

**DES PLAINES PARK DISTRICT
EXECUTIVE SESSION MEETING MINUTES
TUESDAY, JANUARY 21, 2003**

The board members convened into executive session under Sections 2(c)(1), (5) and (6) of the Open Meetings Act for the purpose of discussing personnel, the acquisition of real estate and the lease of park district property at 10:29 p.m. Commissioners present were: Davis, Grady, Yates and Rosedale. Absent: Commissioner Brookman. Also in attendance was D. Markworth and Attorney G. MacDonald.

Attorney MacDonald reviewed with the Board the latest communication he has had with the attorney for Moti Agarwal. He says that his client still intends to donate the agreed upon portion of the property to the park district, although he has not signed any agreement as of this date. Attorney MacDonald will be revising the agreement he submitted to him removing reference to the City's approval of his project, to a date in the future. The consensus of the board members was that we need to wait and see what occurs before we take any legal action.

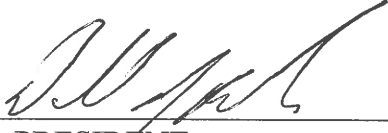
The board members discussed the proposal from Windsor Outdoor concerning placing an advertising billboard in Seminole Park. The board members felt that this looked like an attractive proposal for the District and that we should proceed to obtain more information. A copy of the agreement was given to Attorney MacDonald for his review. Also, Director Markworth indicated that he would be discussing this with the representative from the company. The board members would like to discuss this again in February.

Director Markworth stated that Assistant Director Capek had requested that she be allowed to buyback almost 7 years of previous service from employment in Virginia earlier in her career. The cost to the District which would be amortized over time, is in excess of \$106,000. Due to the low fund balances in the IMRF and Social Security Funds, it was suggested by several board members that this is not the time to be considering such a large expenditure. Director Markworth was asked to convey this to Ms. Capek.

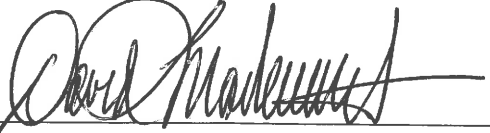
Director Markworth requested that when he retires, he be allowed to take his vehicle with him. The vehicle is a 1997 Ford Taurus with 78,000 miles on it and has a trade-in value of \$2,500. Attorney MacDonald is presently looking at the options the District has, if the Board agrees, to conveying this to the Director either through sale, donation or otherwise. This vehicle was scheduled to be traded-in this past year, but for budgetary reasons, this was deferred to this coming spring/summer. This can be discussed in the future.

The meeting adjourned at 11:15 p.m.

APPROVED: 2/18/03



PRESIDENT



SECRETARY

**DES PLAINES PARK DISTRICT
EXECUTIVE SESSION MEETING MINUTES
TUESDAY, MARCH 18, 2003**

The board members convened into executive session under Sections 2(c)(1) and (6) of the Open Meetings Act for the purpose of discussing personnel and the lease of park district property at 8:20 p.m. Commissioners present were: Brookman, Yates and Rosedale. Missing at time of roll call: Commissioner Grady. Absent: Commissioner Davis. Also in attendance were D. Markworth, C. Capek, P. Cathey and Attorney G. MacDonald.

Director Markworth reviewed with the board members the memorandum concerning the rental value of the District-owned home at 1340 Oakwood Avenue. The new market value is \$950 per month. Commissioner Brookman felt that this was too much of an increase considering the Whitton's had lived in District-owned housing for such a lengthy period of time. Following discussion, the consensus of the board members was to raise the rent gradually over the next three years with rent levels at \$825, \$900 and \$1,000.

Director Markworth and the board members discussed the Planning Commission's position on not allowing billboards along the tollroads. The consensus of the board members was to have the sales representative from WindsorOutdoor approach the City Council Committee directly to make his request to locate a sign at Seminole Park.

Some time was spent discussing the possibility that the Senior Center would relocate from the Prairie Lakes Community Center and purchase their own building. President Rosedale and Director Markworth had discussed this with Mayor Arredia and agree that locating the discussed teen center would be an ideal location and use for this space should the Senior Center move. We would need to make sure that use of this space as a teen center would still qualify under the HUD funding guidelines.

