

**DES PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
TUESDAY, JANUARY 15, 2019**

I. CALL TO ORDER/ROLL CALL

Commissioner Don Rosedale 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, Joe Weber, Bill Yates, and President Don Rosedale. In attendance were Executive Director, Don Miletic; Superintendent of Business, Barbara Barrera; Superintendent of Parks & Golf Operations, Paul Cathey; Superintendent of Recreation, Nick Troy; Assistant Supt. of Recreation, Jennifer Boys; Assistant Supt. of Golf/Building Operations, Brian Panek; HR & Risk Manager, Nicole McNulty; Marketing & Communications Manager, Gene Haring.

Guests: Kathy Vana, History Center Representative
Bill Christenson, Observer

II. CHANGES TO THE AGENDA: None

III. INTRODUCTIONS/PRESENTATIONS:

- A. History Center Update:** Kathy Vana presented all the wonderful programs that are coming up with the History Center.
- B. Senior Center Update:** Don Miletic updated the Park Board on items at the Senior Center.
- C. Des Plaines Friends of the Parks:** Paul Cathey presented information about the meeting that was held the day before. The Friends have conducted a STEM Program, have Board Elections coming, did inventory of supplies for Glow Golf, gave \$750 for PowerPlay Program, and might donate to the Park District Scholarship Fund.

IV. COMMENTS FROM THE COMMUNITY: None

V. APPROVAL OF THE CONSENT AGENDA

The following items are listed for consent agenda:

- A. MINUTES: December 18, 2018
- B. EXECUTIVE SESSION MINUTES: December 18, 2018
- C. VOUCHER BILLS:

December 14, 2018	\$ 284,246.96
December 28, 2018	\$ 184,219.92
- D. PAYROLL:

December 21, 2018	\$ 150,797.41
January 4, 2019	\$ 137,823.35

Commissioner Haas moved to approve the Consent Agenda as presented.

Seconded by Commissioner Grady.

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

Motion carried 5-0

VI. M-NASR REPORT: Executive Director Miletic indicated there will be a special meeting to address the hiring of Sue Bear's replacement.

VII. MONTHLY REPORTS

A. EXECUTIVE DIRECTOR:

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

- Spoke about the potential for a minimum wage increase coming and how staff are calculating the impact of an increase.
- The Park District decided not to pursue incorporating some of the SPARKS program next year. The timing and staffing was not the right time.
- Staff are working on a Bike Grant for Cumberland Terrace. Wharton Sinkler is involved in this and we are working with GeWalt Hamilton on a proposal and grant writing.
- At the Mayors, address there was talk about Big Bend having a park once the homes are all removed. This is not an option.
- Thanked staff for all their work on Distinguished Agency and Strategic Plan.

Discussion: Commissioner Haas asked if there was any news on Mike Lake and the monument. Executive Director informed the board there was none. Last meeting involved Mike walking out because we would not enter into an exclusive agreement. Have not heard anything.

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 work on the fire alarm panel upgrade at Prairie Lakes started.
- Dance Idol preparation is in full gear and staff have been doing a great job.
- Corrie presented his area of operations.
- Brian presented his area of operations.

Discussion: None.

C. BUSINESS DEPARTMENT

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

- Barb introduced Gosia and welcomed her to the team.
- Barb informed the Park Board of the work that is being done for the IT issues we had last month.
- Barb relayed all the great work staff are doing on budgets.

Discussion: None.

FINANCIAL REPORT

Superintendent of Business Barbara Barrera presented the monthly financial report.

Commissioner Weber moved to accept the Financial Report for January 2019, subject to audit and placing a copy on file.

Seconded by Commissioner Yates.

Discussion: None.

Roll call: Commissioner 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:

- Iroquois Intersession was held at Prairie Lakes in the past month.
- Jennifer presented her area of operations.

Discussion: None

VIII. UNFINISHED BUSINESS: Executive Director Miletic presented information about the Prairie Lakes Indoor Pool Spreadsheet which will part of the board packet each month. Paul will be point on construction for the project and we are trying to pin point a date for groundbreaking.

IX. NEW BUSINESS:

Agenda Item 9-A: Revisions to the Wage & Salary Administration Policy

Nicole McNulty, HR & Risk Manager presented her report and the minor changes to the policy. We need to review and approve this policy for Distinguished Agency.

Commissioner Grady moved that the Des Plaines Park Board of Commissioners approve the revisions to the 2019 Wage & Salary Adminstrion Policy as presented.

Seconded by Commissioner Weber.

Discussion: None.

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

Motion carried 5-0

Agenda Item 9-B: Revisions to Employee Handbook

Nicole McNulty, HR & Risk Manager presented changes to the employee Handbook and there were a few questions. It was decided by Executive Director to table this item and bring it back to the Park Board in February.

Agenda Item 9-C: Proposed Pool Pass Fee Increases for 2019

Nick Troy, Supt. of Recreation presented the pool fees for 2019 in his report.

Commissioner Weber moved to that the Park Board of Commissioners approve the 2019 Pool Pass Fees as proposed.

Seconded by Commissioner Grady.

Discussion: None.

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

Motion carried 5-0

X. CORRESPONDENCE:

A thank you from the Self Help Closet & Pantry.

XI. COMMISSIONER COMMENTS:

Commissioner Weber: Conference is coming and excited about getting some new ideas.

Commissioner Grady: Attended the New Year's Eve Party, loved it and kids had a great time.

Commissioner Yates: Staff have been doing wonderful and thanks for all the hard work.

Commissioner Haas: Spoke about the Community Backpack project. The amazing job by staff to clear the snow.

Commissioner Rosedale: Thanks for all the hard work and Izaak Walton is having a Big Run Wolf Ranch event on 1/19 from noon to 1:30.

XII. EXECUTIVE SESSION:

Commissioner Haas made a motion to go into executive session 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 at 8:35 p.m.

Seconded by Commissioner Grady.
All in favor 5-0
Motion carried 5-0

XIII. RETURN TO OPEN SESSION:

Commissioner Grady made a motion to close Executive Session and return to open session at 8:56 p.m.
Seconded by Commissioner Yates.
All in favor 5-0
Motion carried 5-0

XIV. ADJOURNMENT

Commissioner Grady made a motion to adjourn the Park Board Meeting at 8:56 p.m.
Seconded by Commissioner Yates.
All in favor 5-0
Motion carried 5-0

APPROVED _____

President

Secretary