

**DES PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
TUESDAY, AUGUST 21, 2018**

I. CALL TO ORDER/ROLL CALL

Commissioner Jana Haas called the Regular Meeting of the Board of Commissioners of the Des Plaines Park District to order at 7:00 p.m. Commissioners answering present to the roll call were Jim Grady, Jana Haas, and Joe Weber. President Don Rosedale was absent. 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 Parks, Corrie Guynn; and Marketing and Communications Manager, Gene Haring.

The meeting was opened with the Pledge of Allegiance.

Guests: Kathy Vana, History Center
Commander Mike Lake and Senior Vice Commander Keith Renner, VFW Post 2992
Jim and Nick Gast, Gast Monuments

II. CHANGES TO THE AGENDA: None

III. INTRODUCTIONS/PRESENTATIONS:

- A. History Center Update:** Kathy Vana presented the upcoming events. In addition, what a wonderful job Park District staff did for Shari Caine's memorial. The annual picnic was a huge success.
- B. Senior Center Update:** Executive Don Miletic informed the out lot being sold and staff is working on filling the vacancies in our strip mall.
- C. Des Plaines Friends of the Parks:** Paul Cathey informed the Park Board on items from his report and Glow Golf is high on the list.

IV. COMMENTS FROM THE COMMUNITY: Mike Lake from VFW Post 2992 presented *The Wall That Heals* Memorial design to the Park Board and discussed how it came about. The Park Board wanted to look at the site and review. Executive Director indicated he would get back to Mr. Lake soon.

V. APPROVAL OF THE CONSENT AGENDA

The following items are listed for consent agenda:

A. MINUTES – August 21, 2018

B. EXECUTIVE SESSION MINUTES – August 21, 2018

C. VOUCHER BILLS:

August 24, 2018 \$ 304,911.97

September 7, 2018 \$ 218,829.20

D. PAYROLL:

August 17, 2018 \$ 282,444.26

August 31, 2018 \$ 188,925.87

Commissioner Yates moved to approve the Consent Agenda as presented.

Commissioner Weber seconded the motion.

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

Absent: President Rosedale

Motion carried 4-0-1

VI. M-NASR REPORT:

Executive Director Miletic mentioned Liponi had its mini golf fundraiser; it was rained out later in the day.

VII. MONTHLY REPORTS

A. EXECUTIVE DIRECTOR:

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

- Presented information about the Park District's 100th anniversary, including logos and events.
- Discussed ideas about how to partner with District 62 and how important a strong partnership is.

Discussion: No comments.

B. PARKS AND GOLF DEPARTMENT & OPERATIONS

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

- Prairie Lakes cleaning contract will be coming next month for approval.
- Pump Motor at the Golf Center.
- West Park pour in place for the playground and Seminole playground will be done in October.

Discussion: Commissioner Grady asked about the Golf Center pond Journal article that was misleading, and about Bluett Park detention issues. Staff answered his questions.

C. BUSINESS DEPARTMENT

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

- Draft of the audit should be coming soon and might have annual audit ready to approve at special meeting in September.
- Fall Fest scheduling is going well, and Nicki is filling in where there is a need.
- Sean has been working on Golf Center Tee Up issues and other IT related items across the Park District.
- The women in the Business Department are really picking up the slack and did a great job for July.
- Bank accounts were consolidated and interest earned is much better.

Discussion: None

FINANCIAL REPORT

Superintendent of Business Barbara Barrera presented the monthly financial report.

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

Commissioner Grady seconded the motion.

Discussion: None

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

Absent: President Rosedale

Motion carried 4-0-1

D. RECREATION DEPARTMENT & OPERATIONS

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

- Summer Pools had its third audit and had Exceeds again; they are doing an amazing job.
- Camps were very successful.
- PDRMA review had 95% on its first go around for the recreation section. Should get some more points.
- Ice Cream social for ERC committee was well received by many.

Discussion: Commissioners asked a few questions and staff answered them.

VIII. UNFINISHED BUSINESS: PLCC Indoor Pool Project

Executive Director Miletic informed the Park Board about permitting processes for the pool and about the bids being prepared to go out to bid next week. We will have a Special Board Meeting on September 28, 2018 at 6 pm to accept the bids if they are favorable.

