ORIGINAL

DES PLAINES PARK DISTRICT
REGULAR PARK BOARD MEETING MINUTES
AUGUST 19, 2025

I. CALL TO ORDER/ROLL CALL

President James Grady called the Regular Meeting of the Des Plaines Park District Board of Commissioners to order at 6:00 pm. Commissioners answering present to the roll call in person were Commissioner Erin Doerr, Commissioner Eli Williams, Commissioner Jana Haas and President James Grady.

Staff in attendance were Executive Director, Donald Miletic; Director of Business, Annette Curtis; Director of Facilities and Recreation, Brian Panek; Director of Parks & Planning, Aurelio Marquez; Superintendent of Recreation, April Lohr; Superintendent of Revenue Facilities, Joseph Weber; Superintendent of Administration, Liz Vinakos; Administrative Assistant, Julie Bohannon.

Guests: Alan Osinski, Jessica Torres, Joshua Ennis, Deb Lester, Marian Cosmides, Alexandria Ostrowski

II. CHANGES TO THE AGENDA: None

III. PRESENTATIONS: None

IV. COMMENTS FROM THE COMMUNITY:

Alexandria Ostrowski and Deb Lester expressed their appreciation to the Park District for the added early morning lap swim times at Arndt Pool and commended staff members Ava & Heathrow for doing a wonderful job. They would like this service to continue as it has in the past.

Marian Comides stated that she loves the new dog park and said good things come to those who wait. She also thanked the District for doing a fantastic job on the dog park.

V. APPROVAL OF THE CONSENT AGENDA

The following items are listed for the consent agenda:

A. MINUTES – August 19, 2025
B. EXECUTIVE SESSION MINUTES –
B.1 SPECIAL MEETING MINUTES - NONE
C. VOUCHER BILLS:

July 02, 2025	$	334,506.56
July 18, 2025	$	563,531.20
PAYROLL:		
July 11, 2025	$	512,788.36
July 25, 2025	$	527,253.39

Commissioner Haas "I move to accept the Consent Agenda."

Seconded by Commissioner Williams

Discussion: None

Roll call: Commissioner Doerr, Aye; Grady, Aye; Williams, Aye;
Ayes: 4, Nays: 0, Absent: 0
Motion Carried: 4-0-0

VI. M-NASR REPORT:

Director Miletic discussed items in the MNASR Report.

Discussion: None

VII. MONTHLY REPORTS

A. EXECUTIVE DIRECTOR:

Executive Director Miletic reviewed items contained in the written report. In addition, he reviewed the following:

- ALC Air conditioning project due for completion mid-September.
- Discussion with City Manager Dorothy Wisniewski regarding the condition of Craig Manor and requesting the city wrap up construction.

Discussion: Commissioner Williams inquired if there was any new information from the mechanical company regarding ALC air conditioning. Executive Director Miletic stated that air conditioning units can be expanded in the wings of the building and that we are working to retro fit the old air handling system. We may be able to complete the project without power upgrades, saving the district a lot of money. Commissioner Haas asked about the potential use of solar panels. Director Miletic responded that there are currently no grants available but he does look into the option periodically. Miletic added he will be looking into more grants and the best location at this time would be at Prairie Lakes. Commissioner Haas stated it would be good to have for environmental policy and Miletic state we do have in our Strategic Plan to incorporate solar, just hoping for grants. Commissioner Doerr asked if Dance classes will resume at ALC. Director Panek confirmed that Dance classes will be held at PLCC until 9/22/25.

A.1 ADMINISTRATION: Superintendent Elizabeth Vinakos reviewed items contained in her written report A.1 in addition to:

- Began employment on July 28th and have been progressing through onboarding process for my role.
- Assisted with Business Department activities in absence of superintendent.
- Provide Board with an update on scholarship awards.
- Completed OMA and FOIA Training along with working on safety initiatives and PDRMA requirements.

Discussion: NONE.

B. REVENUE FACILITIES AND RECREATION: Director Brian Panek reviewed items contained in his written report B., in addition to:

- Aquatics
  - Mystic broke 500,000 for July
  - Arndt Pool update
  - Staffing through Labor Day
- Turf Repair at Golf Center
- Dance Classes at PLCC

Discussion: Commissioner Williams commented on how nice the new patio furniture looks at Lake Park Clubhouse and inquired about seating area hours, as well as how we are preventing theft of the furniture at night. Director Panek said that for now the furniture is locked up at night as the seating area follows the club house hours. Executive Director Miletic stated that a fence is going to be installed that will lock the golf course from being anyone entering after hours..

