

**DES PLAINES PARK DISTRICT  
REGULAR PARK BOARD MEETING MINUTES  
MAY 21, 2024**

**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 Williams, Commissioner Erin Doerr, Commissioner James Grady, Commissioner Don Rosedale, and President Jana Haas.

In attendance were the Executive Director, Donald Miletic; the Deputy Director, Paul Cathey; the director of Business, Annette Curtis; the superintendent of Revenue Facilities, Brian Panek; the superintendent of Administration, April Lohr; the superintendent of Recreation, Joseph Weber; the superintendent of Parks and planning, Paul Guza; and the Superintendent, Nicole Dale, all of whom play crucial roles in the park district.

Guests: Peter Curtis, Drew Curtis, Percilla Kretekos

**II. CHANGES TO THE AGENDA:**

None

**III. PRESENTATIONS:**

Dedicated to Excellence Award: Recipient Director of Business, Annette Curtis

**IV. COMMENTS FROM THE COMMUNITY**

None

**V. APPROVAL OF THE CONSENT AGENDA**

The following items are listed for the consent agenda:

- A. MINUTES –April 16, 2024
- B. EXECUTIVE SESSION MINUTES - None
- B.1 SPECIAL MEETING MINUTES - None
- C. VOUCHER BILLS:
  - April 12, 2024           \$ 442,705.05
  - April 15, 2024           \$ 115,767.54
  - April 26, 2024           \$ 364,221.54
- PAYROLL:
  - April 05, 2024           \$ 206,949.39
  - April 19, 2024           \$ 215,259.69

**Commissioner Doerr moved to accept the Consent Agenda.**

Seconded by Commissioner Grady

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

**VI. M-NASR REPORT:**

Superintendent Weber reviewed items contained in the written report 6-A in addition to the following:

- July 20<sup>th</sup> Liponi Foundation Event Chicago Dogs at 6 pm, Impact Field Rosemont

Discussion: None

## **VII. MONTHLY REPORTS**

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

Executive Director Don Miletic reviewed items contained in the written report A & A.1, in addition to:

- Prarie Lakes Wellness Pool is being shocked by an earlier incident
- June 14, 2024: Golf outing for the Frisbie Senior Center Fundraiser. Spots are still open if any member is interested.
- Due to recent weather changes, the ALC dance rooms experienced temperature fluctuations. Staff are monitoring the temperature every two hours to ensure a comfortable environment.
- Arndt's grand opening is May 25, 2024. Activities start at 10 a.m., and the picture and ribbon cutting will be at 10:30 a.m. Admission begins at 11 a.m. The pool will be free to residents the entire weekend, with an additional discount for season passes sold on Saturday.
- Working with the city to expand the Lakeview Center parking lot. Additionally, we are waiting on funds before moving forward.
- A lot of projects, pool openings, and summer staff training are going on.

Discussion: Commissioner Grady asked how much the parking lot would cost. Executive Director Miletic said it will be close to \$90,000.00. Commissioner Grady asked about employee parking and the lighting for safety. Director Miletic reassured Commissioner Grady that there is plenty of lighting.

### **A.1 ADMINISTRATION:**

Superintendent April Lohr reviewed items contained in the written report A.1 in addition to:

- Administration: Submitted the Decennial Efficiency Report to the county, preparing to send in grant reimbursements for slightly over 1M during our next reporting period, preparing for the grand opening of Arndt Park with invitations sent to State and Local officials with a small reception to follow.
- Marketing: Website review with department staff to clean up web pages, Summer Brochure has been delivered, Playbook arrived in homes on May 13, and Lindsey Kuffell has joined the marketing team for additional summer help.
- Friend of the Des Plaines Park District: We met on May 1. Katherine Williams has stepped up as interim VP to replace Jeanette Berard, and Golf is in the dark. Planning and prep are underway.

Discussion: Both Commissioner Grady and Williams suggested communicating the amount of money we have obtained in grant dollars and the number of projects we have been able to produce for the community without a referendum or going into long-term debt.

### **A.2 REVENUE FACILITIES:**

Superintendent Brian Panek reviewed items contained in the written report A.2, in addition to:

- FY up \$451,893.28 in revenues for all three golf facilities compared to last year.
- Yoga Room Updates: Very close to opening. Mirrors will be installed this week. Classes should begin soon.
- Flight 191 Memorial: 2:30-3 pm Saturday, May 25, 2024.
- Memorial Day Ceremony: 11 am Monday, May 27, 2024.

Discussion: Commissioner Doerr asked if a yoga instructor has been identified. Superintendent Panek confirmed that instructors had been identified.

### **A.3 RECREATION:**

Superintendent Joseph Weber reviewed items contained in the written report A.3, in addition to:

- Staff: Reviews are completed, and daily check-ins continue
- Projects: Completing field checks and facility walk-throughs weekly. Getting updates on Arndt Pool project statuses. Mystic is having all orders placed, and work on the splash pad and pipe sleeve should be completed
- Programs & Events: Staff are planning and executing 5/11 Picklepallozza 25 teams at Chippewa; 5/23 ERC Events Summer Kickoff 3:30-5:30p; 5/25 Arndt Grand Opening 10am start 10:30 ribbon cutting. 6/1 Kiwanis Cup, 6/1 Mystic Opening
- District 62 IGA talks are going well.

Discussion: Commissioner Haas commented on the beautiful splash pad resurfacing. Additionally, she asked about the new Aquatic art panels, which Superintendent Weber said would be installed soon.

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

Deputy Director Paul Cathey reviewed items contained in the written report B & B.1, in addition to:

- Pathway replacement and repairs have been done at Arndt, along with site grading improvements for drainage. The pool has been filled, and we are working on preparing for opening day.
- The Lake Park shoreline project is well underway. Sheet pile installation is underway on the north end of the lake. Fortunately, the machine can push the sheets, and they do not have to use the hammer, so it is a quiet operation. The shoreline to the south is being worked on simultaneously, and progress with removing existing concrete is going well. Rip rap has been installed in a large section of the east shoreline, and an aquatic planting shelf has been installed.
- Dennis Wodka is our new Special Projects Supervisor. We are excited to have him on board and think he will be a great fit with our team. Dennis has extensive construction experience.
- The Mystic Wasters splash pad surfacing project is scheduled for May 12<sup>th</sup>. Staff have been painting the play structure, and we have installed new graphics on the bottom panels. Bonnie did a great job with this!

Discussion: Commissioner Haas commented on the progress at the shoreline. She said it looks great and is moving fast. Executive Mitetic said the goal is to finish the south and east sides not to impede Fall Fest.

### **B.1 PARK AND PLANNING:**

Superintendent Paul Guza reviewed items contained in the written report B.1, in addition to:

- Vandalism Report details
- Contract Mowing update: Marty's Landscaping is doing a great job and helping staff keep up with the ground maintenance.
- Pool opening update: Arndt is filled and operating great. Chipawee had a few pipe issues, but they are filled, and the pipes will be fixed this week. Mystic will begin being filled next week.

Discussion: Executive Director Miletic added that the parking lot at Mountain View would be resurfaced this year and that the tennis courts at Mystic Waters are being evaluated for need and whether additional parking is more vital.

**C. BUSINESS DEPARTMENT:**

Director of Business Annette Curtis reviewed items contained in her written report C in addition to:

- Preliminary fieldwork
- Accounts Receivable onboarding
- Sent public hearing notice for the FY 2025 Budget to the Journal and Topics. The budget is currently open for public inspection at ALC

Discussion: President Haas asked why the revenue taxes were down from last year. Executive Miletic said he would find the answer.

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

Superintendent Nicole Dale reviewed items contained in her written report C.1, in addition to:

- Paycom update – working on staff permission and general ledger. Sending over various reports.
- Recruitment update: We are hiring Landscape I and Landscape II. Scott Sullivan was promoted to Assistant Landscape Supervisor. Dennis Wodka, Special Projects Supervisor, started 5/13.
- Ellie and I attended IPRA’s Diversity Education Institute

Discussion: None

**C.2 FINANCIAL REPORTS**

**Commissioner Grady moved to approve the financial report for May 21, 2024, and place a copy on file.**

Second by Commissioner Williams

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

**Motion carried 5-0-0**

**VIII. UNFINISHED BUSINESS:**

**A. Algonquin Bridge Road Grade Separation**

No new information to report.

Discussion: Director Miletic addressed the board with a request from a community member to place a sign opposing the bridge on the park district property facing Algonquin Road. Commissioner Williams said the Park District ordinances prevent political signage on Park District property. The board agreed that although the senator aligns with their concern about the bridge, it would be inappropriate for a sign to be placed on the park district property.

**B. Annual Reorganization of the Park District Board of Commissioners**

**1. Nominations for President:**

Executive Director Miletic asked if there were any nominations for Board President.

Commissioner Doerr nominated Eli Williams for President for Fiscal Year 2024/2025.