Approaching the Archdiocese again was also discussed. After a discussion with Attorney MacDonald, Director Markworth proposed suggesting to the Archdiocese that we would be willing to discuss waiving any property taxes which the Archdiocese may owe on this property, as long as the property does not change ownership or become developed for commercial purposes. The consensus of the board members was to pursue this approach. It was also discussed, that some personal follow up should be done after the letter is sent.

Supt. Miletic reviewed with the board members the issue of employee's waiving off dual health insurance coverage when the spouse has a better plan than we do. He asked for the board member's reaction to possibly offering some type of incentive such as additional vacation time in lieu the employee taking the family health insurance. Attorney MacDonald said that he did not believe we could do this and that we would need to verify this. Supt. Miletic said that he would check out the issues involved and report back to the Board at a later date.

Commissioner Grady arrived at 9:21 p.m.

The board member reconvened back into regular session following the arrival of Commissioner Grady.

Following business in open meeting, the board members reconvened back into executive session under Section 2(c)(1) of the Open Meetings Act for the purpose of discussing Personnel at 10:35 p.m.

The board members and Director Markworth discussed the search process for a new Executive Director to replace him following his retirement. It was agreed that the board members would meet with IAPD Executive Director Ted Flickinger at 4:00 p.m. on April 2nd to review the list of recommended candidates and details of the interviews.

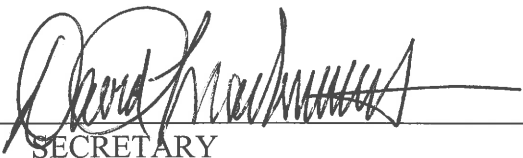
The Canvassing Committee will meet at 3:30 p.m., prior to the 4:00 p.m. meeting on April 2nd and will review the results of the election. The Canvassing committee will be comprised of President Rosedale, Board Secretary Markworth and Commissioner Grady.

The meeting adjourned at 11:29 p.m.

APPROVED: 4/15/03



PRESIDENT



SECRETARY

**DES PLAINES PARK DISTRICT
EXECUTIVE SESSION MEETING MINUTES
WEDNESDAY, APRIL 2, 2003**

The board members convened into executive session under Section 2(c)(1) of the Open Meetings Act for the purpose of discussing personnel at 3:35 PM. Commissioners present were: Brookman, Davis, Grady, Rosedale and Yates. Also in attendance was IAPD Executive Director T. Flickinger.

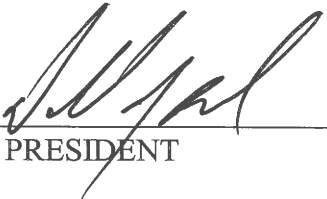
Dr. Flickinger presented the board members with a written report and binder on the Director's Search process for the hiring of a new Executive Director for the Des Plaines Park District. He reviewed the process used; the resumes and reference checks on the final seven candidates; and potential questions to use in the interview process.

The board members then discussed the interview process and schedule. An effort will be made to arrange for the initial interviews to be conducted on April 10th, 11th and 14th, with the 17th as a possibility. Should a second interview be needed, these would be scheduled the week of the 22nd.


President Rosedale asked each of the board members to review the resumes and other materials on the candidates and select which ones they would like to see interviewed. They then are to call Director Markworth by Monday morning, April 7th with their choices. He will tabulate the results and report back to President Rosedale. President Rosedale will then notify Dr. Flickinger with the names of the candidates the Board would like to interview. Dr. Flickinger will assign the interview dates/times and contact the candidates.

The meeting adjourned at 5:50 PM.

APPROVED: 4/15/03



PRESIDENT



SECRETARY

**DES PLAINES PARK DISTRICT
EXECUTIVE SESSION MEETING MINUTES
TUESDAY, JUNE 17, 2003**

The Park Board members convened into executive session under Section 120/2(c)(6) of the Open Meetings Act for the purpose of discussing the lease of park district property at 8:08 PM. Commissioners present were: Brookman, Grady, Haas, Rosedale and Yates. Also in attendance were: D. Markworth and J. Hecker.

Director Markworth reviewed with the board members the meeting he and Executive Director Hecker had with Senior Center Executive Director Sharon Smith and SC Board President Ulett. In this meeting the Senior Center representatives reiterated their position that they will continue to provide senior services at the Prairie Lakes facility so as not to jeopardize the HUD funding used to pay for the building.