B.1 REVENUE FACILITIES: Superintendent Joseph Weber for report B.1:

- Glow Golf 9/27
- Great numbers for Golf Center and Mt. View as it has become cooler.
- A tree was struck by lighting and fire department were able to put it out.

Discussion: Commissioner Williams asked if everything was set with Abbott for Fall Fest. Superintendent Weber confirmed yes. Executive Director Miletic added they require three police officers in patrol cars for us to use the lot over the weekend.

B.2 Recreation: Superintendent April Lohr for report B.2:

- Fitness Expansion – Prairie Lakes Community Center
- Reviewed legal and board policy updates suggested by Distinguished Agency mentor.
- Posted **Athletics Supervisor** position following Luke Weismann's departure to Lemont Park District. Hired **Shelley Holmes** as Marketing Supervisor.

Discussion: President Grady asked if the cause of the PLCC ceiling leak from today had been identified. Superintendent Lohr responded that she would get an answer and get back to President Grady.

C. PARKS & PLANNING DEPARTMENT: Director Aurelio Marquez for report C:

- Oversaw the successful opening of Blackhawk Dog Park, ensuring all operational elements were in place. Planning for more amenities to be built in house and installed.
- Coordinated the reopening of the renovated DiMucci-Lowenberg Park.
- Met with locker fabricators to review design proposals and options for the PLCC renovation project.
- Completed the shoreline patio punch list.

Discussion: Commissioner Grady asked if the new lockers at PLCC would be the same. Director Marquez advised that the new lockers will be straight across, double stacked, with combination locks. President Grady inquired if the water in Lake Opeka was holding up and if we were planning to stock the lake. Director Marquez replied yes that the water is okay and Executive Director Miletic stated there is an agreement with IDNR for stocking.. Commissioner Haas inquired if the Lake Opeka fountain had been repaired. Executive Director Miletic replied that the fountain was unable to be fixed in-house and had to be sent to the manufacturer for repairs. Commissioner Doerr asked about storm damage which was determined to be 2 trees and some netting at the Golf Center. Commissioner Haas asked if a police report had been filed for all of the damaged trash cans. Director Marquez replied that the damages were all caused smoldering fireworks and a police report was not needed, as we overall had not much damage after the 4th of July.

D. BUSINESS DEPARTMENT: Director Annette Curtis, for report D in addition to:

- Office Evolution- Over the last very years IT has been busy updating systems, and processes. We refer to this effort as Office Evolution. And the next step is introducing Office 365. Office 365 has many features that will change the way DPPD communicates and works together. To fully implement Office 365, it's a huge project, so we are breaking into smaller pieces addressing needs first. Up first will be email and Microsoft office products such as word, excel, power point. Adam created an internal website there staff can find resources and help guides to assist with the transition.
- The audit is a work in processes, I'm currently reviewing the first draft. So far everything has gone smoothly. There were a few question around payroll, which was to be expected with the introduction of Paycom.
- Ellie and I are holding thing together in Nicki's absences. End of season staff off boarding directions have been given to supervisors. The process is slightly different in Paycom. We are also, working to on board a few new staff. Hailey Becker, Assistant Recreation Supervisor will start 08.18, Michelle Holmes Marketing Supervisor will start 08.25. David Chavez Solano is our new Building Custodian he started July 27th,
- Fall Fest planning is under way.

Discussion: President Grady asked if new hire Chavez Solano would be filling in for David Guzzard while on leave. Director Curtis confirmed yes.

D.1 HR & Risk: Nicole Dale not in attendance.

D.2 FINANCIAL REPORTS:

Commissioner Haas moved to approve the Financial Reports for August 19, 2025, and place a copy on file.

Seconded by: Commissioner Doerr
Discussion: None

Roll call: Commissioner Haas, Aye; Doerr, Aye; Grady, Aye; Williams, Aye;
Ayes: 4, Nays: 0, Absent: 0
Motion Carried: 4-0-0

VIII. UNFINISHED BUSINESS:

A. Algonquin Road Bridge – Discussion Only

Discussion: Executive Director Miletic noted that he reached out to the City Manager and was told she has a draft of the study. It should be sent to Executive Director Miletic once the City has time to review it properly.. He will pass it onto the Park Board and it is their decision on how they would like staff to proceed.

