

**DES PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
TUESDAY, FEBRUARY 19, 2019**

I. CALL TO ORDER/ROLL CALL

Commissioner Don Rosedale called the Regular Meeting of the Board of Commissioners of the Des Plaines Park District to order at 7:00 p.m. Commissioners answering present to the roll call were Jim Grady, Jana Haas, Joe Weber, Bill Yates, and President Don Rosedale. In attendance were Executive Director, Don Miletic; Superintendent of Business, Barbara Barrera; Superintendent of Parks & Golf Operations, Paul Cathey; Superintendent of Recreation, Nick Troy; HR & Risk Manager, Nicole McNulty.

Guests: NONE

II. CHANGES TO THE AGENDA: Motion was made by Commissioner Haas to move Agenda Items 9-D, 9-E, and 9-F after Comments to Community. Seconded by Commissioner Grady.

III. INTRODUCTIONS/PRESENTATIONS:

A. History Center Update: None

B. Senior Center Update: None

C. Des Plaines Friends of the Parks: Paul Cathey informed the Park Board that the Friends of the Parks will be giving \$20,000 to Scholarship fund at the Park District so the Park District can help in distributing some of the funds. Also discussion about funding PowerPlay.

IV. COMMENTS FROM THE COMMUNITY: None

V. APPROVAL OF THE CONSENT AGENDA

The following items are listed for consent agenda:

A. MINUTES: January 15, 2019

B. EXECUTIVE SESSION MINUTES: January 15, 2019

C. VOUCHER BILLS:

January 11, 2019	\$ 220,688.20
January 25, 2019	\$ 160,556.97
February 8, 2019	\$ 127,467.53

D. PAYROLL:

January 18, 2019	\$ 140,957.34
February 1, 2019	\$ 155,157.04

Commissioner Weber moved to approve the Consent Agenda as presented.

Seconded by Commissioner Grady.

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

Motion carried 5-0.

VI. M-NASR REPORT:

Executive Director Miletic indicated we posted the MNASR Executive Director position; Sue will be working until June 2019.

VII. MONTHLY REPORTS

A. EXECUTIVE DIRECTOR:

Executive Director Don Miletic reviewed items contained in his written report, in addition to:

- Don Rosedale, Paul Cathey and I attended a legislative breakfast in Buffalo Grove on 3/1/19.
- The 40th Anniversary of Flight 191 will be on May 25th, and I will be there. There will be family and friends coming from all over the country. Gene is working on this with a few different groups.
- Community Honor Roll will be given to three outgoing Alderman on April 16, 2019 for all they do for recreation and for all the help they have provided the Park District.

Discussion: None

B. PARKS AND GOLF DEPARTMENT & OPERATIONS

Superintendent of Parks and Golf Operations Paul Cathey reviewed items contained in his written report.

Discussion: Commissioner Haas asked where did Robert Auten come from? Commissioner Grady asked about the netting claim and some leaking at PLCC. Commissioner _____ asked about Sensory Room. Superintendent Cathey answered all the questions.

C. BUSINESS DEPARTMENT

Superintendent Barbara Barrera reviewed items contained in her written report.

Discussion: Commissioner Grady asked questions Open Meetings Act and Freedom of Information trainings and if there is a certificate. Superintendent Barrera answered the question.

FINANCIAL REPORT

Superintendent of Business Barbara Barrera presented the monthly financial report.

Commissioner Grady moved to accept the Financial Report for January 2019, subject to audit and placing a copy on file.

Seconded by Commissioner Weber.

Discussion: None.

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

Motion carried 5-0.

D. RECREATION DEPARTMENT & OPERATIONS

Superintendent of Recreation Nick Troy reviewed items contained in his written report.

Discussion: Commissioner Haas asked a question and made some comments about how great Dance Idol was. Commissioner Grady mentioned Dance Idol too. Superintendent Troy answered questions.

VIII. UNFINISHED BUSINESS: Executive Director Miletic passed the discussion to Superintendent Barrera regarding the Prairie Lakes Indoor Pool Spreadsheet. We will look to have ground breaking as soon as we can, but will not be holding up progress to take pictures.

