

**DES PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
TUESDAY, August 20, 2019**

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 7:02 p.m. Commissioners answering present to the roll call were, William Yates, James Grady, Don Rosedale and President Haas. In attendance were Executive Director, Don Miletic; Deputy Director, Paul Cathey; Superintendent of Parks & Planning, Paul Guza; Superintendent of Business, Barbara Barrera; Superintendent of Recreation, Joe Weber; Operations Analyst, Jeanette Berard; Assistant Superintendent of Recreation, Jennifer Boys; Business Manager; Gosia Telichowska, IT Manager Jacob Vilches; HR & Risk Manager Nicole McNulty; Aquatics and Youth Manager, Matt Harnett; Communications & Marketing, Gene Haring.

Guests: Kathy Vana, Brian Johnson, Emily Morrison, Ryan Panenka, Jen Serilla, Sauira Karanic, Laura Becker

A. Oath of Office

Executive Director Don Miletic swore in newly appointed Commissioner Erin Doerr and had her complete her Oath of Office .

I Erin Doerr, do solemnly swear or affirm that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of the Des Plaines Park District commissioner according to the best of my ability.

Erin Doerr was present during roll call at 7:06pm

II. CHANGES TO THE AGENDA: None

III. INTRODUCTIONS/PRESENTATIONS:

A. Certificate of Achievement – Warriors Swim Team Coaches:

Executive Director Miletic stated how great it was to hear the swim team will be moving to the next division the second year in a row. He is excited to have the program get bigger and better with the completion of the new indoor pool. He hopes all will want to become a lifeguard when they turn 15.

Aquatics and Youth Manager Matt Harnett stated that over the last 5 years the program has really grown and that was with much help from Head Coach Brian Johnson. They went from 12 swimmers in 2015 to now 56 swimmers in 2019. This team has been able to meet the needs of all swim levels and ages 6-17 years old. Matt Presented the Certificates of Achievement to the following:

- **Brian Johnson**, Head Swim Coach
- **Emily Morrison**, Assistant Swim Coach
- **Ryan Panenka**, Assistant Swim Coach
- **Lucy Okrasinski**, Special Assistant (not in attendance)
- **Dominique Modory**, Special Assistant (not in attendance)

Commissioner Doerr stated a first year Swim Team Mom Jen Serilla was present at the meeting and very much enjoyed the program and staff.

B. History Center: Kathy Vana informed the Park Board that the History Center had a successful picnic event despite being inside and the rain had about 40-45 people attend. They will be

working at Fall Fest September 13-15, in the colonial reenactment tent. Children can make corn husk dolls or practice writing with a feather pen.

- Hands of History for the school year for children ages 5-12 on September 4 & 8 from 1-3pm; topic will be Prairie Pioneers.
- Coffee Talk is scheduled for September 12 from 1:30-2:30pm; topic will be “Chicago: The First Hollywood”.
- Book Club is scheduled for September 18 at 6:00pm; book “Day the World Exploded”.

Commissioner Rosedale stated that they grounds look great at the History Center, Kathy Vana praised the volunteer efforts of Connie and Steve.

- C. Senior Center:** Executive Director Don Miletic informed the Park Board of the current state of the Senior Center finances, and the need to forward them the remaining \$12,000 payment early; this would complete the end of fiscal year payment until May 1, 2020. IDOT purchased \$45,000 of land at the corner of Northwest Highway and Mount Prospect Road. Unfortunately due to an unforeseen HVAC expense on all units that cost \$70,000-\$80,000 put them in a more difficult position with available cash. They currently in debt 1.6 million for the price of the Cumberland Property and the property is valued at roughly 2.7 million. The Senior Center was originally in Prairie Lakes and utilized about 10,000 square feet. At this time the park district programs are in all areas within that building and adding another 10,000 square feet would cost about 3 million.

Commissioner Grady asked how much did they Senior Center make on the sale of the out-lot. Executive Director said \$680,000 before closing costs, remodels to the space. The remaining about was used to pay down the 2 million dollar debt on the Cumberland Property, which again is now at 1.5 million.

- D. Des Plaines Friends of the Parks:** Deputy Director Paul Cathey informed the Park Board of the information listed on Agenda Item 3-C in addition to, this Saturday August 24 from 10:30a-12:00pm they will be having a Financial Aid Scholarship Park It! Event at Apache Park to encourage those who do not know about the scholarship program and/or park district programs to take advantage. Also asked everyone to sign up for Golf in the Dark or make a donation.

