

**DES PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
Tuesday March 17, 2020**

I. CALL TO ORDER/ROLL CALL

Commissioner Jana Haas called the Regular Meeting of the Board of Commissioners of the Des Plaines Park District to order at 7:01 p.m. Commissioners answering present via electronic communication to the roll call were, James Grady, Donald Rosedale, Erin Doerr, William Yates and President Haas. In attendance were Executive Director Donald Miletic.

Guests: None

II. CHANGES TO THE AGENDA: A Motion was made to eliminate Agenda Item 3, Agenda Item 4 and Agenda Item 6.

Motion to Change Agenda by: Commissioner Yates

Seconded by: Commissioner Rosedale

All in Favor

Yays:5 Nays:0

III. INTRODUCTIONS/PRESENTATIONS:

A. Community Honor Roll: Did not present at this meeting

B. Dedicated to Excellence: Did not present at this meeting

C. History Center: Did not present at this meeting

D. Senior Center: Did not present at this meeting

E. Des Plaines Friends of the Parks: Did not present at this meeting

IV. COMMENTS FROM THE COMMUNITY: None

V. APPROVAL OF THE CONSENT AGENDA

The following items are listed for consent agenda:

A. MINUTES – February 18, 2020

B. EXECUTIVE SESSION MINUTES – February 18, 2020

B.1 SPECIAL MEETING MINUTES– NONE

C. VOUCHER BILLS:

| | |
|-------------------|---------------|
| February 21, 2020 | \$ 670,363.95 |
| March 6, 2020 | \$ 260,616.42 |

D. PAYROLL:

| | |
|-------------------|---------------|
| February 14, 2020 | \$ 162,104.17 |
| February 28, 2020 | \$ 159,153.42 |

Commissioner Grady moved to approve the Consent Agenda as presented

Seconded by Commissioner Doerr

Roll call: Commissioner Doerr, Aye; Grady, Aye; Rosedale, Aye; Yates, Aye; President Haas, Aye.

Motion carried 5-0.

VI. M-NASR REPORT:

Did not present at this meeting

VII. MONTHLY REPORTS

A. EXECUTIVE DIRECTOR:

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

- Discussed the Maine Niles Association of Special Recreation Lease.
- Reviewed the role of the Pandemic Advisory Team and the decisions made over the last week including; using paid time from Friday March 20- Friday March 27. As a team, we will evaluate our policy that state vacation, sick or personal time will be used in case of emergency closure. Also determining staffing needs with staff. The Emergency Closure policy was reviewed and there are similar time off procedure happening at other Park Districts and in the community. We discussed closure of the Library, the School District, and our concerns of the financial impact. In addition how other districts are paying their employees until the end of the month.
- Executive Director Miletic reviewed his report in detail.

Discussion: Each commissioner weighed in on the COVID-19 closure and did feel the state would be doing something soon. In addition, to taking care of our employees the best we can, the discussed raised question on how to handle PTO or to pay staff. They directed the Executive Director to provide some figures on costs for part time staff too. Executive Director Miletic stated that we are having these part time staff file COVID-19 unemployment, as it would be easier to manage the process. We can always go back later and evaluate some things for these employees.

B. DEPUTY DIRECTOR:

Executive Director Miletic reviewed the information in Agenda Item 7-B and provided detail of his report.

Discussion: None

B.1 PARKS & PLANNING DEPARTMENT:

Executive Director Miletic reviewed the information in Agenda Item 7-B.1 and provided detail of each supervisors area of operations.

Discussion: None

B.2 RECREATION DEPARTMENT:

Executive Director Miletic reviewed the information in Agenda Item 7-B.2 and provided detail of each supervisors area of operations.

Discussion: None

C. BUSINESS DEPARTMENT

Executive Director Miletic reviewed the information in Agenda Item 7-C and provided detail of each supervisors area of operations.

Discussion: None

FINANCIAL REPORT

Executive Director Donald Miletic presented the monthly financial report and provided detail of each supervisor's area of operations.