Director Markworth discussed with the board members the status of the Rand and Dempster development and proposed donation of the one acre adjacent to Rand Park. As of this time, Moti Agarwal the developer has not submitted his plans to the City. We will need to continue to monitor this project and have Attorney MacDonald remain in contact with his attorney.

Also reviewed was the status of the Sexton Dump site. As meeting with the representative of the Archdiocese and the Park Board members and administrative staff should be set up in the near future to discuss the status of the site and annexation.

The executive session adjourned at 8:35 PM.

APPROVED: 7-15-03

William J. Yates
PRESIDENT

John P. Hecker
SECRETARY

**DES PLAINES PARK DISTRICT
EXECUTIVE SESSION MINUTES
TUESDAY, JULY 15, 2003**

The Park Board of Commissioners convened into Executive Session under Sections 2 ©(1) and 2©(6) of the Open Meetings Act for the purpose of discussing a personnel issue and the proposed lease or purchase of property at 8:10 p.m. Commissioners present were: Brookman, Grady, Haas, Rosedale and President Yates. Also in attendance were: Attorney MacDonald, John Hecker, Cindy Capek, Paul Cathey and Don Miletic.

LAKE PARK INCIDENT

Executive Director Hecker reviewed the incident that occurred at Lake Park on July 7, 2003 involving a maintenance employee and a day camper. The discussion centered on the facts as known to the Park District. Hecker indicated that the employee was placed immediately on administrative leave with pay and recommended that his status be changed to suspended without pay as of July 18, 2003. Staff members Capek and Cathey described their respective impressions of the incident and the effect it has had on personnel, campers and parents.

SEMINOLE PARK BILLBOARD

Executive Director Hecker updated the Board on the billboard proposals for Seminole Park. The Board directed staff to determine what the best proposal would be for the District and report back at the next meeting. Commissioner Brookman requested the staff to look into the details related to owning the structure ourselves and brokering out the advertising.

SEXTON LANDFILL

Executive Director updated the Board on conversations with the Archdiocese of Chicago regarding the Sexton Landfill. Staff will schedule a tour of the facility and investigate the details involved with converting a landfill area to recreational space.

RAND PARK PROPERTY DONATION

Attorney MacDonald updated the Board on the status of conversations with Moti Agarwal's attorney regarding his bank building project and his proposed land donation to the Park District.

The Executive Session adjourned at 9:55 p.m.

APPROVED: _____ JPH 8-19-03
William J. Yates
PRESIDENT
John P. Hecker
SECRETARY

**DES PLAINES PARK DISTRICT
EXECUTIVE SESSION MINUTES
TUESDAY, AUGUST 19, 2003**

The Des Plaines Park District Board of Commissioners convened into Executive Session in accordance with the Park District Code 70ILCS 1205 Paragraph 120 Section 2a, subsection c(1,5,6 and 11) of the Open Meetings Act at 8:00 p.m. Commissioners present were: Grady, Haas and President Yates. Also in attendance were Attorney MacDonald, Assistant Director Capek and Executive Director Hecker.

BILLBOARD UPDATE

Executive Director Hecker explained that he was in the process of attempting to obtain a clear-cut approach to what zoning will be accepted by the Illinois Department of Transportation in order to receive the proper permit to erect the billboard at Seminole Park. Hecker reported that the property must contain activity that is considered a commercial enterprise to obtain approval from IDOT. The existing concession operation falls short of what is required. Hecker will continue to investigate what will be needed to get the permits secured from IDOT and report back to the Board.

PELLET GUN INCIDENT AT LAKE PARK GOLF COURSE

Executive Director Hecker reviewed the incident that injured one of the Lake Park Golf Course Rangers. The youngster that fired the gun was found and the gun was confiscated by police. The injured employee is undergoing medical treatment and at some point the injured employee and/or our insurance carrier might litigate.

EMPLOYEE/DISORDERLY CONDUCT

Hecker updated the Board on recent information obtained from another source relative to the incident that took place at Lake Park on July 7, 2003.

SEXTON LANDFILL SITE VISIT

Hecker reviewed the tour of the site that was taken on Monday August 18. Commissioners Grady and Haas were in attendance.

The Executive Session adjourned at 8:44 p.m.

