

**DES PLAINES PARK DISTRICT  
REGULAR PARK BOARD MEETING MINUTES  
Tuesday September 17, 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 7:00 p.m. Commissioners answering present to the roll call were, William Yates, James Grady, Don Rosedale, Erin Doerr 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.

Guests: None

**II. CHANGES TO THE AGENDA:** None

**III. INTRODUCTIONS/PRESENTATIONS:**

**A. History Center:** None

**B. Senior Center:** None

**C. Des Plaines Friends of the Parks:** None

**IV. COMMENTS FROM THE COMMUNITY:** None

**V. APPROVAL OF THE CONSENT AGENDA**

The following items are listed for consent agenda:

A. MINUTES – August 20, 2019

B. EXECUTIVE SESSION MINUTES – August 20, 2019

B.1 SPECIAL MEETING MINUTES– NONE

C. VOUCHER BILLS:

August 23, 2019           \$1,062,874.84

September 6, 2019       \$ 342,324.73

D.PAYROLL:

August 16, 2019           \$ 287,960.09

August 30, 2019           \$ 193,401.21

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:

- Great Fall Fest, praised staff for a great job, had record breaking numbers for Saturday, and only had one incident, it was a preexisting health condition. We did have to cancel the Car Show due to the wet conditions on Sunday morning.
- Received an email from Chief Kushner about needing to look at other security options for Fall Fest as the police force does not have large numbers and suggested hiring a private company. They have stated they will not be providing support for the DASH 5K Race.
- Met with the Grant Administrator at Centennial Park and Lake Park, looking at a fast timeline with decisions made end of October beginning of November.
- Blue Fire will complete the Playbook for winter 2019 to provide Gene additional time to do other things.
- Lake Park Shoreline restoration will first require us to disconnect the existing release pipe that currently takes the water to an MWRD treatment plant and install a new pipe for \$500,000 for the water to go into the city's storm sewer.
- Working on a plan with the Blue Green Algae at Lake Opeka
- Included an Access Policy for non-employees; this was reviewed by the attorney.
- Impact Fees are anticipated to be \$286,000.00 from the Ellinwood Project.

Discussion: Commissioner Grady said the police response to Fall Fest was unacceptable, as this is one of the best shows put on for the people of Des Plaines and surrounding areas. Commissioner Grady wants to make sure the Alderman know about the response to Fall Fest. President Haas agreed that having the visual of the police there is needed. Commissioner Doerr asked if there is a timeline to determine the security plan with the city. Executive Director Miletic stated they would like to find a solution sooner rather than later.

### **B. DEPUTY DIRECTOR:**

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

- Thank you to staff for providing a great team effort at Fall Fest. Everyone was helping out where they were needed.
- Lake Opeka's Blue Green Algae was found in the entire lake, therefore we will be moving forward with treating the water and the first treatment was completed on 9/17/19. Aerators will be added to the lake to help put more oxygen back into the water. The will be retesting the water later this week.
- The Golf Center Des Plaines has also flooded, at this time we can still access the balls and the water is starting to go down.

Discussion: President Haas asked where the aerators are going. Deputy Director Cathey stated they will be put in by the marina and golf course, and will move throughout the lake. These may become permanent features in the future for the lake. Commissioner Rosedale asked if there is anything to do to help with run off or fertilizer. Deputy Director Cathey stated that they only fertilize one time a year with the granules. And they use liquid fertilizer to feed the plants which is absorbed right away. Commissioner Grady asked if we know what water is drained into the lake. Executive Director Miletic and Deputy Director Cathey stated they are looking to test the storm water run-off and map out the pipe ways leading into Lake Opeka.

### **B.1 PARKS & PLANNING DEPARTMENT:**

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

- First Fall Fest was very encouraging to see the respect between each department working. Learned a lot during the set up and the day of event.
- Will be completing a Fall Training Camp for the Park Department.
- Will be continuing the “Park It” clean up to about 7 more parks each year to help make sure they are clean and spruced up on a shorter timeline.
- Working on the Leisure Center Garden Walk
- Prairie Lakes Parking Lot is now complete for stage 1

Discussion: Commissioner Grady commented on the lighting in the Prairie Lakes Hallway. President Haas mentioned using Clean Up Give Back for volunteers at Fall Fest next year.

