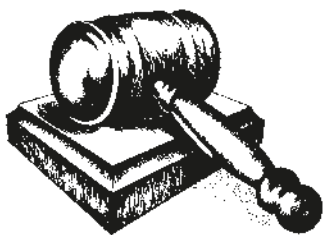


*Welcome*  
*to a meeting of the*  
Des Plaines  
Park District  
Board of  
Commissioners



---

DES PLAINES PARK DISTRICT

---

DAVID L. MARKWORTH BOARDROOM  
ADMINISTRATIVE & LEISURE CENTER  
2222 BIRCH STREET • DES PLAINES, IL 60018

---

## Welcome!

The Board of Commissioners of the Des Plaines Park District appreciates your interest in the operation of the Park District. All meetings of the Park Board, Committee of the Whole and other Board Committees are open to the public.

## Park District Status

The Des Plaines Park District was incorporated in January of 1919. It is a local government entity completely separate from any other governmental authority. The Park District has the power to levy taxes within its prescribed limits and possesses all of the powers of a public corporation.

## Board of Park Commissioners

The Park Board is a legal governing authority through which the business of the District is conducted. The Park Board consist of five commissioners who are elected by the residents of the District and serve a six year term without pay. Once the Park Board meeting has adjourned, all board members return to their roles as citizen and taxpayer. It is only the Park Board acting at a legally constituted meeting, which has the authority to establish or change policy, sign agreements or award contracts. The Park Board has appointed a professional staff to manage the operation of the District on a daily basis. Citizen complaints should be directed to the staff and only if the problem cannot be resolved at this point should the citizen approach the Park Board at a legally constituted meeting.



## Meetings

The Des Plaines Park District Board of Commissioners regularly meets once a month to conduct the business affairs of the District. These meetings are held on the third Tuesday of the month at the Board Meeting Room of the Administrative and Leisure Center, 2222 Birch Street. In addition to Board meetings, separate committee meetings may be scheduled to gather and receive information on committee meetings. To permit in-depth study of items without interfering with the necessary business of the time to time, special meetings of the Board may be called to discuss special or emergency issues. Notice of all meetings, regularly scheduled, special and committee, is in accordance with all provisions of The Illinois Open Meetings Act.

## Addressing the Board

The Park Board, in its regular or special meetings, is a deliberative body assembled to make decisions on new and pending matters affecting the District. The Park Board invites both oral and written communications from residents. To facilitate the conduct of the Park Board meetings, the following procedures will be followed:

1. Persons or organizations wishing to have items placed on the agenda should notify the Administrative office by letter or telephone, 847-391-5700, no later than the Wednesday prior to the Park Board meeting.
2. A section of each regular meeting of the Board is set aside for comments from the public.
3. At the meeting, each speaker will, when recognized by the President, identify himself by name and address.

4. Questions are to be directed to the entire Park Board. A question may be accepted and answered at a later meeting and, if so, the individual or organization posing the question will be notified of the date and time of the meeting.
5. The President may set a time limit for each speaker.
6. Park Board members may, by addressing the President, interrupt a presenter to obtain further information.
7. A Park Board meeting is not a forum for complaints against individual employees. Such matters are handled by sending a letter to the Executive Director, explaining the situation.
8. During the presentation and discussion of agenda items, the President will not recognize speakers in the audience unless additional information is desired.
9. Robert's Rules of Order, as amended by the Park Board, is the recognized parliamentary authority of all Park Board Meetings.



## The Role of the Staff at Meetings

Department heads and other Administrative staff regularly attend Board and Committee meetings to discuss agenda items with the Park Board. Other park district staff frequently attend the meetings to be of assistance when various topics are discussed.

## Major Park District Facilities

Administrative & Leisure Center

2222 Birch Street.....847-391-5700

Golf Center Des Plaines

353 N. River Road.....847-803-4653

Lake Park Golf Course & Marina

1015 Howard Avenue.....847-391-5730

Mountain View Adventure Center

515 E. Algonquin Road.....847-391-5733

Mystic Waters Aquatics Center *at Rand Park*

2025 Miner Street.....847-391-5740

Prairie Lakes Community Center

515 E. Thacker Street.....847-391-5711



## **Board of Commissioners**

Jana B. Haas, *President, 2019–2010*

William J. Yates, *Vice-President, 2019–2010*

James F. Grady, *Treasurer, 2019–2010*

Erin Doerr, *Commissioner*

Donald J. Rosedale, *Commissioner*

## **Board Secretary**

Donald J. Miletic

.....

## **Administrative Staff**

*Executive Director*

Donald J. Miletic

*Deputy Director*

Paul A. Cathey

*Superintendent of Business*

Barbara Barrera

*Superintendent of Parks & Planning*

Paul Guza

*Superintendent of Recreation*

Joseph Weber

.....

## **Attorneys**

Legal:

Andrew Paine,

Tressler LLP

Real Estate:

Gregory MacDonald,

Pluymert, MacDonald, Hargrove & Lee

