

**DES PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
Tuesday July 20, 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 5:21 p.m. Commissioners answering present to the roll call in person were, Erin Doerr, James Grady and Jana Haas. In attendance was Executive Director Donald Miletic. In attendance at 7:07 pm were Deputy Director, Paul Cathey; Superintendent of Revenue Facilities, Brian Panek; Superintendent of Business, Barbara Barrera; Superintendent of Recreation, Joseph Weber; Superintendent of Revenue Facilities, Brian Panek and Superintendent of Parks & Planning, Paul Guza and Project Manager, Jeanette Berard.

Guests: Jennifer Nutley, Gloria Ludwig, Eli Williams, Dave Bateman, Darren Brown and Stan Zimmerman

A. EXECUTIVE SESSION:

Commissioner Doerr 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 5:23 p.m.

Seconded by Commissioner Haas

All in Favor, Opposed

Ayes: 4, Nays: 0

Motion carried 4-0-0

B. RETURN TO OPEN SESSION:

Commissioner Haas made a motion to close Executive Session and return to open session at 7:07 p.m.

Seconded by Commissioner Grady

All in Favor, Opposed

Ayes: 4, Nays: 0

Motion carried 4-0-0

C. OPEN PUBLIC HEARING

Budget and Appropriation Ordinance #21-04

President Rosedale asked for a motion and second to Open the Public Hearing on Budget and Appropriation Ordinance #21-04

Motion by Commissioner Haas

Second by Commissioner Doerr

Discussion: None

All in Favor, Opposed

Ayes: 4 Nays: 0

Executive Director Miletic stated as required by state statute and the Park District Code, the Des Plaines Park District is required to adopt an Annual Budget and Appropriation Ordinance within the first quarter of each fiscal year starting on May 1 and ending on April 30. This ordinance authorizes

the Des Plaines Park District to appropriate such sum or sums of money as may be deemed necessary to defray all necessary expenses and liabilities incurred by the Des Plaines Park District.

Executive Director Miletic stated the Budget and Appropriation was prepared and passed in Tentative Form as Ordinance #21-02 on April 20, 2021 and was available for public inspection from April 20, 2021 through July 20, 2021. The Public Hearing notice was published in the Des Plaines Journal and Topics Newspaper within the required timelines.

Executive Director Miletic read the budget summary:

Cash on Hand at May 1, 2021	\$19,289,617
Estimated Cash to be received from all sources through April 30, 2022	\$19,919,713
Estimated Expenditures through April 30, 2022	\$20,611,625
Projected Cash on Hand at April 30, 2022	\$17,597,705
Estimated amount of Real Estate Taxes to be received through April 30, 2022	\$8,540,922

President Rosedale asked is there anyone in the audience who wishes to present testimony or ask questions in regard to the Des Plaines Park District Annual Budget and Appropriation Ordinance #21-04

President Rosedale stated Official Board action on the Budget and Appropriation Ordinance #21-04 is scheduled under New Business as Item 9-A.

President Rosedale asked for a motion and second to close the Public Hearing on Budget and Appropriation Ordinance #21-04.

Motion by Commissioner Grady

Second by Commissioner Haas

Discussion: None

All in Favor, Opposed

Ayes: 4 Nays: 0

II. CHANGES TO THE AGENDA:

Commissioner Haas made a motion to move Agenda Item 4-A Comments from the Community before Agenda Item 3: Introductions/ Presentations
Seconded by Commissioner Grady.

III. All in Favor, Opposed

IV. Ayes: 4, Nays: 0

V. Motion carried 4-0-0

VI. INTRODUCTIONS/PRESENTATIONS:

- A. History Center: Executive Director Miletic reviewed the information in Agenda 3 - A**
 - History Center staff were awarded a well-deserved salary increase for all of the hard work.
- B. Senior Center: Deputy Director Paul Cathey reviewed the information in Agenda 3 - B**
 - Trivia Night is scheduled for September 18, 2021
 - Feed My Sheep will move to the Senior Center on July 1 and brought more items the following week, should be good moving forward.
- C. Des Plaines Friends of the Parks: Project Manager Jeanette Berard and Superintendent Joseph Weber reviewed the information in Agenda 3 – C.**
 - Reviewed Golf in the Dark information.

