

**DES PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
Tuesday June 15, 2021**

I. CALL TO ORDER/ROLL CALL

President Donald Rosedale called the Regular Meeting of the Board of Commissioners of the Des Plaines Park District to order at 6:00 p.m. Commissioners answering present to the roll call in person were, Erin Doerr, Jana Haas. Commissioners answering present to the roll call electronically was, James Grady. In attendance was Executive Director Donald Miletic. In attendance at 7:02 pm were Deputy Director, Paul Cathey; Superintendent of Revenue Facilities, Brian Panek; Superintendent of Business, Barbara Barrera; Superintendent of Recreation, Joseph Weber; and Project Manager, Jeanette Berard. Not in attendance Superintendent of Revenue Facilities, Brian Panek and Superintendent of Parks & Planning, Paul Guza

Guests: Jennifer Nutley, Gloria Ludwig

A. 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 6:00 p.m.

Seconded by Commissioner Doerr

All in Favor, Opposed

Ayes: 4, Nays: 0

Motion carried 4-0-0

B. RETURN TO OPEN SESSION:

Commissioner Doerr made a motion to close Executive Session and return to open session at 7:00 p.m.

Seconded by Commissioner Haas

All in Favor, Opposed

Ayes: 4, Nays: 0

Motion carried 4-0-0

II. CHANGES TO THE AGENDA:

Commissioner Haas made a motion to move Agenda Items 8-B, 9-A, 9-B, 13-A & 13-A.1 before Agenda Item 3: Introductions/ Presentations

Seconded by Commissioner Doerr.

All in Favor, Opposed

Ayes: 4, Nays: 0

Motion carried 4-0-0

III. INTRODUCTIONS/PRESENTATIONS:

A. History Center: Executive Director Miletic reviewed the information in Agenda 3 - A

- Attended the annual meeting with 39 members at West Park.

B. Senior Center: Deputy Director Paul Cathey reviewed the information in Agenda 3 - B

- Senior Center is becoming busier with openings.
- Last vaccine event will be held on June 13, for the second dose for the 12-15 year olds.

- Feed My Sheep will move to the Senior Center on July 1.
- Looking at ways to better that Car Show for the coming years, including more sponsors and registrations.

C. Des Plaines Friends of the Parks: Project Manager Jeanette Berard and Superintendent Joseph Weber reviewed the information in Agenda 3 – C.

- Friends will be supporting the Jr. Warriors Basketball Program with scholarships and overall price reduction for each eligible player.
- Reviewed Golf in the Dark information.

Discussion: None

IV. COMMENTS FROM THE COMMUNITY: None

If you have comments for the community, you can send them to Jeanette.Berard@DPParks.org, or call in at 7:00pm at 847-390-4910

V. APPROVAL OF THE CONSENT AGENDA

The following items are listed for consent agenda:

- A. MINUTES –May 18, 2021
- B. EXECUTIVE SESSION MINUTES–None
 - B.1 SPECIAL MEETING MINUTES –None
- C. VOUCHER BILLS:

May 14, 2021	\$1,694,276.08
May 28, 2021	\$ 152,819.34
- D. PAYROLL:

May 21, 2021	\$187,029.73
June 4, 2021	\$199,969.08

Commissioner Haas moved to accept the Consent Agenda.

Seconded by Commissioner Doerr

Discussion: None

**Roll call: Commissioner Doerr, Aye; Grady, Absent; Haas, Aye; President Rosedale, Aye .
Motion carried 3-0-1.**

VI. M-NASR REPORT: Executive Director Miletic stated the next board meeting is on June 22.

- The Liponi Mini Golf Event is scheduled for August 11.

Discussion: None

VII. MONTHLY REPORTS

A. EXECUTIVE DIRECTOR:

Executive Director Donald Miletic reviewed the items in Agenda 7 – A including;

- There is a lot going on in the district. It is a very hot and challenging summer so far, especially as we have just hit Phase 5 for guidelines.
- All four pools are currently open. Thanks to the Aquatics staff they are doing a great job. There has been a lot happening at Mystic Waters including police being called for fighting. We are seeing in the news more of this, specifically at large event spaces like Six Flags.

- Barb and staff have been working on the Budget and CIP for the next fiscal year.
- Working on the \$631,000 grant for Lake Park Shoreline and hope to apply for the \$2,000,000 grant within this year.
- The sale of 630 Greenview continues to be delayed with the FHA loan.

Discussion: None

A.1 REVENUE FACILITIES

Executive Director Donald Miletic reviewed the items in Agenda Item 7-A.1 including;

- Great month at the Golf Facilities in terms of revenue and participants.
- Footgolf has seen a great increase from past years, lots of action on the course.
- Building Services are working on the renovations at Lakeview Center Basement, completed a lot of cleaning and painting. Along with preparation for office space and rentals.
- Club Casa is doing very well, they are finding some staffing shortages like the rest of us.

Discussion: Commissioner Haas asked if the golf commercial was out yet. Executive Director Miletic stated he would let her know.

B. DEPUTY DIRECTOR:

Deputy Director Paul Cathey reviewed the items in Agenda Item 7-B including;

- Prairie Lakes Parking Lot Renovations are coming to a close.
- Staff are working very hard in the parks with the hot weather, no rain, weeds and less staff.
- There is a lot going on in and outside of Lakeview Center , staff are very busy.

Discussion: Commissioner Haas asked about the 1340 Oakwood House Removal. Executive Director Miletic stated there was a delay with the City but it should be coming down shortly Commissioner Doerr asked about the sediment removal at Prairie Lakes. Deputy Director Cathey stated they plan to open the bag up to air out the moisture content more and plan to disperse at a number of locations across the district very soon.

B.1 PARKS & PLANNING DEPARTMENT:

Deputy Director Paul Cathey reviewed the items in Agenda Item 7-B.1 including;

- Staff are working hard on watering and weeding and caring for all of the parks.
- The house removal is planned for the next week or two.
- Significant amount of work completed at Mystic Waters with plantings and overall maintenance.
- Hired Liz Vogel for a fulltime Landscape 1/ Horticulturist and reorganized the position to keep her on, she is doing a great job with the plantings across the district.

Discussion: Commissioner Haas asked about the usage of the Greenhouse. It was noted this space is still being updated but can and has been utilized for preschool and special event programming.

B.2 RECREATION DEPARTMENT:

Superintendent of Recreation Joseph Weber reviewed the items in Agenda Item 7-B.2 including;

- A lot is happening in all departments, thank you to everyone!
- We had a great response to the strength room opening, thanks to all staff for helping.
- Michael Gul has joined the Recreation Department as the Assistant Recreation Supervisor, currently helping Elizabeth with summer day camps.
- Chippewa and Iroquois Pools are doing a great job running themselves, staff are focused on the running of Mystic Waters as it has been challenging but fruitful this summer.

- We continue to increase in numbers across the department, summer, rentals, leagues, teams, programs and the theater.
- The Recreation, Marketing and Business department are finalizing Fall Spectrum / Playbook.
- We will be taking over the Jr. Warriors feeder basketball programs and providing scholarship opportunities with Friends of the Parks.

Discussion: Commissioner Haas asked about the cash admission fees at Iroquois Pool and if this deters user entry. Superintendent Barrera state that the pool is very pass user heavy and sees limited entry fee transactions. In addition, the building cannot support the needed internet to run a credit card processing system.

C. BUSINESS DEPARTMENT

Superintendent Barbara Barrera reviewed the items in Agenda Item 7-C including:

- Continue to work on legal items with July hosting both auditors on site and the approval of final budget and appropriations.
- Working with the seasonal operations of all facilities
- Working on adding access control throughout the Prairie Lakes Fitness Center, Strength Room and Locker Rooms.
- Nicole McNulty accepted her role as the Assistant Superintendent of Business and is currently learning the operations of the new role.
- Spectrum entry went very well for the first time with the new positions.
- Working through issues with TEEUP at the Golf Center. The changes in switches seemed to have helped with the server issues.

Discussion: None

FINANCIAL REPORT

Superintendent Barbara Barrera presented the monthly financial report.

Commissioner Haas **moved to accept the Financial Report for June 15, 2021 subject to audit and placing a copy on file.**

Seconded by Commissioner Doerr

Discussion: Commissioner Haas asked if the second property tax installment deadline being extended. Superintendent Barrera stated she had not heard of anything at this time.

Roll call: Commissioner Doerr, Aye; Grady, Absent; Haas, Aye; President Rosedale, Aye . Motion carried 3-0-1.

IX. UNFINISHED BUSINESS:

A. Prairie Lakes Aquatic Center

Superintendent Barbara Barrera reviewed the Indoor Pool Project Costs Spreadsheet.

- This report is the final and shows the close out of the indoor pool and all associated costs. The project came in under budget \$114,000 under budget.

B. Agenda Item: 8 – B: Approval of the Park Board Policy & Ordinance Manual #21-03

Executive Director Miletic reviewed the updated information including updates to Administrative Policy & Procedures #B-104 Alcoholic Beverage Sales to show operation plans for the updates in Section 8.03 for sales at Mountain View, Live at the Lake and Lakeview Center.

Commissioner Haas made the motion **“I move the Des Plaines Park District Board of Commissioners approve the Park Board Policy & Ordinance Manual- Ordinance #21-03.”**

Seconded by Commissioner Haas.

Discussion: Commissioner Doerr noted no open bar in the #B-104 policy. Executive Director Miletic stated that will be taken out of the policy. Commissioner Haas stated she was happy to have the expanded policy to reference. She also noted she attended an outdoor concert event at the Wheeling Park District and if we can follow a similar model it will be a great success at Live at the Lake.

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

IX. NEW BUSINESS:

A. Action Item 9 - A: Approval of Name Selection of Cumberland Terrace Bridge as Yates Crossing
Executive Director Don Miletic Reviewed the information in Agenda Item 9 – A.

Commissioner Doerr made the motion **“I move the Park Board of Commissioners approve the name selection of Cumberland Terrace Bridge as Yates Crossing.”**

Seconded by Commissioner Haas.

Discussion: Commissioner Haas note that the newly installed bridge is beautiful.

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

B. Action Item 9 - B: Approval of Name Selection of Good Shepherd Lutheran Church as Lakeview Center

Executive Director Don Miletic Reviewed the information in Agenda Item 9 – B.

- An in house survey was completed with all all suggested names.
- Lakeview Center was the overall winner
- The large cross was removed and will be sent the Lutheran Church is Schaumburg

Commissioner Doerr made the motion **“I move the Park Board of Commissioners approve the name selection of Good Shepherd Lutheran Church as Lakeview Center.”**

Seconded by Commissioner Haas.

Discussion: Commissioner Doerr noted we will make Lakeview Center our own.

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

X. CORRESPONDENCE: None

XI. COMMISSIONER COMMENTS:

Commissioner Doerr: Summer is underway and the long lines are a testament of our pools. Liked the presentation for Memorial Day, love supporting the community groups. Let's see what happens the rest of this month.

Commissioner Grady: NA

Commissioner Haas: Received a great email for the splash pad. Reviewed the Wheeling Park District Concert information packet. Hoping everyone gets a day or two off with the weather. Cannot say enough about our staff.

President Rosedale: Staff have been doing a tremendous job, specifically with the pools. We have a lot going on from leaking pools to dry grass.

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 8:01 p.m.

Seconded by Commissioner Doerr.

All in Favor, Opposed

Ayes: 3, Nays: 0

Motion Carried: 3-0-1

XIII. RETURN TO OPEN SESSION:

Commissioner Doerr made a motion to close Executive Session and return to open session at 9:16 pm

Seconded by Commissioner Haas.

All in Favor, Opposed

Ayes: 3, Nays: 0

Motion Carried: 4-0-0

A. Agenda Item 13 – A: Approval of Release of Executive Session Minutes

Commissioner Doerr made the motion **“I move the Park Board of Commissioners approve the Release of Executive Session Minutes.”**

Seconded by Commissioner Haas.

Discussion: None

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

Motion carried 4-0-0

A.1 Agenda Item 13 – A.1: Approval of Destruction of Executive Session Minutes

Commissioner Haas made the motion **“I move the Park Board of Commissioners approve the Destruction of Executive Session Minutes.”**

Seconded by Commissioner Doerr.

Discussion: None

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

Motion carried 4-0-0.

B. Agenda Item 13 – B: Approval of Items Discussed in Executive Session

Commissioner Haas made the motion **“I move the Park Board of Commissioners approve the items discussed in executive session”**

Seconded by Commissioner Doerr

Discussion: None

**Roll call: Commissioner Doerr, Aye; Grady, Absent; Haas, Aye; President Rosedale, Aye .
Motion carried 3-0-1.**

XIV. ADJOURNMENT

Commissioner Haas made a motion to adjourn the Park Board Meeting at 9:17p.m.

Seconded by Commissioner Doerr

All in Favor, Opposed

Ayes: 3, Nays: 0

Motion Carried: 3-0-1

APPROVED _____

President

Secretary