

**DES PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
August 15, 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 6:00 pm. Commissioners answering present to the roll call in person were, Commissioner Erin Doerr, Commissioner James Grady, Commissioner Jana Haas, Commissioner Don Rosedale, and Commissioner Eli Williams.

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

Guests: James Carl, Des Plaines Girls Softball

II. CHANGES TO THE AGENDA:

None

III. PRESENTATIONS:

A. Congratulations Des Plaines Girls Softball for their undefeated season, this was presented by Assistant Superintendent Tyler Fuchs.

IV. COMMENTS FROM THE COMMUNITY:

None.

V. APPROVAL OF THE CONSENT AGENDA

The following items are listed for consent agenda:

- A. MINUTES July 18, 2023
- B. EXECUTIVE SESSION MINUTES- July 18, 2023
 - B.1 SPECIAL MEETING MINUTES- NONE
- C. VOUCHER BILLS:
 - July 07, 2023 \$ 516,758.38
 - July 21, 2023 \$ 445,190.92
- D. PAYROLL:
 - July 14, 2023 \$ 435,562.37
 - July 28 2023 \$ 480,552.90

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

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**

VI. M-NASR REPORT:

Superintendent Miletic stated

- MNASR will be hosting an upcoming Trivia Night

Discussion: None

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:

- Once again a very busy month as we close out the final weeks of summer.
- Cordogan Clark will be onsite tonight to discuss the status of Arndt Park, construction is continuing to progress
- Winnebago Park looking at making an ADA accessible park with Turf installation.
- We had a big save at Mystic Waters, thank you to staff for doing a great job
- Continue working on Park Patrol- updated the Volunteer Manual and hope to work with the American Legion
- Working with Abbott on using their lot for Fall Fest, this is a large need to run this event. Looks like it will cost additional dollars to have the police patrolling that site, but it is essential to the event so we will pay.

Discussion: President Haas asked about the status of Fall Fest Vendors, Sponsors, and Carnival. Executive Director Miletic stated all is in good standing as staff continue to prepare. Commissioner Williams asked about the construction timeline question of Arndt Park, more discussion will be had during unfinished business.

A.2 ADMINISTRATION

Superintendent Berard asked for questions on the report as presented in Agenda Item 9 - A.2.

In addition she reviewed the following:

- Received \$4M in reimbursement from IDNR grants
- ALC playground renovation will begin mid-October and open in Spring 2024
- Fall Spectrum is completed- we love the new look of the book!
- Golf in the Dark planning is underway, thank you to the sponsors!

Discussion: None

A.4 REVENUE FACILITIES

Executive Director Miletic asked for questions on the report as presented in Agenda Item 9 - A.4.

In addition he reviewed the following:

- The facilities continue to be very busy and revenues are up.
- Dylan is learning a lot out at Lake Park.

Discussion: President Haas asked for a breakdown on the Live at the Lake budget, revenue/expense. Executive Director said Superintendent Panek and Weber will provide that information.

B. DEPUTY DIRECTOR:

Deputy Director Cathey asked for questions on the report as presented in Agenda Item 9 – B.

In addition he reviewed the following:

- Stantec has the shoreline at 90% design completion –including the ADA accessible fishing piers. We met with City of Des Plaines Engineering department to review the plans and they seem very excited with the project. No MWRD permit is needed. Waiting on the Army Core for their permit, expecting late Fall.

- Lake Park and Lakeview Center lots have been completed, finishing up on some punch list items.
- Prairie Lakes Pathway is complete, few areas for punch list. Public worked well with construction and happy it is now open for use.
- Camps finished up on their last week, it was a very busy summer for Candice, Tyler and Nancy. Staff did a create job working with all the campers.
- Prairie Lakes Shutdown August 28- September 2 for the building, August 21- September 2 for the pool.
- Again Mystic Waters staff did a great job with the large save. Matt and Gosia did a wonderful job training all of the staff.
- Chippewa Pool will be open during the month of September on Weekends.

Discussion: President Haas mentioned the vandalism report and how Mountain View is continually being targeted with graffiti. Commissioner Doerr asked if the police are aware and is it gang related. Deputy Director Cathey stated this spot continually is hit. We have cameras up and are trying to catch those who are doing it. It is not all gang related graffiti but the police are aware of the situation. President Haas noted a thank you to the quick clean up at Menominee Park from a patron. Looking for additional updates to include sign replacement, flowers, raised beds and seeding. Deputy Director Cathey stated they will continue to work on the park. Commissioner Grady mentioned the dirty carpet at Prairie Lakes Community Center. Deputy Director stated that the campers are tough on the carpet but they are schedule to be cleaned during the shutdown. Hope to replace in the next year.

