

**DES PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
Tuesday October 15, 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, James Grady, Don Rosedale, Erin Doerr and President Haas. Commissioner William Yates was absent. In attendance were Executive Director, Don Miletic; Deputy Director, Paul Cathey; Superintendent of Business, Barbara Barrera; Superintendent of Recreation, Joe Weber; Operations Analyst, Jeanette Berard. Superintendent of Parks & Planning, Paul Guza was absent.

Guests: Nick Bava, Senior Manager Sikich LLP

OPEN PUBLIC HEARING

Commissioner Grady made a motion to Open BINA PUBLIC HEARING: 7:00 P.M.

The Bond Issue Notification Act requires the Des Plaines Park District to hold a public hearing to receive public comments on the proposal to sell bonds in an aggregate amount not to exceed \$1,350,000.

Seconded by Commissioner Rosedale

Discussion: None.

Roll call: Commissioner Doerr, Aye; Grady, Aye; Rosedale, Aye; President Haas, Aye.
Motion carried 4-0.

CLOSE PUBLIC HEARING

Commissioner Rosedale made a motion to Close the BINA PUBLIC HEARING

Seconded by Commissioner Grady

Discussion: None.

Roll call: Commissioner Doerr, Aye; Grady, Aye; Rosedale, Aye; President Haas, Aye.
Motion carried 4-0.

II. CHANGES TO THE AGENDA: None

III. INTRODUCTIONS/PRESENTATIONS:

- A. History Center:** None, President Haas thanked the History Center for their help with celebrating the 150th Anniversary of the First Congregational Church
- B. Senior Center:** None, Executive Director Miletic shared the Senior Center's monthly publication of events
- C. Des Plaines Friends of the Parks:** Deputy Director Cathey informed the Park Board of the information listed on Agenda Item 3-C. He also went into detail about the Golf in the Dark event and plans to hold the event on October 3, 2020 rain or shine. Commissioners Doerr, Grady and Haas were in attendance at the event and noted they enjoyed the tented area over the patio. Both Des Plaines Park District and Des Plaines Friends of the Parks staff are looking to have the patio tented next year, and if bad weather is scheduled walls will be added.

IV. COMMENTS FROM THE COMMUNITY: None

V. APPROVAL OF THE CONSENT AGENDA

The following items are listed for consent agenda:

- A. MINUTES – September 17, 2019
- B. EXECUTIVE SESSION MINUTES – NONE
- B.1 SPECIAL MEETING MINUTES– NONE
- C. VOUCHER BILLS:
 - September 20, 2019 \$1,453,917.09
 - October 4, 2019 \$ 432,888.12
- D.PAYROLL:
 - September 13, 2019 \$ 167,976.54
 - September 27, 2019 \$ 175,493.26

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

Roll call: Commissioner Doerr, Aye; Grady, Aye; Rosedale, Aye; President Haas, Aye.
Motion carried 4-0.

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:

- Continuing to work on Distinguished Agency, final review is schedule for October 22, 2019.
- Looking to hold a Public Forum for Arndt Park future planning on Monday October 28th at 6:30pm and Saturday November 9th at 1:00pm to gather feedback from the community on what they would like to see at Arndt Park. The Des Plaines Park District looks to go for a PARC grant to help fund the project.
- Lake Park Shoreline restoration will receive \$677,000 from State Senator Laura Murphy, the Des Plaines Park District has budgeted \$600,000 in capital improvements, still working with the City of Des Plaines and MWRD for additional funding for this project. Plans would also include a potential walking path around Lake Opeka, open during specific times and dates.

Discussion: None

B. DEPUTY DIRECTOR:

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

- Congratulations to Tyler Fuchs on his new position as the Athletics and Facilities Manager. He will continue you to help in both his new and past role until the position is filled.
- Lake Opeka’s Blue Green Algae has been treated and the past 3 tests show no bacteria. Aerators will be added to the retesting the water later this week. lake to help put more oxygen back into the water. The will be
- The Golf Center Des Plaines stairs are anticipated to be finished by December 2019.
- Sediment removal at the Mountain View pond was completed, they removed less than originally quoted therefore, additional pump time was leftover. The City of Des Plaines maintains the other

lakes at Prairie Lakes and they paid \$10,900 for the south pond to be partial cleaned with the remaining pump time.

- State Representative Mary Moylan visited Oakwood and provided certificates of achievement to all staff who contributed in the completion of Centennial Park.

Discussion: President Haas asked where the aerators will stay in the lake next year. Deputy Director Cathey stated no they just need to keep an eye on the lake in the future.

B.1 PARKS & PLANNING DEPARTMENT:

Superintendent Paul Guza was absent and Deputy Director Cathey reviewed items for Park and Planning contained in his written report, in addition to:

- Working with Donna Adam from the “Clean up, Give Back” organization who had 200 students at the Prairie Lakes Complex and West Park outdoor clean ups.
- Drinking fountain at Mohawk Park was installed and should be up and running in the near future. This will be located on the Good Avenue side of the playground.

Discussion: 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:

- Noted Event this month; Pickball Tournament at Chippewa Park, football and baseball leagues at Arndt Park, soccer games at Prairie Lakes, cross promotional mini sessions for Creative Corners Preschool classes
- Events coming up; District 62 Cross Country meet, may be held at Lake Opeka
- DP Poms is a new program and they have over 50 participants
- Excited for Tyler’s new position and the leadership he will bring to athletics
- Working on indoor pool budgets and programming plans
- Provided a quick update on each staff’s department

Discussion: President Haas and Commissioner Grady asked if we are looking to reach out to groups about programming time within the new pool. Superintendent Weber stated they have been and have some interest for day time space. President Haas noted the quick turnaround in adding Renew Active to our Fitness Center members and how well the last H2O night went with Cindy and Chris. Commissioner Doerr stated how great the Cindy’s PowerPlay! Program is, and that we should reevaluate the cost. President Haas mentioned the demographics of PowerPlay! and the Backpack program are very similar.

C. BUSINESS DEPARTMENT

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

- Completing the remaining legal fillings.
- Working to cross train in all areas of the Business Department
- Preparing for the Prairie Lakes Server replacement project and planning to upgrade software as well.

Discussion: None

FINANCIAL REPORT

Superintendent of Business Barbara Barrera presented the monthly financial report.

Commissioner Rosedale moved to accept the Financial Report for October 15, 2019 subject to audit and placing a copy on file.

Seconded by Commissioner Grady

Discussion: Commissioner Grady asked about the rates for the money market accounts. Superintendent Barrera stated that these are floating rates.

Roll call: Commissioner Doerr, Aye; Grady, Aye; Rosedale, Aye; President Haas, Aye.
Motion carried 4-0.

II. UNFINISHED BUSINESS: PLCC Indoor Pool

Executive Director Miletic stated

- There will be change order presented to paint the ceiling of the mechanical room to preserve the space from exposure to chemicals overtime. The cost should be around \$8,960.

Superintendent Barrera reviewed Indoor Pool Project Costs Spreadsheet and balance.

Discussion: None

III. NEW BUSINESS:

A. Agenda Item 9-A: Approval of FY 2018/2019 Audit

Nick Bava the Senior Manager from Sikich LLP reviewed the Comprehensive Financial Report and noted;

- GFOA Certificate of Achievement for Excellence in Financial Reporting for the 26th year in a row
- Sikich LLP provided a Clean Opinion of the Audit
- Des Plaines Park District is in a healthy funded status at 84% for pensions, there was a jump in percentages for the IMRF fund but the district has been able to maintain.
- Superintendent Barbara Barrera and team provided a detailed narrative and explanation of the audit

Nick Bava the Senior Manager from Sikich LLP reviewed the Audit Communication to the Board and noted;

- Page 2, Section 1.14 there was an accounting practice change
- There were no difficulties in acquiring information from the Business Department.
- There was only one audit adjustment and this was based on the timing of an invoice and the paying of a check. This was fixed with a journal entry.

Commissioner Grady made the motion **“I move that the Park Board of Commissioners approve the Comprehensive Annual Financial Report for Year-end April 30, 2019, as audited by Sikich LLP.”**

Seconded by Commissioner Rosedale

Discussion: Commissioner Grady asked for more clarification on how the discounted rate is formulated. Nick Bava and Superintendent Barrera provided this information regarding actuaries and retired employee health care insurance for the formulation of the blended rate

Roll call: Commissioner Doerr, Aye; Grady, Aye; Rosedale, Aye; President Haas, Aye.
Motion carried 4-0.

B. Agenda Item 9-B: Approval of Truth in Taxation Resolution

Superintendent Barrera reviewed the information in Agenda Item 9-B.

Commissioner Rosedale made the motion **“I move that the Park Board of Commissioners approve the 2019 Truth in Taxation Resolution.”**

Seconded by Commissioner Doerr

Discussion: None

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

Motion carried 4-0

X. CORRESPONDENCE:

A. Science & Arts Academy

B. Winfield Park District

C. Frisbie Senior Center

D. First Congregational Church of Des Plaines

Discussion: None

XI. COMMISSIONER COMMENTS:

Commissioner Doerr: Very Busy! Wanted to provide shout outs to staff: Joe and Chris for the District 62 tournament. Cindy and staff at the Youth Commission event at Maine West. Looking forward to Halloween Fest at Prairie Lakes put on by the Youth Commission. Appreciate the Des Plaines Park District marketing other organizations like Izaak Walton.

Commissioner Grady: Great job to the staff. Wanted to check on the playground status of Cumberland Terrace from the community blog. When redoing parks posting large signage to give neighbors more information on what is happening. This way they know it is not being taken away but rather being updated with new equipment.

Commissioner Yates: Absent

Commissioner Rosedale: Izaak Walton Boo in the Woods was successful but had to be moved inside.

President Haas: Attended great sessions at the NRPA Conference in Baltimore;

- Chicago Park District on serving lunches throughout summer camp, this is a federally funded program.
- Dog Parks in your community
- Park District's running their own food trucks
- Musical instruments in the parks
- Alternative Aquatic Programming for indoor pools

XII. EXECUTIVE SESSION:

Commissioner Grady 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 8:37 p.m.

Seconded by Commissioner Doerr
All in favor 4-0.
Motion carried 4-0.

XIII. RETURN TO OPEN SESSION:

Commissioner Rosedale made a motion to close Executive Session and return to open session at 9:36p.m.

Seconded by Commissioner Doerr
All in favor 4-0.
Motion carried 4-0.

13. Agenda Item 13 – A Approval of Items in Executive Session

Executive Director Miletic discussed compensation increases for two individual employees and recommended increase in salaries.

A motion was made by Commissioner Grady to approve the increases discussed in Executive Session and a second by Commissioner Doer.

Roll call: Commissioner Doerr, Aye; Grady, Aye; Rosedale, Aye; President Haas, Aye.
Absent Commissioner Yates
Motion carried 4-0

XIV. ADJOURNMENT

Commissioner Grady made a motion to adjourn the Park Board Meeting at 9:38p.m.

Seconded by Commissioner Rosedale
All in favor 4-0.
Motion carried 4-0.

APPROVED _____

President

Secretary