## **B.2 RECREATION DEPARTMENT:**

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

- Fall Fest amazing to see all the departments working together
- Prairie Lakes parking lot was not 100 % ready on the first day of opening, however staff worked together to make sure all patrons were able to find parking. This was a great way to meet all of the members.
- Adjustments for DASH 5K at Lake Park
- Working with the Chamber for Fall Fest, Winter Wonderland, Glow Golf Event- scheduled for 9/28
- Learning the process of affiliations and rentals for programs and fields.

Discussion: Commissioner Grady asked if we had heard of “paddle ball” or saw the courts at Glenview Park District. Superintendent Weber stated he would look into it. Commissioner Rosedale asked if he knew why the YMCA skate park was being taken down. Superintendent Weber stated he would look into it.

## **C. BUSINESS DEPARTMENT**

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

- The Audit will be available to the Park Board for public hearing and approval on October 15.
- Fall Fest had a lot of staff in carnival sales, beer tickets and thank you
- Helping Trisha with MNASR budget
- Worked on GATA input for grants with Don and Jeanette
- Continued on Distinguished Agency items
- Looking at server upgrades for this Fall/Winter or next Fall/Winter
- IMRF meeting on August 22 was very successful

Discussion: None

## **FINANCIAL REPORT**

Superintendent of Business Barbara Barrera presented the monthly financial report.

Commissioner Rosedale moved to accept the Financial Report for September 17, 2019 subject to audit and placing a copy on file.

Seconded by Commissioner Grady

Discussion: President Haas stated that they pool revenues looked like they were able to recover as the summer went on and the weather continued to be better. Superintendent Barrera stated the only pool that was not able to increase revenue was Chippewa Pool and that is believed to be due to the road construction at the circle.

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

### **IIIX. UNFINISHED BUSINESS: PLCC Indoor Pool**

Executive Director Miletic stated

- Received a letter from IDPH about a potential trip hazard within the wellness pool, looking to discuss with architect and construction manager.
- We will go forward with the Nicor 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 and the possibilities of future expansion of Prairie Lakes and predicted Polar Vortexes, this is the best plan to insure the building is running properly.

Superintendent Barrera reviewed Indoor Pool Project Costs Spreadsheet and balance.

Discussion: None

### **IX. NEW BUSINESS:**

#### **A. Agenda Item 9-A: Approval of 2019 ADA Compliance Plan**

Operations Analyst Jeanette Berard reviewed the information presented in the memo; a review and evaluation of services, programs and policies, with an overview of the ADA Transition Plan including completed items, work orders and larger construction projects.

Commissioner Grady made the motion **“I move the Park Board of Commissioners approve the 2019 ADA Compliance Plan, which includes a review of both the ADA Transition Plan and Self Evaluation.”**

Seconded by Commissioner Yates

Discussion: Commissioner Grady asked if the Non District Property was in reference to Iroquois. Operations Analyst Berard stated Iroquois Pool is the only Non-District Property on the plan.

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

#### **B. Agenda Item 9-B: Approval of Golf Center Des Plaines Golf Ball Bids**

Deputy Director Cathey reviewed the information in the memo.

Commissioner Doerr made the motion **“I move that the Park Board of Commissioners approve the purchase of range balls from Cleveland/Srixon in the amount of \$50,625 for white and yellow limited flight golf range balls for Year 1 and Year 2 and \$53,439.50 for Year 3 Option.”**

Seconded by Commissioner Rosedale.

Discussion: President Haas asked if we have had good service and are happy with this group. Deputy Director Cathey stated yes this is a quality ball that works well in our system and a fair price.

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

**C. Agenda Item 9-C: Approval of Bid for Mountain View Pond Sediment Removal**

Superintendent Guza reviewed the information in the memo and passed around a map for the location of the sediment removal and storage.

Commissioner Grady made the motion **“I move the Park Board of Commissioners to approve awarding a contract to Organic Sediment Removal Systems from Necedah, WI to provide services to remove pond sediment from the Mountain View Mine and Adventure Center pond in the amount of \$49,835.00.”**

Seconded by Commissioner Yates

Discussion: Commissioner Grady asked if the pond sediment removal would take place at the same time of the 7<sup>th</sup> hole repair. Superintendent Guza stated they are actively repairing the seventh hole and have patched numerous areas; however that should not interfere with normal operations. The sediment removal will be 1 day with limited sulfur smell while it is completed. Commissioner Rosedale the status of the other Prairie Lakes Ponds. Deputy Director Cathey stated those ponds are in need of cleaning as well, however the water intake of those are controlled by the City of Des Plaines.

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

**D. Agenda Item 9-D: Approval of Series 2019 General Obligation Bond Proposal**

Superintendent Barrera reviewed the information in the memo.

Commissioner Rosedale made the motion **“I move that the Board of Commissioners authorize staff to proceed with notification requirements and scheduling of a public hearing under the Bond Issue Notification Act (BINA) of the Board’s intent to issue up to \$1,350,000 in General Obligation Limited Tax Park Bonds, Series 2019. The BINA hearing to be held at 7:00pm on October 15, 2019.”**

Seconded by Commissioner Grady

Discussion: None

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

**E. Agenda Item 9-E: Approval of Intra-fund Transfer in Golf Center Fund, Resolution #19-01**

Superintendent Barrera reviewed the information in the memo.

Commissioner Grady made the motion **“I move that the Board of Commissioners approve Resolution No. 19-01, “A RESOLUTION APPROVING CERTAIN BUDGET AND**

**APPROPRIATION ORDINANCE INTRAFUND LINE ITEM TRANSFERS PURSUANT TO §4-4 OF THE PARK DISTRICT CODE.”**

Seconded by Commissioner Doerr

Discussion: President Haas stated they are moving the money from one line item to another inside of the same General Ledger Account, and this is a safety first measure.

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

**F. Agenda Item 9-F: Approval of Golf Center Stair Replacement Bid**

Deputy Director Cathey reviewed the information in the memo in addition to

- Attempts have been made over the last 10 years to fix the stairs in house
- The budget was aligned with the cost of completing one set of stairs each year.
- Based on the current state of the stairs, it is important to complete both as soon as possible
- Once approved he will contact Kovilic Construction to begin the process of the project.
- The stairs will be the same kind used at the big slides of Mystic Waters, which still look brand new.

Commissioner Grady made the motion **“I move the Park Board of Commissioners approve the bid submitted by Kovilic Construction, Franklin Park, IL for the Golf Center Stair Replacement Project in the base bid amount of \$239,000.00 and accept Alternate No. 3 for \$5,000.00 for a total contract amount of \$244,000.00.”**

Seconded by Commissioner Yates

Discussion: None

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

**X. CORRESPONDENCE:**

- A. Grady Family
- B. Maine Township
- C. Sisters of the Holy Family of Nazareth
- D. The Liponi Foundation for Special Recreation
- E. St. Phillip’s Episcopal Church
- F. Des Plaines Public Library
- G. Des Plaines Youth Commission

Discussion: None

**XI. COMMISSIONER COMMENTS:**

**Commissioner Doerr:** Learning a lot in this new role. At lot of improvements being made at Prairie Lakes. There is a lot that goes on behind the scenes

**Commissioner Grady:** Fall Fest was a super presentation. There seemed to be a lot more rides for the younger children. There were a lot of food trucks which provided more variety. Thank you !

**Commissioner Yates:** Heard great things about fall fest from neighbors. Lake Opeka is a great location for the event. Sad to hear about the car show, that brings in a big draw. Happy with the event and all of the donated time of staff.

**Commissioner Rosedale:** Good Job over the weekend. Izzak Walton will be holding a Raptor Event on 9/23 from 2-3pm for a donation of \$3.00

**President Haas:** Fall Fest was a great event. Next big event is Golf in the Dark, First Congregational Church of Des Plaines is named National Register of Historic Places sand will be holding tours on 10/13 at 11:00am. They will be hosting a Craft and Vendor on 9/21 from 9:00a-3:00pm.

**XII. EXECUTIVE SESSION:**

None

**XIII. RETURN TO OPEN SESSION:**

None

**XIV. ADJOURNMENT**

Commissioner Rosedale made a motion to adjourn the Park Board Meeting at 8:46p.

Seconded by Commissioner Grady.

All in favor 5-0.

Motion carried 5-0.

APPROVED \_\_\_\_\_

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary