

**DES PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
July 18, 2023**

I. CALL TO ORDER/ROLL CALL

President Jana Haas called the Regular Meeting of the Board of Commissioners of the Des Plaines Park District to order at 6:02 pm. Commissioners answering present to the roll call in person were, Commissioner Erin Doerr, Commissioner James Grady, Commissioner Jana Haas, Commissioner Don Rosedale ,Commissioner Eli Williams.

In attendance was Executive Director, Donald Miletic; Director of Business, Annette Curtis; Superintendent of Administration, Jeanette Berard. Deputy Director, Paul Cathey; Superintendent of HR& Risk Management, Nicole Dale; Superintendent of Parks & Planning, Paul Guza; Superintendent of Revenue Facilities, Brian Panek; Superintendent of Recreation, Joseph Weber were not in attendance

Guests: James Carl

PUBLIC HEARING: 2023/2024 Budget and Appropriation Ordinance #23-04

Commissioner Doerr made the motion to Open the Public Hearing on Budget and Appropriation Ordinance #23-04.

Seconded by Commissioner Grady

All in Favor, Opposed

Ayes: 5, Nays: 0, Absent: 0

Motion Carried: 5-0-0

Executive Director Don 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 Don Miletic Stated “The Budget and Appropriation was prepared and passed in Tentative Form as Ordinance #23-01 on April 18, 2023 and was available for public inspection from April 18, 2023 through July 18, 2023. The Public Hearing notice was published in the Des Plaines Journal and Topics Newspaper within the required timelines.”

Executive Director Don Miletic Stated: Budget Summary:

Cash on Hand at May 1, 2023	\$26,950,488
Estimated Cash to be received from all sources through April 30, 2024	\$32,459,883
Estimated Expenditures through April 30, 2024	\$35,738,006
Projected Cash on Hand at April 30, 2024	\$23,672,365
Estimated amount of Real Estate Taxes to be received through April 30, 2024	\$10,254,303

President Haas stated “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 #23-04?”

President Haas stated “Official Board action on the Budget and Appropriation Ordinance #23-04 is scheduled under New Business as Item 9-A”

Commissioner Grady made the motion to close the Public Hearing on Budget and Appropriation Ordinance #23-04.

Seconded by Commissioner Doerr

All in Favor, Opposed

Ayes: 5, Nays: 0, Absent: 0

Motion Carried: 5-0-0

II. CHANGES TO THE AGENDA:

None

III. PRESENTATIONS:

A. None

IV. COMMENTS FROM THE COMMUNITY:

Shared email from Susan Chavez regarding a request for more ADA accessible equipment and playgrounds throughout our park district.

Executive Director Miletic acknowledge the email and said they will be working on more inclusive equipment and a new plan for Winnebago Park that include impact fee funds from Halston Market Development.

V. APPROVAL OF THE CONSENT AGENDA

The following items are listed for consent agenda:

A. MINUTES June 20, 2023

B. EXECUTIVE SESSION MINUTES- June 20, 2023

B.1 SPECIAL MEETING MINUTES- NONE

C. VOUCHER BILLS:

June 09, 2023 \$ 656,807.54

June 23, 2023 \$ 495,152.30

June 27, 2023 \$ 1,436,556.07

D. PAYROLL:

June 02, 2023 \$ 255,441.13

June 16, 2023 \$ 380,833.00

June 30, 2023 \$ 420,771.59

Commissioner Grady moved to accept the Consent Agenda with changes made to the Regular Session Minutes.

Seconded by Commissioner Williams

Discussion: None

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

VI. M-NASR REPORT:

Superintendent Miletic stated

- MNASR will help with the an ADA Transition audit of new facilities

Discussion:

VII. MONTHLY REPORTS

A. EXECUTIVE DIRECTOR:

Executive Director Miletic asked for questions on the reports as presented in Agenda Item 9.

In addition he reviewed the following:

- Staff continue to work hard this summer navigating all that comes with the summer season, which is why tonight they were given the night off.

Discussion: Commissioner Grady noted the Mayor and Third Ward Alderman were included on the ADA Email. Will be attending NRPA conference this year and we can look at the vendors to gain ideas and plans for the new renovation for the playground equipment at Winnebago Park. President Haas echoed the updates to the Winnebago Playground equipment and addressed extending the ADA sidewalk at Lake Park Playground to the handicap parking. Executive Director Miletic stated they will extend the pathway. Commissioner Doerr commented on woodchips vs rubber surface and if the fall safety is the same. Executive Director Miletic stated yes. Commissioner Haas asked to have open meeting for planning of the equipment at Winnebago. Executive Director stated they were planning to.

FINANCIAL REPORT

Executive Director Miletic presented the monthly financial report prepared by Director of Business.

Commissioner Rosedale **moved to accept the Financial Report for July 18, 2023 subject to audit and placing a copy on file.**

Seconded by Commissioner Grady

Discussion: None

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

VIII. UNFINISHED BUSINESS:

A. Arndt Aquatic & Recreation Facility

Executive Director Miletic provided an update on the project includes;

- Photo review of the progress
- Still planning to open around August 3 as the timeline was provided by the Construction Manager, unless there are any unforeseeable issues standing at 78% completed.
- Will review the post season operating hours with staff

Director of Business Curtis provided an update on the project payout and the anticipated state reimbursement.

Discussion: Commissioner Grady asked if we have lifeguards. Executive Director Miletic stated yes this has been a good hiring season, will incentivize post season staffing.

B. Foxtail on the Lake

Executive Director Don Miletic provided an update on the project includes;

- Photo review of the progress
- On progress for a late August opening, all dependent on construction

Discussion: None

C. Lake Opeka Shoreline

Executive Director Don Miletic provided an update on the project includes;

- Update to the new design
- Aerators are being installed to help with water quality
- Permitting agencies have been engaged.

Discussion: Commissioner Doerr asked about the pathways. Executive Director Miletic stated those would be replaced. Commissioner Grady asked about ADA fishing piers and if railings would be installed. Executive Director Miletic stated we would bring the idea up at the next meeting to adjust design. President Haas asked for more description of the type/ look of the fishing piers.

IX. NEW BUSINESS:

A. Action Item 9 - A: Approval of FY 23/24 Budget & Appropriation Ordinance #23-04

Director of Business Annette Curtis reviewed the material in Agenda Item 9 – A.

She also noted

The effort from all departments to create the budget plan.

The unprecedented amount of grant money that Executive Director Don Miletic has brought to the park district with his hard work over the last 2 years. This is unheard of in park district world at over \$13M and is why the budget does not follow the normal pattern as it has in years past.

Commissioner Doerr made the motion “**I move that the Board of Commissioners approve Ordinance 23-04, “AN ORDINANCE ADOPTING A BUDGET AND APPROPRIATION OF SUCHSUMS 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, 2023 AND ENDING APRIL 30, 2024.”**

Seconded by Commissioner Williams

Discussion: President Haas noted a job well done and the budget preparation.

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

Commissioner Grady made the motion “**I move that the Board of Commissioners approve the Capital Improvement Plan for Fiscal Year 2023/24 through Fiscal Year 2027/28.**”

Seconded by Commissioner Rosedale

Discussion: None

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

B. Action Item 9 - B: Approval of Lakeview Center Fence Bid

Executive Director Miletic reviewed the material in Agenda Item 9 – B, hoping for an August 8 start date

Commissioner Grady made the motion “**I move the Park Board of Commissioners approve the bid for Lakeview Center fencing from Peerless Fence with a base bid amount of \$69,280.00 and Alternate #1 Bid of \$12,470 for a total of \$81,750.00**”

Seconded by Commissioner Doerr

Discussion: President Haas asked the budget for the fencing. Executive Director Miletic stated \$80,000 so we are in the range with the upgraded feature.

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

C. Action Item 9 - C: Approval of Outdoor Nature Lab 2023 Development

Superintendent Berard reviewed the material in Agenda Item 9 – C,

Commissioner Williams made the motion **I move the Park Board of Commissioners approve the bid for Outdoor Nature Lab 2023 Development Hacienda Landscaping with a base bid amount of \$679,202.00 and Alternate #1 Bid of \$3,000.00 for a total of \$682,202.00**”

Seconded by Commissioner Grady

Discussion: President Haas asked to send a layout of the design for the park.

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

X. CORRESPONDENCE:

- A. Thank you: Cary Park District Donation
- B. Thank you: River Trails Park District Donation

X1. COMMENTS FROM THE COMMUNITY:

James Carl - spoke to the Park Board about the following:

Dance Program and a thank you dinner for senior dancers. Executive Director Miletic stated they have an end of year party

Dance Donation Raffle Baskets containing alcohol. President Haas stated there is no policy against what items can be donated to the raffle as these are provided by community supporters.

Construction Design Details for the Lake Park Shoreline Renovation: Executive Director Miletic provided input back on the design for the sheet pile installation, painting and concrete cap, along with other details asked.

Requested this be added to the minutes: What is a reasonable time frame to receive communication back from the park board after making a request at a board meeting. President Haas stated 30 days if not sooner.

XII COMMISSIONER COMMENTS:

Commissioner Doerr: Thank you for my birthday wishes. Great meeting. Golf Center staff did a great job during the tornado and keeping everyone safe. Heard a lot of great feedback about the Volunteer Appreciation Dinner held in March.

Commissioner Grady: It is that time of year and we are thankful for all of the hard work. Currently going along swimmingly with no major issues!

Commissioner Rosedale: Looking at the Daily Herald many parks are removing the use of pesticides in their parks. I understand that some of the parks do need it. Executive Director Miletic stated they do this on a more limited basis and we do spray for mosquitos.

Commissioner Williams: Excited to announce I will be having a boy! Good Meeting. Learning more about the ADA equipment we have room to grow. Excited for these projects to finish!

President Haas: After receiving an email about Menominee Park current condition and I went out an visited the. There are required updates to the turf, plantings, graffiti and clean up efforts to the picnic shelter. Please have the parks department address.

XIII. EXECUTIVE SESSION:

None

XIV. RETURN TO OPEN SESSION

None

XV. ADJOURNMENT

Commissioner Grady made a motion to adjourn the Park Board Meeting at 7:21 p.m.

Seconded by Commissioner Doerr

All in Favor, Opposed

Ayes: 5, Nays: 0, Absent: 0

Motion Carried: 5-0-0

APPROVED _____

President

Secretary