

**DES PLAINES PARK DISTRICT  
REGULAR PARK BOARD MEETING MINUTES  
October 18, 2022**

**I. CALL TO ORDER/ROLL CALL**

President Erin Doerr called the Regular Meeting of the Board of Commissioners of the Des Plaines Park District to order at 7:04pm 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 HR& Risk Management; Nicole Dale, Superintendent of Revenue Facilities; Brian Panek, Superintendent of Recreation; Joseph Weber, IT Manager; Jacob Vilches and Project Manager; Jeanette Berard Superintendent of Parks & Planning; Paul Guza was absent.

Guests: None

**II. CHANGES TO THE AGENDA:**

None

**III. PRESENTATIONS:**

None

**IV. COMMENTS FROM THE COMMUNITY:**

None

**V. APPROVAL OF THE CONSENT AGENDA**

The following items are listed for consent agenda:

- A. MINUTES- September 27, 2022
- B. EXECUTIVE SESSION MINUTES- NONE
  - B.1 SPECIAL MEETING MINUTES- NONE
- C. VOUCHER BILLS
  - September 02, 2022 \$ 475,084.04
  - September 16, 2022 \$ 273,686.14
  - September 30, 2022 \$ 393,352.62
- D. PAYROLL
  - September 09, 2022 \$ 189,510.12
  - September 17, 2022 \$ 195,633.03

**Commissioner Rosedale moved to accept the Consent Agenda with changes made to the Executive Session Minutes.**

Seconded by Commissioner Grady

Discussion: None

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

## **VI. M-NASR REPORT:**

None

## **VII. MONTHLY REPORTS**

### **A. EXECUTIVE DIRECTOR:**

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

Discussion: Commissioner Haas asked about the Park Patrol Program. Executive Director Miletic stated he will be working with the group who signed up this summer to meet during December/January for a plan for the upcoming summer. Looking to partner with the City of Des Plaines Police Chief and seeing if we can have a retired police officer on duty checking in on Lake Park, Arndt Park and Prairie Lakes throughout the summer. Commissioner Grady asked if there will be cameras installed at Arndt Park. IT Manager Vilches stated yes cameras will be installed on the buildings. Commissioner Haas asked about the status of the construction permits for the numerous projects that are underway. Executive Director Miletic provided the current timeline for each and stated he is working with elected officials to ensure these projects and permits move ahead. Suggested to for Park Board Commissioners to attend City Council meetings.

### **A.1 HISTORY CENTER REPORT**

Executive Director Miletic shared there is no History Center Report this month.

Discussion: None

### **A.2 FRIENDS REPORT**

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

Discussion: None

### **A.3 REVENUE FACILITIES**

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

Discussion: None.

### **B. DEPUTY DIRECTOR:**

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

Discussion: None.

### **B.1 SENIOR CENTER REPORT:**

Executive Director Miletic asked for questions on the report as presented in Agenda Item 9 – B.1.

Discussion: None

### **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: Commissioner Williams asked about Tyler's Promotion and new responsibilities.  
Commissioner Haas asked about the updated organizational chart and photos online.

## **C. BUSINESS DEPARTMENT**

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

Discussion: None

### **C.1 HUMAN RESOURCES & RISK MANAGEMENT**

Executive Director Miletic asked for questions on the report as presented in Agenda Item 9 – C.1

Discussion: None

## **FINANCIAL REPORT**

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

Commissioner Williams **moved to accept the Financial Report for October 18, 2022 subject to audit and placing a copy on file.**

Seconded by Commissioner Rosedale

Discussion: None

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

## **VIII. UNFINISHED BUSINESS:**

### **A. Arndt Aquatic & Recreation Facility**

Deputy Director Cathey provided an update on the project includes;

- Kids Around the world taking this playground – installation will be in Poland. Will be working with marketing for a press release on this program.
- Working to obtain city and MWRD permits
- Construction Manager has moved into the fieldhouse
- Fencing installed around construction site.

Discussion: None

### **B. Foxtail on the Lake**

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

Working on the Sprinkler System plan- it currently meets code. Hoping to not include a \$150K fire pump

Working on the HVAC and boiler systems

Working on the fire plan for the covered patio

Discussion: Commissioner support working with the alderman on these projects

### **C. Lake Opeka Shoreline**

Deputy Director Cathey provided an update on the project includes;

Tentative plan for each section of the lake.