IX. NEW BUSINESS:

Agenda Item 9-A: Approval of Temporary Special Event Alcoholic Beverage Permit – Des Plaines Friends of the Parks

This permit was intended for September 29th and Lake Park for the annual glow golf event that raises about \$12,000 for scholarships.

Commissioner Grady made a motion to authorize a temporary special event alcoholic beverage permit for the Des Plaines Friends of the Parks for September 29, 2018 at Lake Park Golf Course and any rain out date if needed.

Second: Commissioner Yates

Discussion: None

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

Absent: President Rosedale

Motion carried 4-0-1

Agenda Item 9-B: Special Event Alcoholic Beverage Permit/Operation North Pole

This is for the annual fundraiser for the Acoustics for Cause benefit at the Administrative & Leisure Center.

A motion by Commissioner Weber to authorize Operation North Pole, Inc. to serve beer and wine at their October 13, 2018 fundraiser in the Administrative & Leisure Center.

Second: Commissioner Grady

Discussion: None

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

Absent: President Rosedale

Motion carried 4-0-1

Agenda Item 9-C: Well Pump & Motor Replacement Project

Staff presented the report in the Board Packet.

Commissioner Grady made a motion to approve the bid submitted for the Golf Center Well Pump & Motor Replacement project by Suez Advanced Solutions, Elburn, IL in the amount of \$25,427.

Second: Commissioner Weber

Discussion: Weber asked how long would the work take, Yates asked how deep the well is and Grady asked about the location of the pump. Paul Cathey answered the question.

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

Absent: President Rosedale

Motion carried 4-0-1

Agenda Item 9-D: Mountain View Adventure Center Pitching Machine Replacement Project
Staff presented their report in the Board Packet.

Commissioner Yates made a motion to approve the low bid from J&J Amusements Incorporated out of Salem, Oregon for the Mountain View Pitching Machine Replacement Project in the amount of \$37,042.

Second: Commissioner Weber.

Discussion: Grady asked why there are not more vendors, Haas asked about the budget related to this project, Weber asked about the roofing the system sits under. Corrie answered all their questions.

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

Absent: President Rosedale

Motion carried 4-0-1

X. CORRESPONDENCE:

Executive Director Miletic presented two: Des Plaines Public Library Thank You, and an email from a Summer Camp parent about how wonderfully the staff took care of her autistic child.

XI. COMMISSIONER COMMENTS:

Commissioner Weber: Looking forward to kids participating in tumbling, swimming classes coming to PLCC, Polar Express will be here soon too.

Commissioner Grady: Talked about Journal Article referencing pond, great job on pool audit, great professionalism of staff.

Commissioner Yates: Commented about the Well Project, the Pool Project and the great job staff is doing.

Commissioner Haas: Mentioned how detailed our staff is, gave example of light bulb out and staff fixing and cleaning it right away. Staff gets things done and pays attention to detail.

XII. EXECUTIVE SESSION

A motion to enter Executive Session was made by Commissioner Grady at 8:28 p.m., to consider matters related to Real Estate, Personnel, Litigation, Review of Closed Session Minutes, or the setting of a price for lease of property owned by the Des Plaines Park District.

Second: Commissioner Weber

All in favor: Ayes 4, Nays 0

Motion carried 4-0-1

XIII. RETURN TO OPEN SESSION

A motion to return to regular session by Commissioner Grady at 8:49 p.m.

Second: Commissioner Yates

All in favor: Ayes 4, Nays 0

All in Favor 4-0-1

13-A Approval of Position & Titles

Commissioner Grady made a motion to approve the position of Athletic & Facility Supervisor.

Second: Commissioner Yates

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

Absent: President Rosedale

Motion carried 4-0-1

XIV. ADJOURNMENT

A motion was made by Commissioner Weber to adjourn at 8:50 p.m.

Commissioner Grady seconded the motion.

Discussion: None

All in favor: Ayes 4, Nays 0

Motion carried 4-0-1

APPROVED _____

President

Secretary