IX. NEW BUSINESS:

A. **Action Item 9 – A: Approval of Park Board Policy and Ordinance #25-06**
Executive Director Miletic went over the proposed changes to the Park Board Manual that were minor and needed for Distinguished Agency.

Motion by Commissioner Doerr: "I move that the Board of Commissioners approve Ordinance #25-06 Amended Park Board and Policy Manual as presented."
Second by: Commissioner Williams
Discussion: Commissioner Haas asked if we have a procedure for overnight parking.
Executive Director Miletic explained that he is to be contacted for permission to park overnight and releases a formal letter to be placed inside the vehicle.

Roll call: Commissioner Haas, Aye; Doerr, Aye; Grady, Aye; Williams, Aye;
Ayes: 4, Nays: 0, Absent: 0
Motion Carried: 4-0-0

B. Action Item 9 – B: Approval of Prairie Lakes Fitness Center Expansion Project

The Project was discussed by Director Marqeuz and Executive Director Miletic. We do plan on going with the lowest bidder and vetted both of the lowest two bidders. We did require the lowest bidder to use all Union Laborers and will be on site daily to review progress. Executive Director Miletic said that many Park District have had delays on projects due to work labor issues. We are hoping for early 2026 completion. This project has been advertised with large boards on display for residents at the ALC and PLCC. In addition we posted with social media which is our best way to communicate with residents. Director Marquez did say he visited a site in Woodstock that the lowest bidder was working on.

Motion by Commissioner Williams: "I move the Park Board of Commissioners award the bid from Kandu Construction Inc. of Skokie IL in the amount of $1,567,000.00 for the Prairie Lakes Community Center Renovation/Addition project as presented."
Second by: Commissioner Doerr

Discussion: President Grady asked if the architect and Kandu are working together on ventilation. Director Marquez responded yes and that we are using the existing system and making modifications. Commissioner Doerr asked if the modifications are included in the cost. Director Marquez confirmed yes. Commissioner Haas asked if all fixtures in the locker rooms would be new. Director Marquez advised that some fixtures will remain and some will be new. The Park District does have some owner items that they will handle in-house. Commissioner Grady asked if the sprinkler system will be coordinated with the City. Executive Director Miletic responded that everything has been approved by the City but the fire department will ultimately have the final say.

Roll call: Commissioner Haas, Aye; Doerr, Aye; Grady, Aye; Williams, Aye;
Ayes: 4, Nays: 0, Absent: 0
Motion Carried: 4-0-0

X. CORRESPONDENCE:

A. **Thank you from Laura Raney Forest View High School Reunion**
B. **Thank you from Ellen Motschman**
C. **Appreciation for Dimucci from Tom & Pat Warner**

XI. COMMENTS FROM THE COMMUNITY: None

XII. COMMISSIONER COMMENTS:

President Grady: The new Dimucci Park is well liked and a lot of people have been visiting. Visited the Blackhawk dog park to speak with patrons and received positive feedback. August 23rd is my 50-year wedding anniversary.

Commissioner Doerr: Is very happy the 2 pools will be open until Labor Day. Was impressed by the MNASR mini golf and is proud of the MNASR program. Attended a Dogs game and the Izaak Walton pig roast with Jana.

Commissioner Hass: Apologized for missing the July meeting. Requested more double checks on event dates as the District listed the wrong date for a summer concert. Requested a time slot in the Fall Fest Beer tent for Saturday evening.

Commissioner Williams: Thanked staff for an excellent pool season and for the great job in dealing with issues at Arndt pool. Commended the staff on a great job with the new dog park and is disappointed in the City with regards to Craig Manor.

XIII. EXECUTIVE SESSION:

Commissioner Doerr 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 7:12pm

Seconded by Commissioner HaasAll in Favor, Opposed
Ayes: 4, Nays: 0, Absent:0
Motion Carried: 4-0-0

XV. ADJOURNMENT

Commissioner Haas made a motion to adjourn the Park Board Meeting at 7:46pm

Seconded by Commissioner Williams
All in Favor, Opposed
Ayes: 4, Nays: 0, Absent:0
Motion Carried: 4-0-0

APPROVED

James P. Grady
President

Secretary