Commissioner Doerr asked how long does it take for someone to receive money after submitting an application. Deputy Director Cathy stated about 1-2 weeks for them to hear back yes or no. He also explained about the possibility of streamlining the scholarship process of both the Des Plaines Friends of the Park and the Des Plaines Park District, to make it easier for families to sign up and receive both scholarships. President Haas asked if we would be giving more money, Operations Analyst Jeanette Berard stated that the overall goal of the Dual Scholarship would be to provide more money to more families. The district is still working out the procedures and policies in order to make this plan user friendly to participants, staff and each organization.

IV. COMMENTS FROM THE COMMUNITY: None

V. APPROVAL OF THE CONSENT AGENDA

The following items are listed for consent agenda:

- A. MINUTES – July 30, 2019
- B. EXECUTIVE SESSION MINUTES – July 30, 2019
 - B.1 SPECIAL MEETING MINUTES– NONE
- C. VOUCHER BILLS:
 - June 25, 2019 \$1,474,203.90

August 9, 2019 \$256,977.58

D.PAYROLL:

July 19, 2019 \$307,971.79

July 5, 2019 \$315,471.19

Commissioner Yates moved to approve the Consent Agenda as presented
Seconded by Commissioner Grady.

Roll call: Commissioner Doerr, Aye; Grady, Aye; Rosedale, Aye; Yates, Aye; President Haas, Aye.
Motion carried 5-0.

VI. M-NASR REPORT: None

VII. MONTHLY REPORTS

A. EXECUTIVE DIRECTOR:

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

- The Des Plaines Park District was approved for \$152,700 IDNR Bicycle Path Grant to connect Cumberland Terrace and Des Plaines Manor over the Weller Creak with a Bridge.
- Completed site tours with Erin Doerr
- We were in the Daily Herald, about the addition of the Prairie Lakes Indoor Pool misprint should say 6 years not 9 years.
- Liquor Permits have been approved for the Glow Golf and Operation North Pole events; however Operation North Pole will no longer be holding their event at the Leisure Center. Honor Flight Chicago however is interested in acquiring a permit. Will the board approve them to fill out an application and can vote at the September Board Meeting.
- Looking to have the IMRF Book completed at the end of August
- Looking to complete another Community Needs Assessment after the completion of the pool.
- Continuing with Distinguished Agency Review items and these will be presented and the next few board meetings.
- Will be meeting with MWRD to discuss Lake Park Shoreline on August 30.
- Looking to outsource the Playbook to provide Gene additional time to do other things.
- Provided handouts on upcoming events, a thank you email from a Woodlawn Park Neighbor, a spreadsheet on the number of grants and amounts received in the last 15 years and a potential plan for an outdoor pool at Arndt Park, this would work in conjunction with applying for a PARC Grant in the next 6 months, if awarded would look to have the pool completed in 2023 or 2024.

Discussion: The Park Board did agree to work with Honor Flight if they wished to use the space for a fundraising opportunity.

B. DEPUTY DIRECTOR:

Deputy Director Paul Cathey reviewed items contained in his written report in addition to:

- Mountain View Pond Sediment Removal is out to bid.
- Exterior Stairs Replacement at the Golf Center is out to bid.
- Chippewa Tennis Court Renovations are delayed look to be completed by the end of the week.
- Prairie Lakes Gym Floor is being resurfaced, adding 2 new Des Plaines Park District Logos
- Prairie Lakes Showers are looking to be update
- Next week they will be making repairs to the following at Prairie Lakes and expect to have water and power shut off, and the interior parking lots closed

- Lake Park is up 130 golfers for this month.

Discussion: President Haas stated the paint and sip partnership has been wonderful loving all of the new ideas.

B.1 PARKS & PLANNING DEPARTMENT:

Superintendent Paul Guza reviewed items for Park and Planning contained in his written report, in addition to:

- August 30 bids are due for the Mountain View Pond Sediment Removal
- Will be removing trees at Mystic Waters due to them disrupting operations of systems, will be replacing the trees with a new species.
- Learning the Pool shut down procedures with Ed Kelley
- Looking into a recommended burn at Prairie Lakes in the spring.
- Rand Tot lot is being worked on
- Presented Centennial Parking sign proofs for those to park in the cold storage lot.

Discussion: None

B.2 RECREATION DEPARTMENT:

Superintendent of Recreation Joe Weber reviewed items contained in his written report, in addition to:

- The Fitness Center will be closed August 26, with an anticipated reopening after Labor Day.
- Working on ADA Transition Plan
- Staff completed Self Evaluations
- Recreation Department completed a Winter Spectrum Process meeting.
- Staff Holiday Party is schedule for December 14th
- Looking to add a Polish/English Preschool class at Prairie Lakes
- Lifeguards scored 100% on their audits this summer.
- Shared a brief overview of each Recreation Supervisor's reports.

