hope for better participation by soccer groups in the fall.
- Camps and Pool operations are very busy with front line staff doing a great job.
- Dash race had over 200 runners and great event.

Discussion: Commissioner Grady asked about involvement with School District programs, and staff answered his questions.

VIII. UNFINISHED BUSINESS: PLCC Indoor Pool Project

Executive Director Miletic informed the Park Board of the great meeting we had about colors and the final decision is to determine the exterior color of the building. After discussion and review of the material, the Park Board came to the same conclusion of a lighter color closely matching the existing brick with a crème accent. In addition, discussion of the exterior lighting on the building was discussed and staff to review in detail. Park Board also review interior colors and were in favor of the pallet selection that was presented. Executive Director Miletic did inform Park Board that construction documents are about 70% complete

IX. NEW BUSINESS:

Agenda Item: 9 – A Budget & Appropriation Ordinance #18-08

Superintendent Barbara Barrera presented the few changes that were made to the budget from the budget that was approved in April 2018 in tentative form. In her presentation she did indicate fund balance levels and the primary reason for the large increases in expenditures is because of the indoor pool project.

Discussion: Commissioner Grady made a comment that the report was easy to follow and understand, great job.

Commissioner Yates made the motion to approve the Budget & Appropriation Ordinance #18-08 and 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 – B Prevailing Wage Ordinance #18-09

Superintendent Barbara Barrera presented information about the publishing and requirements for the annual prevailing wage ordinance that needs to be adopted.

Commissioner Weber made the motion to approve the Prevailing Wage Ordinance #18-09 and Commissioner Grady seconded the motion:

Roll call: Commissioners Haas, Nay; Weber, Aye; Grady, Aye; Yates, Aye; President Rosedale, Nay;
Motion carried: 3-2

Agenda Item: 9 – C Parking Lot Repairs, Admin & Leisure Center/PLCC Path

Superintendent Paul Cathey read his report and discussed the bid and mentioned the East Walk will be removed from the bid.

Commissioner Grady made a motion to approve the low bid from Maul Paving, Naperville for the Parking lot repairs project in the amount of \$92,825.00. The motion was seconded by Commissioner Haas.

Discussion: Commissioner Rosedale asked if we approve should we do less the amount being removed. Staff answered that since it was a line item, we can remove this. Also, the contractor already is aware of the removal and this is done this way as long as it does not change lowest bid.

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

Agenda Item: 9 – D Administrative & Leisure Center Sidewalk Installation

Superintendent Paul Cathey read his report and asked for the motion listed in his report.

Commissioner Yates made a motion to approve the low bid from Wilbert Construction, Des Plaines for concrete, sidewalk, and curb repairs in the amount of \$38,885. The motion was seconded by Commissioner Weber.

Discussion: There was some discussion on the second of concrete that the City of Des Plaines is going to replace.

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 has been hot out there and visited Chippewa Pool. Thanks to staff.

Commissioner Yates – Thanks to staff for a great job.

Commissioner Grady – Parks are looking great, good team effort on making sure things are getting done.

Commissioner Haas – Great work on getting things done, excited about indoor pool project, and hoping staff gets some time off soon.

Commissioner Rosedale – Thanked Commissioners Weber & Haas on their work with the Aquatic Task Force, mentioned it was crowded on Father’s Day at the Chippewa pool as he was there with grandkids and there were no chairs.

XII. EXECUTIVE SESSION

None

XIII. RETURN TO OPEN SESSION

13-A Semi-Annual Review of Closed Session Minutes

Park District Code requires the Board of Park Commissioners to review on a semi-annual basis the minutes of closed session meetings to see if the need for confidentiality still exists for those minutes. I reviewed the Closed Session (Executive Session) Minutes and at this time deem it appropriate to release and destroy any recordings. The list of minutes below has been kept confidential to determine if the need for confidentiality still exists. A motion was made in executive session but also recommended to have a motion in open session.

Sept 18, 2001	Lease of Property/Land Acquisition
Dec 19, 2001	Potential Litigation/Land Acquisition
Jan 7, 2002	Same as above
Jan 15, 2002	Same as above
Jan 30, 2002	Same as above
May 21, 2002	Potential Litigation/Lease of Property
May 30, 2002	Potential Litigation/Land Acquisition
June 11, 2002	Same as above
June 18, 2002	Same as above
June 27, 2002	Land Acquisition/Personnel
July 16, 2002	Land Acquisition/Potential Litigation
Sept 17, 2002	Land Acquisition/Personnel/Lease of Property
Oct 15, 2002	Potential Litigation/Exec Session Minutes Review
Dec 19, 2002	Personnel
December 19, 2017	Review Closed Session Minutes/License of Property
February 20, 2018	Personnel
April 17, 2018	Personnel/License & Lease of Property

Motion: I move that the Park Board of Commissioners release the above listed Executive Session minutes and destruction of the recordings.

Commissioner Haas made the motion above and Commissioner Yates second the motion.

All in favor: Ayes 5 Nays 0, Motion Carried

Motion: I move that the Park Board of Commissioners destroy all executive session recordings that are 18 months or older.

Commissioner Weber made the motion above and Commissioner Grady second the motion:

All in favor: Ayes 5, Nays 0; Motion carried 5-0

13-B Approval of Position & Titles

Motion: At this time, I am asking the Park Board of Commissioners to approve the position of Operations Analyst as present.

Commissioner Weber made the motion above and Commissioner Grady second the motion:
Discussion: Some additional discussion about coming back and changing grade levels if needed was discussed and not holding back the Executive Director to hire who he needs.

All in favor: Ayes 5, Nays 0; Motion carried 5-0

XIV. ADJOURNMENT

A motion was made by Commissioner Grady to adjourn at 10:05p.m.

Commissioner Haas seconded the motion.

Discussion: None

All commissioners present voted in favor by acclamation.

Motion carried 5-0

APPROVED _____

President

Secretary