

**AGENDA ITEM 5 - B**

**DES PLAINES PARK DISTRICT  
EXECUTIVE SESSION MINUTES  
TUESDAY APRIL 20, 2010**

The Des Plaines Park District Board of Commissioners convened into Executive Session on Tuesday April 20, 2010 at 9:15 p.m. in the David L. Markworth Boardroom of the ALC in accordance with the Park District Code 70 ILCS 1205 Paragraph 120, pertaining to matters related to personnel, litigation or land acquisition. Commissioners present included: President Grady and Commissioners: Haas, Rosedale, Weber and Yates. Also present was Executive Director Hecker and Superintendent of Parks Paul Cathey.

**ITEMS TO BE DISCUSSED:**

**Employee job description revision and salary adjustment for specific employee**

Executive Director Hecker reviewed the staff report recommending that the Facility Maintenance Supervisor position job description be revised in an effort to fully utilize the skills and experience of Doug Dohlen. Mr. Dohlen was hired in the Fall of 2009 for the primary purpose of overall maintenance, repairs and project management of the Golf Center and Lake Park at \$52,000. The staff report highlighted Mr. Dohlen's capabilities and work experience and staff wants to maximize the use of this experience by making an adjustment to the duties to focus more on District Wide Project Management. The additional duties will require increasing the annual salary to \$60,000 to stay competitive with similar positions in neighboring Park Districts. The Executive Director indicated that \$60,000 is the starting pay in the market place and staff may need to make an additional adjustment at May 1, 2011.

The Board reached a consensus in Closed Session to accept the staff recommendation as presented.

**ADJOURNMENT**

**Commissioner Yates moved to adjourn the Executive Session at 9:40 p.m.**

**Commissioner Rosedale moved to second the motion.**

**Discussion: None**

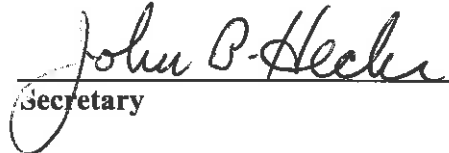
**All Commissioners present voting in favor by acclamation in a voice vote.**

**APPROVED**

**President**

A handwritten signature in black ink, appearing to read "John B. Hecker", written over a horizontal line.

**Secretary**

A handwritten signature in black ink, appearing to read "John B. Hecker", written over a horizontal line.

**AGENDA ITEM 5 - B**

**DES PLAINES PARK DISTRICT  
EXECUTIVE SESSION MINUTES  
TUESDAY JUNE 15, 2010**

The Des Plaines Park District Board of Commissioners convened into Executive Session on Tuesday June 15, 2010 at 8:45 p.m. in the David L. Markworth Board Room of the ALC in accordance with the Park District Code 70 ILCS 1205 Paragraph 120, pertaining to matters related to personnel, litigation or the setting of a price for lease of property owned by the Des Plaines Park District. Commissioners present included: President Rosedale, Weber, Grady, Haas and Yates. Also present was Executive Director Hecker, Superintendent of Finance Don Miletic and Superintendent of Recreation Gayle Mountcastle.

**ITEMS TO BE DISCUSSED:**

**Golf Tec License Agreement Renewal**

Executive Director Hecker reviewed the staff report included in the Executive Session materials.

After lengthy discussion, the Board reached a consensus to present the following annual rate proposal along with the elimination of Mat Fees to Golf Tec:

**OPTION I**

June 1, 2011 thru May 31, 2012 \$72,000  
June 1, 2012 thru May 31, 2013 \$74,160  
June 1, 2013 thru May 31, 2014 \$76,385  
June 1, 2014 thru May 31, 2015 \$78,676  
June 1, 2015 thru May 31, 2016 \$81,036

The Executive Director was authorized to further negotiate if required to present Option II:

**OPTION II**

June 1, 2011 thru May 31, 2012 \$70,000  
June 1, 2012 thru May 31, 2013 \$70,000  
June 1, 2013 thru May 31, 2014 \$72,100  
June 1, 2014 thru May 31, 2015 \$74,263  
June 1, 2015 thru May 31, 2016 \$76,490

General Discussion: The Board indicated that Golf Tec is an important partner for the facility and efforts should continue to renew their license. The Board indicated that other rental locations could indeed offer lower rental costs, but without the benefits that the Golf Center presents to the operator including: No property tax liability, no utility costs for electric, sewer, water and gas, no charge for common area maintenance, Free Group Instruction Access to short game area, grass tees, driving range, unlimited balls (off-site student access), exclusive outdoor hitting station, District Wide Advertising, Golf Course Access.