IX. NEW BUSINESS:

Agenda Item 9-A: Cumberland Terrace/Des Plaines Manor IDNR Bike Path Grant

Executive Director presented his memo on the Cumberland Terrace/Des Plaines Manor IDNR Bike Path Grant.

Commissioner Yates made the motion "I move that the Des Plaines Park District Board of Commissioners approve to file an application for the Illinois Bicycle Path Grant Program"

Seconded by Commissioner Weber.

Discussion: None.

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

Motion carried 5-0.

Agenda Item 9-B: Centennial Park Construction Bids

Superintendent Paul Cathey presented his report and informed the Park Board this was the best turnout we have had in a long time.

Commissioner Weber made the motion “I move the Park Board of Commissioners approve the base bid submitted by Hacienda Landscaping, Inc. in the amount of \$96,745”

Seconded by Commissioner Yates.

Discussion: None.

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

Motion carried 5-0.

Agenda Item 9-C: Centennial Park Playground Equipment RFP’s

Superintendent Paul Cathey presented his report.

Commissioner Haas made the motion “I move the Park Board of Commissioners approve the RFP of Parkreation (Little Tykes) in the amount of \$70,282.45 for the Centennial Park playground.”

Seconded by Commissioner Grady.

Discussion: Commissioner Haas commented on the new Zip Line that will be at this park.

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

Motion carried 5-0.

Agenda Item 9-D: Full-Time Salary Administration 2019/2020

HR & Risk Manager Nicole McNulty presented her report in detail.

Commissioner Haas made the motion “I move that the Board of Park Commissioners approve the full-time employees Salary Pool increase and Quartile Adjustments for 2019/2020 in the amount of \$80,025.28.”

Seconded by Commissioner Yates

Discussion: Commissioner Grady asked about the Salary Pool that is given and how we evaluate performance. Staff answered questions.

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

Motion carried 5-0.

Commissioner Haas made the motion “I move that the Board of Park Commissioners approve the Salary Structure for 2019/20, as presented.

Discussion: None.

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

Motion carried 5-0.

Agenda Item 9-E Employee Health, Dental, Vision Insurance, and Life Benefits for 2019/20

HR & Risk Manager Nicole McNulty presented her report in detail.

Commissioner Weber made the motion “I move that the Board of Commissioners approve the Health, Dental, Vision and Life Insurance coverages, as presented

Seconded by Commissioner Grady.

Discussion: None.

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

Motion carried 5-0.

Agenda Item 9-F: Revisions to the Employee Handbook

HR & Risk Manager Nicole McNulty presented her report in detail.

Commissioner Grady made the motion, "I move that the Des Park District Board of Commissioners approve the revisions to the 2019 Employee Handbook as presented."

Discussion: xxx.

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

Motion carried 5-0.

X. CORRESPONDENCE:

Executive Director presented a few thank you emails.

XI. COMMISSIONER COMMENTS:

Commissioner Weber: Was able to attend Dance Idol, Daddy Daughter dance, great job.

Commissioner Grady: Dance Idol was jam packed, great event.

Commissioner Haas: Spoke about staff pitching in for the Polar Vortex, great job at Dance Idol.

Commissioner Rosedale: Spoke of a letter that went to staff thanking them for working Polar Vortex and the dedication they gave as we needed to be open at our facilities due to warming shelter and contractual agreements. Also went to Ribbon Cutting of new dance room, looks great.

XII. EXECUTIVE SESSION:

Commissioner Haas 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 at 8:23 p.m.

Seconded by Commissioner Grady.

All in favor 5-0.

Motion carried 5-0.

XIII. RETURN TO OPEN SESSION:

Commissioner Grady made a motion to close Executive Session and return to open session at 10:18 p.m.

Seconded by Commissioner Yates.

All in favor 5-0.

Motion carried 5-0.

XIV. ADJOURNMENT

Commissioner Grady made a motion to adjourn the Park Board Meeting at 10:18 p.m.

Seconded by Commissioner Yates.

All in favor 5-0.

Motion carried 5-0.

APPROVED _____

President

Secretary