Discussion: Commissioner Grady asked if the park district tracks scholarship usage. Project Manager Berard stated that we track all scholarship funding and redemption. Commissioner Doerr asked about the current openings on the board.

VII. 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

Stan Zimmerman, a resident of Des Plaines, presented to the Park Board about the current environmental issues across the world and the impact they are having on our communities. He also provided ideas for what the park district can do to help with conservation and habitat restoration. Staff will be following up with Mr. Zimmerman to discuss further the issues and provide him details on our current practices.

VIII. APPROVAL OF THE CONSENT AGENDA

The following items are listed for consent agenda:

- A. MINUTES –June 15, 2021
- B. EXECUTIVE SESSION MINUTES–June 15, 2021
 - B.1 SPECIAL MEETING MINUTES –None
- C. VOUCHER BILLS:

June 11, 2021	\$491,713.14
June 25, 2021	\$324,502.47
- D. PAYROLL:

June 18, 2021	\$279,976.99
July 2, 2021	\$336,210.29
July 9, 2021	\$ 286.00

Commissioner Doerr moved to accept the Consent Agenda.

Seconded by Commissioner Grady

Discussion: None

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

IX. M-NASR REPORT: Executive Director Miletic stated Superintendent Weber is working with MNASR on programming and program support.

Discussion: None

X. MONTHLY REPORTS

A. EXECUTIVE DIRECTOR:

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

- Staff is doing a wonderful job, especially during the busy summer. Pools, Camps and Parks!
- Bluett Park Park it will be on July 29.
- In Lakeview Center staff are working hard and will be giving tours of the updates soon.
- Alderman Brookman will be hosting a 5th ward meeting in the church on July 27.
- We have been filling for grant reimbursement or new project approval.
- Restaurant potentially coming to Lakeview Center is out in the community.
- Summer Garden Ball will be held on July 30.
- American Legion will be held on August 7.
- We will be hosting a public forum on August 5 for Leisure Center Playground.

Discussion: None

A.1 REVENUE FACILITIES

Superintendent of Revenue Facilities Brian Panek reviewed the items in Agenda Item 7-A.1 including;

- Golf Operations are doing great and have not lost any ground this summer, the past weekend we saw \$50,000 in revenue across the 3 facilities.
- Installed a new portable sign on the Algonquin to help market all of the amenities at Mountain View.
- The Golf Center commercial is running now on the Golf Channel.
- Live at the Lake continues to grow and be successful, we received the liquor permit for the Pavilion Series.
- Upcoming Outings; Self Help Pantry Mini Golf August 7, Chamber Golf Outing September 14

Discussion: None

B. DEPUTY DIRECTOR:

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

- Currently working on several projects, many of which will be presented tonight.
- Looking at the lighting at Chippewa Tennis Courts with an Engineer. Should have a plan in the fall.
- There is a lot going on in the Parks & Planning Department along with a staffing shortage.
- All Departments have been working very well together and making a great effort for this summer.

Discussion: Commissioner Haas asked about the status of the new pool and required updates during the closing. Deputy Director Cathey stated there is both a moisture issue and bench deterioration in the Wellness Pool along with a chloride loop reinstallation required. All is covered under warranty

B.1 PARKS & PLANNING DEPARTMENT:

Superintendent of Parks & Planning Paul Guza reviewed the items in Agenda Item 7-B.1 including;

- As we entered July staff are in the groove when it comes to turf, trash and park maintenance.
- 1340 Oakwood is down and we are preparing the site for seeding.
- Passed the underground storage evaluation at Lake Park.
- Staff are working very hard at Lakeview Center
- Pool season and maintenance continues
- Will continue with top dressing, seeding and turf maintenance for athletic field restoration.

Discussion: Commissioner Haas asked about the Girl Scout Project. Superintendent Guza stated they are working together on habitat restoration, interpretive signage and micro filament (fishing line) disposal at the Prairie Lakes Ponds.