APPROVED: 4-0 1 Absent

William J. Grady
President

John P. Hecker
Secretary

**DES PLAINES PARK DISTRICT
EXECUTIVE SESSION MINUTES
TUESDAY OCTOBER 14, 2003**

The Des Plaines Park District Board of Commissioners convened into Executive Session on Tuesday, October 14, 2003 in accordance with the Park District Code 70ILCS 1205 Paragraph 120 Section 2a, subsection c1, 11 and 21 of the Open meetings Act at 9:40 p.m. Commissioners present: Brookman, Grady, Haas and Rosedale. President Yates was absent. Also present were Attorney MacDonald, Executive Director Hecker, Assistant Director Capek and Superintendent of Finance Miletic.

MYSTIC WATERS AQUATIC CENTER...MISSING DEPOSITS

Executive Director Hecker reviewed the facts, as known, regarding the missing deposits from July 6, July 20 and August 16, 2003 at Mystic Waters Aquatic Park. Superintendent Miletic described the cash control procedures that are intended to be in place at the facility and contrasted that with what he believes is actually occurring. Miletic recommended that the full time aquatics manager take greater responsibility for cash controls. He further recommended that access to the cash office and safe be restricted to a select few and that the aquatics manager must have an increased presence at the facility.

Miletic indicated that an error was made internally in the finance office that led to a considerable delay in uncovering the missing deposits. A staff member in the finance office has been written up for incorrectly placing a deposit batch file in a file indicating that the deposit had been placed in the bank, when in fact, the deposit slip from the bank had NOT come back to the finance office. This error ultimately delayed the realization that a deposit was missing by 2 months. Miletic has started the process of contacting Mystic Waters management employees and interviewing them regarding cash control procedures. Once all internal information is gathered the detective division of the Des Plaines Police Department will be notified.

Assistant Director Capek and Superintendent of Finance Miletic left the meeting at 10:10 p.m.

ILLINOIS DEPARTMENT OF LABOR INVESTIGATION

Executive Director Hecker updated the Board on the status of the IDOL investigation focusing on construction contracts between the Park District and Durabilt Fence LLC. The local Iron Worker's Union #63 has submitted a complaint with IDOL alledging that Durabilt Fence has engaged in public woks contracts with the Des Plaines Park District and NOT paid their employees prevailing wages. IDOL has requested documentation from the Park District on all work completed by Durabilt for the Des Plaines Park District within the past two years. The investigation apparently was started as a result of the work completed at Blackhawk Park by Durabilt. If Durabilt is found by IDOL to be responsible for wages to its' employees, Attorney MacDonald indicated that the Park District might be sued (including park district representatives)by Durabilt to recover the additional wages owed to its' employees.

BI-ANNUAL REVIEW OF CLOSED SESSION MINUTES

The following Closed (Executive) Session Minutes were reviewed for possible release by the Board of Commissioners:

April 10, 2003 April 11, 2003 April 14, 2003 April 15, 2003 April 17, 2003
April 28, 2003 May 8, 2003 May 20, 2003 June 17, 2003 July 15, 2003
August 19, 2003

The Board of Commissioners agreed with staff recommendation to NOT release any of the above listed closed session minutes at this time and agreed to take official action in open session immediately following the closed session.

ASSISTANT DIRECTOR POSITION VACANCY

Executive Director Hecker recommended that the position be restructured to Superintendent of Recreation, and indicated that advertising for the position will begin starting on October 15, 2003 with a closing date for applications to be October 29, 2003. The proposed start date will likely be January 5, 2004. Hecker reviewed with the Board some other suggestions for restructuring below the department head level.

RETURN TO REGULAR SESSION

At 11:00 P.M a motion was made by Commissioner Rosedale and seconded by Commissioner Brookman to return to Regular Session with all Commissioners present voting in favor.

APPROVED 5-0

William J. Yates
President

John P. Hecker
Secretary

**DES PLAINES PARK DISTRICT
EXECUTIVE SESSION MINUTES
TUESDAY NOVEMBER 18, 2003**

The Des Plaines Park District Board of Commissioners convened into Executive Session on Tuesday, November 18, 2003 in accordance with the Park District Code 70ILCS 1205 Paragraph 120 Section 2a, subsection c1 and c11. of the Open meetings Act at 8:45 p.m. Commissioners present: Brookman, Grady, Haas, Rosedale and President Yates. Also present were Attorney MacDonald and Executive Director Hecker.