B.2 PARKS & PLANNING DEPARTMENT:

Executive Director Miletic asked for questions on the report as presented in Agenda Item 9 – B.2.

Discussion: None

B.3 RECREATION DEPARTMENT:

Executive Director Miletic asked for questions on the report as presented in Agenda Item 9 – B.3.

Discussion: None

C. BUSINESS DEPARTMENT

Director of Business Annette Curtis asked for questions on the report as presented in Agenda Item 9 – C
In addition she reviewed the following:

- Business Department continues to be very busy with Fall registration that began on Monday- and the start of the preschool year. They are also working on Winter Spectrum Input and payables.
- Working with Tee Up, they are testing the kiosks, servers and completing a data pull
- Auditors are finalizing the report and we will present in September
- PDRMA will be updating contributions, will know more information when it is sent out.

Discussion: None

C.1 HUMAN RESOURCES & RISK MANAGEMENT

Superintendent Nicole Dale asked for questions on the report as presented in Agenda Item 9 – C.1
In addition she reviewed the following:

- Lots of training with Ellie for Novatime, payroll and Bamboo HR
- Working with Annette and HR department and preparing for leave in November.
- Off Boarding Seasonal Staff from Bamboo HR

- Interviewing for positions, Jacob was extremely helpful in Spanish translation during an interview we ended up making an offer.
- Ryan Panenka was promoted to Special Projects I.

Discussion: None.

FINANCIAL REPORT

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

Commissioner Doerr moved to accept the Financial Report for August 15, 2023 subject to audit and placing a copy on file.

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**

VIII. UNFINISHED BUSINESS:

A. Arndt Aquatic & Recreation Facility

Deputy Director Cathey provided an update on the project includes;

- Photo review of the progress
- Original Goal was August 3, will not hit that target. Cordogan Clark is onsite to provide input on the delay and answer any questions from the board.

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

Executive Director Miletic noted with upcoming Fall Fest we will not be rushing the opening and delaying until Memorial Day Weekend 2024. We are extremely disappointed in the delay of this project, staff have been working extremely hard to make sure this project was on time and on budget. The marketing department will provide updates to the community on the new opening date.

Discussion: Commissioner Grady asked about the location of the fire hydrant. Deputy Director started that location is determined by City Code.

President Haas spoke on behalf of the Des Plaines Park District Board of Commissioners when addressing the Cordogan Clark Representatives. She read aloud a letter the echoed the feelings of all board members about the delay in the opening of Arndt Park Pool and the timeline that was provided by their firm. She stressed the need for better communication, planning and management of the project. She was understanding to unforeseen delays in the supply chain and the current labor force. Lastly she noted that while we are disappointed in the delay we look forward in showcasing this premier park in the future as it will be a long term community asset.

Commissioner Grady provided a statement about needing Cordogan Clark to manage the subcontractors and labor force more closely. Many time he witness not work being completed on the site as the labor was not there. It is disappointing that the site will remain unused until next season.

Commissioner Williams provided a statement asking about what could have been done differently to help the project stay on the timelines or provide us better updates on the status as it is our job to maintain the property for the community.

Commissioner Rosedale provided a statement that the delay is very sad. Was unsure of what transpired these last few weeks as there was movement from August 3 to August 10 to now not opening at all in a matter of days.

Commissioner Doerr provided a statement that she is very disappointed in the delay and every changing timeline. The community was expecting this pool and it is not fair for us to not provide on our promise. We keep getting different stories as to the issues and we want more accountability for the delays by Cordogan Clark. Would like to the park open in shifts as the features are completed for the residents to use.

Brian Kronewitter the Vice Principal of Cordogan Clark Construction Management division spoke to the Des Plaines Park Board of Commissioners and staff about the delays of this project. He apologized for the pool not meeting the opening timelines as noted that for 5 months or longer the pool was actually ahead of schedule. Cordogan Clark is aware of the supply and labor force which caused a significant amount of delays on the project. Moving forward the team will be adding additional resources and working Saturdays to complete the work and maintain quality controls through the remainder of the project.