### **RESIDENTIAL LEASES FOR 1340 OAKWOOD AND 630 GREENVIEW**

Executive Director Hecker reported that the two residential leases expired on June 1, 2010 and need to be renewed. Hecker recommended that the rents be frozen at their current rate. The Board reached a consensus that the rents should be frozen at their current rate thru May 31, 2011 and directed staff to notify the two tenants.

### **ADJOURNMENT**

**Commissioner Yates moved to adjourn the Executive Session at 9:45 p.m.**

**Commissioner Rosedale moved to second the motion.**

**Discussion: None**

**All Commissioners present voting in favor by acclamation in a voice vote.**

APPROVED 4-0-1 ABSENT  
William J. Yates  
vic. President

John P. Hecker  
Secretary

**AGENDA ITEM 5 - B**

**DES PLAINES PARK DISTRICT  
EXECUTIVE SESSION MINUTES  
TUESDAY SEPTEMBER 21, 2010**

The Des Plaines Park District Board of Commissioners convened into Executive Session on Tuesday September 21, 2010 at 8:03 p.m. in the David L. Markworth Board Room of the ALC in accordance with the Park District Code 70 ILCS 1205 Paragraph 120, pertaining to matters related to personnel, litigation or the setting of a price for lease of property owned by the Des Plaines Park District. Commissioners present included: President Rosedale, Weber, Grady, Haas and Yates. Also present was Executive Director Hecker.,

**ITEMS TO BE DISCUSSED:**

**RESIDENTIAL LEASE INCREASE OF MONTHLY RENT 1946 WHITE STREET**

**The Board agreed by consensus to increase the monthly rent for the Park District Owned residence at 1946 White Street from \$1400 to \$1470 effective October 2010**

**SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES**

**The Board reviewed the minutes of closed session meetings to determine if the need for confidentiality still exists for the minutes (attached).**

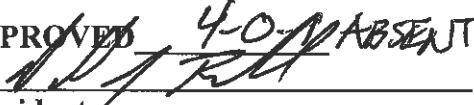
**It was the consensus of the Board that all of the Closed Session Meeting minutes (attached) remain unavailable for public inspection due to the need for confidentiality. The next semi-annual review will occur at the March 2011 Park Board Meeting.**


**EXECUTIVE DIRECTOR PERFORMANCE EVALUATION**

The Board reviewed the Executive Director Evaluation Summary report that included comments and ranking of performance in specific areas of responsibility. The information was shared with the Executive Director. The Executive Director submitted a request for revisions to his employment agreement that the Board reviewed.

The Board agreed by consensus to extend the employment contract thru June 30, 2013 and provide the Executive Director with a \$700 monthly vehicle allowance in lieu of the provision of a District Owned vehicle.

Commissioner Weber moved to adjourn from Closed Session at 9:05 p.m. Commissioner Yates moved to second the motion, with all Commissioners voting in favor by acclamation.