B.2 RECREATION DEPARTMENT:

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

- Closing of the Prairie Lakes Fitness Center will take place from August 23- August 27. Closing of the Prairie Lakes Aquatic Center will take place from August 23- September 6. At this time our members will be able to use the Mt. Prospect Park District's RecPlex pool and fitness center.
- Looking to host the Trunk or Treat Event at Mountain View again.
- Camps are doing great and are almost at full capacity
- Staff have received Way 2 Go's for a rescue at Mystic Waters, great job by the team!
- Live at the Lake has been going great, team effort with Brian.
- Looking at how to utilize rooms at Lakeview Center this fall.

Discussion: Commissioner Grady asked why the Fitness Center would be shutting down. Superintendent Weber stated for the yearly deep clean of the facility.

C. BUSINESS DEPARTMENT

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

- Auditors were out onsite, expecting a draft of the report and presenting in September
- Working on budget across all departments
- Jacob has been working on an IT plan for Lakeview Center
- The Business Department has been very busy as they adjust to work flow and high volumes of programming.

Discussion: None

FINANCIAL REPORT

Superintendent Barbara Barrera presented the monthly financial report.

Commissioner Haas **moved to accept the Financial Report for July 20, 2021 subject to audit and placing a copy on file.**

Seconded by Commissioner Grady

Discussion: None.

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

II. UNFINISHED BUSINESS:

A. None

IX. NEW BUSINESS:

A. Action Item 9 - A: Approval of 2021/2022 Budget and Appropriation Ordinance #21-04

Superintendent Barbara Barrera reviewed the information in Agenda Item 9 – A, and noted a few minor changes from the tentative budget. Corporate Fund Transfer to Capital Fund, Addition of Lady Warriors Program and Increase to Day Camps in Recreation Fund, Decrease in IMRF Fund. All Funds are showing a positive status over 35%. Additionally we are making planned reductions in the Capital Fund, to allow for construction of Lakeview Center along with other required updates throughout the district. Executive Director Miletic noted that all staff did a great job in preparing for the budget and making sure each detailed was accounted for over the last 6 months.

Commissioner Hass made the motion **“I move that the Board of Commissioners approve Ordinance 21-04, “AN ORDINANCE ADOPTING A BUDGET AND APPROPRIATION OF SUCH SUMS OF MONEY AS MAY BE DEEMED NECESSARY TO DEFRAY ALL NECESSARY EXPENSES AND LIABILITIES FOR THE GENERAL CORPORATE FUND PURPOSES, FOR THE RECREATION FUND, FOR THE AUDIT FUND, FOR THE TORT IMMUNITY FUND, FOR THE SPECIAL RECREATION FUND, FOR THE ILLINOIS MUNICIPAL RETIREMENT FUND, FOR THE SOCIAL SECURITY FUND, FOR THE MUSEUM FUND, FOR THE DEBT SERVICE FUND, FOR THE CAPITAL IMPROVEMENT FUND, FOR THE MYSTIC WATERS AQUATIC FUND, FOR THE LAKE PARK FUND, FOR THE ADVENTURE GOLF FUND, FOR THE GOLF CENTER DES PLAINES FUND, OF THE DES PLAINES PARK DISTRICT, COOK COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING MAY 1, 2021 AND ENDING APRIL 30, 2022.”**

Seconded by Commissioner Haas.

Discussion: None

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

Commissioner Hass made the motion **“I move that the Board of Commissioners approve the Capital Improvement Plan for Fiscal Year 2021/22 through Fiscal Year 2025/26.”**

Seconded by Commissioner Grady

Discussion: Commissioner Haas if Lakeview Center would be an Enterprise Fund. Executive Director Miletic stated it would not be an enterprise fund and would be more similarly related to Prairie Lakes Community Center. Hoping to start to rent the facility in September.

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

B. Action Item 9 - B: Approval of Lakeview Center Window & Door Replacement Project Bids

Deputy Director Paul Cathey reviewed the information in Agenda Item 9 – B.

Commissioner Grady made the motion **“I move the Park Board of Commissioners approve the bid of Northern Glass, Elk Grove Village in the amount of \$142,967.00, less line items #1 & #2 AND ADD line item #7 for the Lakeview Center Window and Door Replacement Project for a project total of \$125,306.00”**

Seconded by Commissioner Doerr

Discussion: Commissioner Haas asked about the updates to the memo in relation exactly which doors and windows would be replaced

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

C. Action Item 9 - C: Approval of Prairie Lakes Boiler Replacement Project Bids

Deputy Director Paul Cathey reviewed the information in Agenda Item 9 – C.