Commissioner Grady **moved to accept the Financial Report for March 17, 2020 subject to audit and placing a copy on file.**

Seconded by Commissioner Rosedale.

Discussion: None

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

II. UNFINISHED BUSINESS: PLCC Indoor Pool

Executive Director Miletic reviewed the Indoor Pool Project Costs Spreadsheet.

Discussion: None

III. NEW BUSINESS:

A. Agenda Item 9-A: Approval of Park Board Policy & Ordinance Manual #20-02

Executive Director Miletic reviewed the information in Agenda Item 9-A.

Commissioner Doerr made the motion **“I move that the Des Plaines Park District Board of Commissioners approve the Park Board Policy & Ordinance Manual –Ordinance #20-02.”**

Seconded by Commissioner Rosedale.

Discussion: Commissioner Grady asked could we send the changes with the memorial pavilion to local groups and make sure the calendar on the website has information when pavilion is used. Miletic replied we will have updated copy on the website and will make sure the latest Marines recruiting group using the pavilion on June 13, 2020 will be on our calendar.

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

B. Agenda Item 9-B: Approval of Aquatic Center and Prairie Pass Memberships & Fees

Executive Director Miletic reviewed the information in Agenda Item 9-B.

Commissioner Rosedale made the motion **“I move that the Des Plaines Park District Board of Commissioners approve the 2020 Aquatic Center and Prairie Pass Memberships & Fees as presented.”**

Seconded by Commissioner Grady.

Discussion: Commissioners stated these memberships are great value and excited to get the pool up and running.

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

C. Agenda Item 9-C: Approval of Naming of Indoor Pool

Executive Director Miletic reviewed the information in Agenda Item 9-C.

Commissioner Doerr made the motion **“I move that the Des Plaines Park District Board of Commissioners approve the name of the indoor pool to Prairie Lakes Aquatic Center.”**

Seconded by Commissioner Rosedale.

Discussion: Prairie Lakes Aquatic Center is a fitting name for the facility. In addition, we need to modify the naming policy to incorporate name changes that are not controversial or need public input.

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

D. Agenda Item 9-D: Approval of Prairie Lakes Community Center Drive Rehabilitation Project

Executive Director Miletic reviewed the information in Agenda Item 9-D and said budget amount is less than expected, good numbers. Budgeted around \$145,000 and plan to budget \$115,000 in case there are any curbs or issues.

Commissioner Yates made the motion **“I recommend the Park Board of Commissioners approve the bid of Accu-Paving Co. in the amount of \$106,973.75 for the Prairie Lakes Community Center Drive Rehabilitation Project.”**

Seconded by Commissioner Grady.

Discussion: Commissioner Rosedale said there are always some extra costs with a project like this. Commissioner Grady said this is needed.

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

X. CORRESPONDENCE:

- A. State Senator Laura Murphy
- B. Des Plaines Garden Club
- C. Peter Murphy IAPD
- D. Eric Elias Foundation

XI. COMMISSIONER COMMENTS:

Commissioner Doerr: We had a good time at D62 event and Liponi. I hope this virus goes away quickly, Stay Safe everyone.

Commissioner Grady: Happy St Patrick Day! Stay Health and Well. Fun time at Liponi. Wash your hands.

Commissioner Yates: No Comments

Commissioner Rosedale: Stay Healthy, Had a family member's co worker that has been affected by COVID-19 and is in self quarantine.

President Haas: Stay very healthy. Thanked Executive Director Miletic for all he is doing. Please relay to staff to stay safe and we are concerned for them. We need to care for our people and do what

is right for the District. Commissioner Yates asked about Kallie, and President Haas said she is doing well next doctor visit was good.

XII. EXECUTIVE SESSION:

None

III. RETURN TO OPEN SESSION:

None

XIV. ADJOURNMENT

Commissioner Rosedale made a motion to adjourn the Park Board Meeting at 8:20 p.m.

Seconded by Commissioner Yates.

All in favor 5-0.

Motion carried 5-0.

APPROVED _____

President

Secretary