APPROVED 4-0-11 ABSENT  
  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

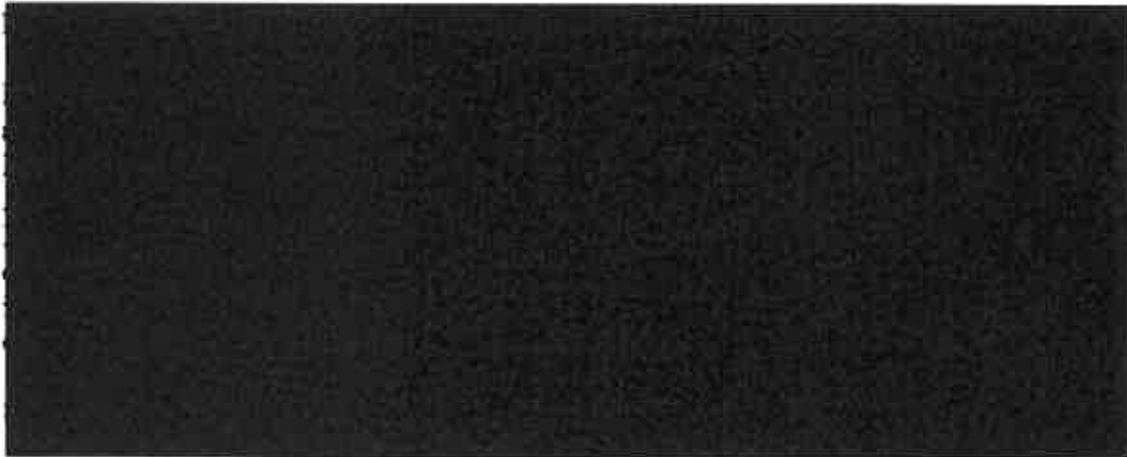
**DES PLAINES PARK DISTRICT  
EXECUTIVE SESSION MINUTES  
TUESDAY OCTOBER 19, 2010**

The Des Plaines Park District Board of Commissioners convened into Executive Session on Tuesday October 19, 2010 at 8:45 p.m. in the David L. Markworth Board Room of the ALC in accordance with the Park District Code 70 ILCS 1205 Paragraph 120, pertaining to matters related to personnel, litigation or the setting of a price for lease of property owned by the Des Plaines Park District. Commissioners present included: President Rosedale, Weber, Grady, Haas and Yates. Also present was Executive Director Hecker, Superintendent of Finance Don Miletic and Superintendent of Recreation Gayle Mountcastle.

**ITEMS TO BE DISCUSSED:**

**HISTORY CENTER FINANCIAL PROBLEMS/POSSIBLE SALE OF DISTRICT PROPERTY**

Executive Director Hecker updated the Board on the financial status of the Park District supported Des Plaines History Center. The Board discussed possible options to assist the History Center in terms of operations to keep the organization from closing the doors. The History Center utilizes the Des Plaines Park District owned Kinder property and Kinder House. The Board reached a consensus to have staff discuss options with staff and Board of the History Center.



## EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT

The Board reached a consensus to extend the Executive Director's Employment Agreement to June 30, 2013. The Board also agreed that the Executive Director would be granted a \$700 per month allowance in lieu of continuing to have use of the Park District issued vehicle. The Executive Director will have his salary increased by \$350.00 per month and another \$350.00 per month issued thru accounts payable. The Executive Director will be responsible to provide his own transportation at his own expense to and from work and for all business related auto travel, including expenses for maintenance, fuel, oil, and insurance. The 2006 Dodge Caravan will be issued to Superintendent of Parks Paul Cathey.

The Executive Director will work with Attorney MacDonald and Board President Rosedale to draft revisions to the employment agreement that reflect the agreement extension thru June 30, 2013, changes to the vehicle use and language that specifies that the salary of the Executive Director will not decrease any more than the average percentage decrease of all other full time employees of the District.

## SUPERINTENDENT OF FINANCE JOB OFFER

Executive Director Hecker reported that Superintendent of Finance Miletic has been offered another position with another community that pays approximately 18% more than he is currently being paid by Des Plaines Park District. Executive Director asked for authority to increase Mr. Miletic's salary by \$5,000 per year in an effort to keep him at Des Plaines Park District. The consensus of the Board was to proceed with this increase if needed to keep Mr. Miletic employed with the Des Plaines Park District. The Executive Director indicated that he would keep the Board informed as to the outcome of these proceedings.

## ADJOURNMENT

Commissioner Grady moved to adjourn the Executive Session at 10:30 p.m.

Commissioner Weber moved to second the motion.

Discussion: None

All Commissioners present voting in favor by acclamation in a voice vote.

APPROVED

Paul Cathey  
President

9-0-6 ABSENT 11/16/10  
John P. Hecker  
Secretary