Seconded by: Commissioner Grady

**Discussion: None**  
**All in Favor, Opposed**  
**Ayes: 5 Nays:0**

**Executive Director Miletic asked if there were any other nominations for Board President. Hearing None, I am asking for nominations for President to be closed.**

**Motion by: Commissioner Doerr**

**Seconded by: Commissioner Grady**

**Discussion: None**  
**All in Favor, Opposed**  
**Ayes: 5 Nays:0**

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

**Executive Director Miletic requested a motion and second to elect Eli Williams as Board President of the Des Plaines Park District Board of Commissioners for Fiscal Year 2024/2025.**

**Commissioner Doerr moved to elect Eli Williams, President of the Park Board of Commissioners, from May 21, 2024, through Unfinished Business on May 20, 2025.**

**Seconded by: Commissioner Grady**

**Discussion: None**  
**All in Favor, Opposed**  
**Ayes: 5 Nays: 0**

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

**2. Nominations for Vice-President:**

**President Williams asked if there were any nominations for Board Vice President.**

**Commissioner Haas nominated James Grady for Vice President for Fiscal Year 2024/2025.**

**President Williams asked if there were any other nominations for Vice President. Hearing None, I am asking for nominations for Vice President to be closed.**

**Motion by: Commissioner Haas**

**Seconded by: Commissioner Doerr**

**Discussion: None**  
**All in Favor, Opposed**  
**Ayes: 5 Nays:0**

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

**President Williams requested a motion and second to elect James Grady as Vice-President of the Des Plaines Park District Board of Commissioners for Fiscal Year 2024/2025.**

**Commissioner Haas moved to elect James Grady as Vice President of the Park Board of Commissioners from May 21, 2024, through Unfinished Business on May 20, 2025.**

**Seconded by: Commissioner Doerr**

**Discussion: None**

**All in Favor, Opposed**  
**Ayes: 5 Nays:0**  
**Motion carried 5-0-0.**

**3. Nominations for Treasurer:**  
**President Williams asked if there were any nominations for Board Treasurer.**

**Commissioner Haas nominated Erin Doerr for Treasurer for Fiscal Year 2024/2025.**

**President Williams asked are there any other nominations for Board Treasurer?**  
**Hearing None, I am asking for nominations for Treasurer be closed.**

**Motion by: Commissioner Haas**

**Seconded by: Commissioner Grady**

**Discussion: None**

**All in Favor, Opposed**

**Ayes: 5 Nays:0**

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

**President Williams requested a motion and second to elect Erin Doerr as Board Treasurer of the Des Plaines Park District Board of Commissioners for Fiscal Year 2024/2025.**

**Commissioner Haas moved to elect Erin Doerr as Treasurer of the Board of Commissioners for the period May 21, 2024, through Unfinished Business on May 20, 2025**

**Seconded by: Commissioner Grady**

**Discussion: None**

**All in Favor, Opposed**

**Ayes: 5 Nays:0**

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

**4. Board Appointments:**

**President Haas made the following appointments for the following committees:**

- 1. Executive Director – Donald Miletic**
- 2. Attorney Park District Legal – Andrew Paine; Tressler LLC**
- 3. History Center Representative –Annette Curtis**
- 4. Senior Center Representative – Paul Cathey & Donald Miletic**
- 5. Board Secretary – Donald Miletic**
- 6. M-NASR Representative – Joseph Weber**
- 7. Des Plaines Friends of the Park – Brian Panek & April Lohr**

**Commissioner Rosedale moved to approve the appointments for Fiscal Year 2024/2025.**

**Seconded by: Commissioner Grady**

**IX. NEW BUSINESS:**

**None**

**X. CORRESPONDENCE:**

- A. Thank you: Joanne Ross - Email
- B. Thank you: Maryville Academy
- C. Thank you: Des Plaines Chamber of Commerce
- D. Thank you: Jim Fitz Foundation

Discussion: None

**XI. COMMENTS FROM THE COMMUNITY:**

None

**XII. COMMISSIONER COMMENTS:**

**President Williams:** Excited for the weekend of activity. I am looking forward to the pools opening.

**Commissioner Doerr:** I am thrilled with Director of Business Annette Curtis's choice to be given the Dedicated to Excellence award and to have her family here. She also agreed with her comments on having a nice board.

**Commissioner Grady:** Squeezed in a quick nine holes at the Golf Center. The course was looking sharp! Commissioner Grady also noticed the improved steps – he's a big fan.

**Commissioner Rosedale:** He is also very impressed with the stairs at the Golf Center.

**Commissioner Haas:** This year has gone by very fast. I wish President Williams luck in the next year. Shoreline and Mystic are looking great. Commissioner Haas handed out the Community Back Pack calendar to help get the word out about the cause of assisting in feeding and providing essentials for those students in need.

**XIII. EXECUTIVE SESSION: None**

**XIV. ADJOURNMENT**

Commissioner Grady motioned to adjourn the Park Board Meeting at 7:15 p.m.

Seconded by Commissioner Doerr

**All in Favor, Opposed**

**Ayes: 5, Nays: 0, Absent: 0**

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

APPROVED \_\_\_\_\_

  
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 President

  
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 Secretary