B. Foxtail on the Lake

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

- Photo review of the progress
- Friends and Family opening will be held late September
- Plan to open after Fall Fest

Discussion: Commissioner Grady asked about the deck size. Executive Director Miletic stated about 100'x25' or 30'. Large deck that will get a lot of use during the hot and cold months!

C. Lake Opeka Shoreline

Deputy Director Cathey provided an update on the project includes;

- Permitting agencies have been engaged.
- ADA accessibility has been included for the fishing piers

Discussion: None

IX. NEW BUSINESS:

A. Action Item 9 - A: Review of the ADA Transition Plan

Superintendent of Administration Jeanette Berard reviewed the material in Agenda Item 9 – A.

She also noted

This year we completed an audit of new facilities and improvements within existing facilities to check for ADA compliance. This service was provided by MNASR Executive Director.

Discussion: Commissioner Williams asked for clarification on Door Stoppers.

X. CORRESPONDENCE:

- A. Thank you: Des Plaines Elks Lodge Donation
- B. Public Comment: Live at the Lake Central Park.

XI. COMMENTS FROM THE COMMUNITY:

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

Asked about Foxtail on the Lake and the owners contributions to construction.

Asked about who owned the Lakeview Center Building

Asked about the Park District contributions for construction and grant funding sources.

Asked about the status of the capital improvement/timeline to renovate the Dance Rooms

The Park Board of Commissioners and Executive Director Miletic provided answers to the questions above. They also informed Mr. Carl that public comment is not a question and answer session and they directed him to fill out a FOIA request and follow the correct protocol as directed by the districts legal counsel. The FOIA officer would be in contact with him in the future.

James Carl then provided public comment about large dogs off leash at West Park (weekdays around 12:00pm) and Lake Park (weekdays around 8:00pm). He also mentioned that a police officer was onsite and he did not talk to the patron.

The Park Board of Commissioners acknowledged public comment and stated they will have staff check out the issue at the day/time provided.

XII COMMISSIONER COMMENTS:

Commissioner Doerr: Sad summer is ending. Staff are working very hard. Appreciate all of the meetings learning a lot!

Commissioner Grady: Congratulations to the Mystic Waters staff! Hopefully the pool will continue on and we will have it be perfect for the opening in May of next year!

Commissioner Rosedale: Hope we provide an additional thank you to the lifeguards for the save at Mystic Waters. Sunday Pig Roast at Izaak Walton was a great success, thank you for the sponsorship.

Commissioner Williams: It has been a great summer! Used Chippewa Pool and heard complaints about wanting more shade. Glad Trisha was part of the ADA plan good having her come out on site. Glad to hear about the big save and that our lifeguards were on it. No Fall Fest for me this year with baby coming.

President Haas: Compliments to Live at the Lake being so successful it looks like a mini Ravinia. Thank you to Cordogan Clark for attending our board meeting tonight to provide clarification on the project status. Showcased a flower made of recycled of water bottles, idea from Rhonda Popko with the Des Plaines Art Guild.

XIII. 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 7:52 p.m.

Seconded by Commissioner Rosedale

All in Favor, Opposed

Ayes: 5, Nays: 0, Absent: 0

Motion Carried: 5-0-0

XIV. RETURN TO OPEN SESSION

Commissioner Doerr made a motion to close Executive Session and return to open session at 7:51 pm

Seconded by Commissioner Grady

All in Favor, Opposed

Ayes: 5, Nays: 0, Absent: 0

Motion Carried: 5-0-0

A. Agenda Item 14 – A: Approval of Items Discussed in Executive Session

Commissioner Rosedale made the motion **“I move the Park Board of Commissioners approve the Assignment and Concession Agreement for Foxtail on the Lake LLC.**

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.

Commissioner Williams made the motion approve an additional HSA Funding in the amount of \$2,200 for Executive Director Health Care only if he waives health care insurance providing a savings of \$16,052 in overall health care costs to the Park District.

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.

XV. ADJOURNMENT

Commissioner Grady made a motion to adjourn the Park Board Meeting at 8:18p.m.

Seconded by Commissioner Rosedale

All in Favor, Opposed

Ayes: 5, Nays: 0, Absent: 0

Motion Carried: 5-0-0

APPROVED _____

President

Secretary