Discussion: President Haas asked if we accepted the Blue Cross Blue Shield insurance discount for Fitness Center members. Superintendent Weber said he would look into this.

C. BUSINESS DEPARTMENT

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

- Looking to bring the Audit for Board approval in October, next year the goal will be September
- Attended a TIF district meeting at the City of Des Plaines
- Reviewed the Fund Balance and only changed staffing, looking to have the board president sign off.
- Looking at possible digital sign replacements as the current one is 9 years old and has been having many issues.
- IMRF meeting is scheduled for August 22

Discussion: None

FINANCIAL REPORT

Superintendent of Business Barbara Barrera presented the monthly financial report.

Commissioner Grady moved to accept the Financial Report for August 20, 2019 subject to audit and placing a copy on file.

Seconded by Commissioner Yates

Discussion: None

Roll call: Commissioner Doerr, Aye; Grady, Aye; Rosedale, Aye; Yates, Aye; President Haas, Aye.
Motion carried 5-0.

II. UNFINISHED BUSINESS: PLCC Indoor Pool

Executive Director Miletic stated

- The pool is moving forward and walls are going up very quickly.
- They needed to add a 3rd drain in the wellness pool due to IDPH requirement made in January, after bids and plans were approved by the board.
- Nicor is stating that we need a 4 inch gas line to be hooked to the new meter at the cost of \$48,000. Based on the information from the architect and construction manager we will not be purchasing that and will wait to see if the line current line will work with the new meter.

Superintendent Barrera reviewed Indoor Pool Project Costs Spreadsheet and balance.

Discussion: Commissioner Grady asked if we should put the 4 inch gas line now, if we have any plans for expanding the building. Executive Director Miletic said he would discuss with architect and construction manager. Commissioner Rosedale mentioned where he would look to expand, as this location is landlocked. Commissioner Grady stated we could go up or out into the field. Executive Director Miletic stated to go up would require the addition of an elevator. At this time patrons have asked about the elevator to the track however there is creative ways to make a track on the main level

III. NEW BUSINESS:

A. Agenda Item 9-A: Approval to Purchase 1355 Oakwood Avenue

Executive Director Miletic reviewed the information on his memo and stated that the Market Analysis provided shows the same amount that the district is willing to offer for the home.

Commissioner Rosedale made the motion **“I move the Park Board of Commissioners approve the purchase of 1355 Oakwood Avenue, Des Plaines Illinois PIN#09-20-211-016-0000 in the amount of \$220,000**

Seconded by Commissioner Grady

Discussion: President Haas asked when they would expect to close on this house. Executive Director Miletic started end of October and the we would look to use the property for cold storage with limited utilities until they can apply for another grant and knock the house down and turn it too additional green space. All Commissioners stated that the purchase of this property will be great for Centennial Park.

Roll call: Commissioner Doerr, Aye; Grady, Aye; Rosedale, Aye; Yates, Aye; President Haas, Aye.
Motion carried 5-0.

IV. CORRESPONDENCE:

- A. Bartlett Parks Foundation
- B. Messiah Lutheran Child Care Center
- C. Sue Bear Thank you
- D. Relay For Life Thank you

Discussion: President Haas shared an email from a Woodlawn Park neighbor who requested the need for cleaning and updates of broken equipment. She then followed up with another email that the next day park staff was out to fix and clean needed areas and she was pleased with quick response.

XI. COMMISSIONER COMMENTS:

Commissioner Doerr: Great first meeting. Feeling very supported and welcomed.

Commissioner Grady: Welcome Erin to the board. I like having a fresh face to the board. Appreciate all the work , this was a good summer. Thank you to the park district for sending a sweets package after the passing of my mother.

Commissioner Yates: Commissioner Grady I am sorry to hear about the loss of your mother. Nice to see so much interest for wanting to be on the board. Erin you did a wonderful job. This will be great going forward.

Commissioner Rosedale: Welcome Erin as the new commissioner

President Haas: Summer was great. The Park It, pools and gardens looked wonderful. Welcome Erin to the board. People always talk about the Park District being the best part about living in Des Plaines.

XII. EXECUTIVE SESSION:

None

XIII. RETURN TO OPEN SESSION:

None

XIV. ADJOURNMENT

Commissioner Yates made a motion to adjourn the Park Board Meeting at 8:30 p.m.

Seconded by Commissioner Rosedale.

All in favor 5-0.

Motion carried 5-0.

APPROVED _____

President

Secretary