EXECUTIVE DIRECTOR QUARTERLY PERFORMANCE EVALUATION

Executive Director Hecker was presented with a three-month performance review compiled by the Board of Commissioners and consolidated by Attorney MacDonald. It was generally agreed that a different evaluation tool needs to be formulated. The Executive Director will work with the Board President and Attorney MacDonald to create an evaluation form that is more comprehensive, yet not too overwhelming. The Board expressed serious concern regarding a recent news item in the Journal that incorrectly described the intent of the Board on raising facility fees and directed the Executive Director to be more careful in responding to questions from the media

SUPERINTENDENT OF RECREATION

Executive Director Hecker informed the Board that the position has been narrowed down to two candidates and that a final decision would be made within one week. Gayle Mountcastle, Superintendent of Recreation at the Park Ridge Recreation and Park District and Mark Purcell, Director of Parks and Recreation with the Palos Heights Recreation Department are the two finalists.

GOLF OPERATIONS MANAGER

Hecker informed the Board that the selection process for the Golf Operations Manager would begin shortly after the appointment of the Superintendent of Recreation.

MYSTIC WATERS THEFT

Hecker indicated that there has been NO progress from the Detective Division of the Des Plaines Police Department on the investigation. As information becomes available, the Board will be informed.

IDOL INVESTIGATION

The Executive Director informed the Board that the investigation being conducted by the Illinois Department of Labor in regard to the Prevailing Wage issue and payments to Durabilt Fence Company continues. Staff has been required to provide extensive background documentation, with specific focus on the prevailing wage (requirement) notification process to the contractor and the annual publishing/filing requirements of the ordinance itself.

RETURN TO REGULAR SESSION

At 9:35 P.M a motion was made by Commissioner Brookman and seconded by Commissioner Grady to return to Regular Session with all Commissioners present voting in favor.

APPROVED 4-0-1 12-16-03

William J. Yates
President

John P. Becker
Secretary

**DES PLAINES PARK DISTRICT
EXECUTIVE SESSION MINUTES
TUESDAY, DECEMBER 16, 2003**

The Des Plaines Park District Board of Commissioners convened into Executive Session on Tuesday, December 16, 2003 at 8:00 p.m. in accordance with the Park District Code 70 ILCS 1205 Paragraph 120 Section 2 ©, subsection 1 of the Open Meetings Act. Commissioners present were: President Yates, Haas, Grady and Brookman. Commissioner Rosedale was absent. Also present was Executive Director Hecker.

MYSTIC WATERS AQUATIC PARK THEFT INVESTIGATION

Executive Director Hecker reviewed the status of the Des Plaines Police Department's investigation of the thefts that occurred at Mystic Waters during the summer of 2003. The police are in the process of interviewing the five managers who had cash management responsibilities. Hecker indicated that one of the managers has refused to talk with investigators and that another manager has not returned numerous phone messages (about 7) as well as a registered letter requesting communication with the Park District.

SUPERINTENDENT OF RECREATION

Gayle Mountcastle has been hired as the District's Superintendent of Recreation and will start January 12, 2004. She will start at a salary of \$75,638 with 4 weeks of paid vacation, full employee benefits, business and restricted personal use of an assigned district auto (unrestricted personal use within 50 miles of the Des Plaines Park District...personal use beyond 50 miles requires Director authorization).

GOLF CENTER MANAGER CONTRACT

The current management contract (Total Golf) expires at January 1, 2004. Mark Caster will sign a new contract for the period January 1, 2004 thru April 30, 2004. During this period he will act in the capacity of Golf Center Manager, be paid \$4500 per month and will be required to average 44 hours per week. During the period May 1, 2004 thru August 31, 2004 Mark will work in Golf Promotions an average of 30 hours per week at \$3500 per month. After August 31, 2004 our association with Mark Caster shall cease unless needed as a paid consultant at \$25.00 per hour.

GOLF OPERATIONS MANAGER

The intent is to name a Golf Operations Manager by January 1, 2004. The position should pay about \$52,000 per year plus benefits and will oversee the Golf Center, Lake Park, Marina, Mountain View Mine Adventure Golf and any and all improvements at Prairie Lakes to include, Skate/Bike Park and Batting Cage operation. The position will not start until March 1, 2004.

RETURN TO REGULAR SESSION

At 8:55 p.m. a motion was made by Commissioner Haas and seconded by Commissioner Brookman to return to Regular Session with all commissioners voting in favor.

APPROVED

William J. Gatos

President

John P. Hecker

Secretary