Commissioner Grady made the motion **“I move the Park Board of Commissioners accept the bid of Cyril Regan Heating, Bridgeview, IL in the amount of the base bid of \$248,516.00 and accept Alternate #5 as a deduct of \$12,000.00 for a total bid of \$236,516.00.”**

Seconded by Commissioner Haas

Discussion: Commissioner Grady asked if the heating and cooling of the Aquatic Center was separate from the Community Center. Deputy Director Cathey stated yes at this time, in the future they will all be connected and controlled through an automated cloud based system.

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

D. Action Item 9 - D: Approval of Leisure Center Roof Replacement Project Bids

Deputy Director Paul Cathey reviewed the information in Agenda Item 9 – D.

Commissioner Haas made the motion **“I move the Park Board of Commissioners accept the proposal from Tremco Roofing and Building Maintenance, bid through OMNIA Public Sector Procurement Services for the ALC Roof Renovation Project in the amount of \$30,573.00.”**

Seconded by Commissioner Grady

Discussion: Commissioner Haas asked the anticipated start date. Deputy Director Cathey stated the project should begin in the fall.

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

E. Action Item 9 - E: Approval of OSLAD Resolution of Authorization/ DOC-03 Creative Corners Preschool Playground & Nature Learning Lab

Executive Director Don Miletic reviewed the information in Agenda Item 9 – E.

Commissioner Grady made the motion **“I move the Park Board of Commissioners approve DOC-3 Resolution of Authorization for the Creative Corners Preschool Playground & Nature Learning Lab, with 50% funding by the Illinois Department of Natural Resources.”**

Seconded by Commissioner Haas

Discussion: None

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

XI. CORRESPONDENCE:

- A. Thank you Letter: St. Emily Students & Staff: Donation
- B. Thank you Letter: Cary Park Foundation: Donation
- C. Thank you Letter: Patsy Smith: Park & Facility Tour
- D. Thank you Email: Frances O'Reilly: Tree of Life Program
- E. Thank you Email: Stephanie Lainovic: Arndt Park Counselors
- F. Thank you Email: Michael Goldstein: Katy Anderson Camp Counselor

XI. COMMISSIONER COMMENTS:

Commissioner Doerr: Lovely summer so far. Great work, keep chugging along. Yates Crossing was very sweet. Many thanks!

Commissioner Grady: Glad we are here in July, we are well oiled machine. We have not had any major incidents or problems this summer. Great job on the budget Barb and team. Keep up the good work. Commissioner Grady also asked if we were stocking the ponds at Prairie Lakes.

Commissioner Haas: Received a compliment about Lake Park after golfing, they very much enjoyed the churros! Live at the Lake has been great and continues to grow. Working with Stan is important look for ways to encourage environmental stewardship, idea of planting 10,000 trees working with city and schools.

President Rosedale: Pig Roast is scheduled for August 15. He will make a call to Stand Zimmerman to see if he would like to join the Izaak Walton League.

XII. EXECUTIVE SESSION:

Commissioner Doerr 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 8:32p.m.

Seconded by Commissioner Haas.

All in Favor, Opposed

Ayes: 4, Nays: 0

Motion Carried: 4-0-0

XIII. RETURN TO OPEN SESSION:

Commissioner Grady made a motion to close Executive Session and return to open session at 9:46 pm

Seconded by Commissioner Haas.

All in Favor, Opposed

Ayes: 3, Nays: 0

Motion Carried: 4-0-0

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

Commissioner Doerr made the motion **“I move the Park Board of Commissioners approve the items discussed in executive session”**
Seconded by Commissioner Haas
Discussion: None

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

XIV. ADJOURNMENT

Commissioner Grady made a motion to adjourn the Park Board Meeting at 9:47p.m.

Seconded by Commissioner Haas

All in Favor, Opposed

Ayes: 4, Nays: 0

Motion Carried: 4-0-0

APPROVED _____

President

Secretary