Discussion: Commissioner Haas suggested increasing path size as we should anticipate more park visitors with the planned updates.

**IX. NEW BUSINESS:**

**A. Action Item 9 - A: Approval of Proposed 2023 Fee Increases for Golf Center & Lake Park**

Superintendent Panek reviewed the material presented in Agenda Item 9- A

Commissioner Grady made the motion **I move that the Des Plaines Park District Board of Commissioners approve I move the Park Board of Commissioners approve the 2023 proposed fees at the Golf Center and Lake Park, as presented”**

Seconded by Commissioner Williams

Discussion: Commissioner Grady asked about the resident breaks for ball. Superintendent Panek stated it is always \$.01 under the regular rate

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

**B. Action Item 9 - B: Denial of Refuse Contract Bids**

Director Cathey reviewed the material presented in Agenda Item 9- B

Commissioner Haas made the motion **I move the Park Board of Commissioners reject the lone bid from LRS for the District Refuse Contract and to rebid the project.”**  
Seconded by Commissioner Rosedale

Discussion: Commissioner Williams asked who our current provider is. Director Cathey stated Waste Management

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

**C. Action Item 9 - C: Approval of Golf Center Des Plaines Tee Up System Upgrade**

Superintendent Panek and IT Manager Vilches reviewed the material presented in Agenda Item 9- C, including a PowerPoint presentation on the upgrades, timeline and cost for the project.

Commissioner Grady made the motion **“I move that the Des Plaines Park District Board of Commissioners approve the revisions to the TEE UP project as presented.”**  
Seconded by Commissioner Haas

Discussion: President Doerr asked about those who do not want to use an app to download money and what are their options. Superintendent Panek stated there will no longer be cards but users can get a 6 digit code on a receipt from the front desk each time they would enter it at the station. Commissioner Williams asked if the app would provide you a look at the open number of bays. Superintendent Panek stated yes, it will show open stations. Commissioner Grady asked if there will be staff on duty to help during the change. Superintendent Panek stated yes. Commissioner Haas asked if we will own the software. IT Manager Vilches stated yes, it was in the updated scope of work and they cannot sell it.

**Roll call: Commissioner Grady, Aye; Haas Aye; Rosedale, Aye; Williams Aye; President Doerr, Aye**

**Motion carried 5-0-0.**

**D. Action Item 9 - D: Approval of Nepotism Policy Revision**

Superintendent Dale reviewed the material presented in Agenda Item 9- D

Commissioner Haas made the motion **“I move that the Des Plaines Park District Board of Commissioners approve the revisions to the Nepotism Policy as presented.”**

Seconded by Commissioner Rosedale

Discussion: Commissioner Haas asked if this applied to commissioners. Executive Director Miletic stated no. Commissioner Grady asked if they would be treated as independent contractors. Executive Director Miletic stated yes. President Doerr asked for more clarification on emergency use. Commissioner Williams asked if the board would be made aware of each occurrence. Executive Director Miletic stated no, will be handled in daily operations.

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

**X. CORRESPONDENCE:**

- A. Thank you: MNASR Donation
- B. Thank you: Self Help Closet & Food Pantry Donation

**XI. COMMISSIONER COMMENTS:**

**Commissioner Grady:** Happy Halloween, look forward to seeing everyone at Countryside after. Moving right along. Happy with the current events. We will work with the City and it will all be straightened out. These projects will be a success.

**Commissioner Haas:** Helping with the Venezuelan Friends since they first arrived at they need 24/7 care in the motels. Increasing backpack program to 107 and will be providing weekend snack packs.

**Commissioner Rosedale:** Looking at the City newsletter, lots of pictures of our parks. Will continue working with the city.

**Commissioner Williams:** Excited about the tee up system upgrade. Will be at city meetings to show support. We are all here for the residents.

**President Doerr:** Great meeting, thanks everyone!

**XII. EXECUTIVE SESSION:**

None

**XIII. RETURN TO OPEN SESSION**

None

**XIV. ADJOURNMENT**

Commissioner Grady made a motion to adjourn the Park Board Meeting at 8:52pm

Seconded by Commissioner Haas

**All in Favor, Opposed**

**Ayes: 5, Nays: 0**

**Motion Carried: 5-0-0**

APPROVED \_\_\_\_\_

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary