**DES PLAINES PARK DISTRICT**
**EXECUTIVE SESSION MINUTES**
**TUESDAY FEBRUARY 15, 2022**

The Des Plaines Park District Board of Commissioners made a motion by Commissioner Doerr and second by Commissioner Haas to enter into Executive Session on February 15, 2022 5:57 p.m.in the David L. Markworth Board Room of the Administrative & Leisure Center in accordance with the Park District Code 70 ILCS 1205 Paragraph 120, pertaining to matters related to personnel, review of closed session minutes, semi-annual review of closed session minutes, litigation or the setting of a price for sale or lease of property owned by the Des Plaines Park District, or the purchase of property. Commissioners present included Commissioners Williams, Commissioner Doerr, Commissioner Haas, Commissioner Grady, and President Rosedale. In addition to Executive Director Miletic, Nicole McNulty and Annette Curtis were present.

**PERSONNEL**
Superintendent of HR & Risk Nicole McNulty presented three different areas of the Salary Administration Package for DPPD. She discussed the following:

1) Position/Titles and Salary Structure for 2022
2) Salary Pool for 2022
3) Health, Dental, Vision, & Life Insurance for 2022

**ACTION TO RETURN TO OPEN SESSION**
Commissioner Grady to close Executive Session and Return to Open Session at 6:39 p.m. Commissioner Williams moved to second the motion with Commissioners voting in favor by acclimation.

APPROVED 5-0-0

President

Secretary

**DES PLAINES PARK DISTRICT**
**EXECUTIVE SESSION MINUTES**
**TUESDAY APRIL 19, 2022**

The Des Plaines Park District Board of Commissioners made a motion by Commissioner Doerr and second by Commissioner Haas to enter into Executive Session on April 19, 2022 8:52 p.m.in the David L. Markworth Board Room of the Administrative & Leisure Center in accordance with the Park District Code 70 ILCS 1205 Paragraph 120, pertaining to matters related to personnel, review of closed session minutes, semi-annual review of closed session minutes, litigation or the setting of a price for sale or lease of property owned by the Des Plaines Park District, or the purchase of property. After a short break the commissioners began executive session at 9:01 pm Commissioners present included Commissioners Williams, Commissioner Doerr, Commissioner Haas, and President Rosedale. Commissioner Grady was absent. Staff included Executive Director Miletic and Superintendent of Revenue Facilities Brian Panek

## REAL ESTATE

Executive Director Miletic gave an update about the potential sale of Club Casa. Miletic was informed by someone in the City of Des Plaines there might be some interest in a new owner. I was not aware and then Superintendent Panek was approached. We had discussions with a potential new buyer that wanted to move quickly and was talking to current owner of Club Casa. I said we would bring this to the Park Board and also discuss a recommend figure for the License Agreement. We indicated there will be a large increase due to inflation and high costs of utilities. Currently the monthly rent is way under market.

Superintendent Panek is aware of one of the potential investors very well and operates a Restaurant at another Park District Golf Course, the other owns a restaurant in LaGrange. We felt comfortable if they want to transition to Club Casa except for terms. Club Casa owner did indicate to potential buyers, he wishes to simplify his life and get out of one business and has been making good profits at Club Casa.

Attached are the Terms that were presented and Executive Director Miletic recommended to Park Board and if agreed we would come out of Executive Session and approve in open session.

## ACTION TO RETURN TO OPEN SESSION

Commissioner Doerr to close Executive Session and Return to Open Session at 9:28 p.m. Commissioner Haas moved to second the motion with Commissioners voting in favor by acclimation.

APPROVED 4-0-1

President

Secretary

# New Restaurant Terms - Golf Center

| Current Club Casa Terms to be extended | | | |
|---|---|---|---|
| **Term** | **Monthly License Fees** | | |
| 2/1/2016 to 1/31/2017 | $7,876.84 | | |
| 2/1/2017 to 1/31/2018 | $8,113.14 | | |
| 2/1/2018 to 1/31/2019 | $8,356.54 | | |
| 2/1/2019 to 1/31/2020 | $8,523.67 | | |
| 2/1/2020 to 1/31/2021 | $8,694.14 | | |
| | | | |
| **Option Period** | **Monthly License Fees** | **Annual** | |
| 2/1 /2021 to l/31/2022 | $8,954.97 | $ 107,459.64 | |
| 2/1/2022 to 1/31/2023 | $9,223.61 | $ 110,683.32 | |
| 2/1/2023 to 1/31/2024 | $9,500.32 | $ 114,003.84 | |

| New Option Periods with New Restaurant | | | |
|---|---|---|---|
| **Option Period 1** | **Monthly License Fees** | **Annual** | **Sales 8%** |
| 2/1/2024 to 1/31/2025 | $12,500.00 | $ 150,000.00 | $ 1,875,000.00 |
| 2/1/2025 to 1/31/2026 | $12,875.00 | $ 154,500.00 | $ 1,931,250.00 |
| 2/1/2026 to 1/31/2027 | $13,261.25 | $ 159,135.00 | $ 1,989,187.50 |
| | | | |
| **Option Period 2** | **Monthly License Fees** | | |
| 2/1/2027 to 1/31/2028 | $13,791.70 | $ 165,500.40 | $ 2,068,755.00 |
| 2/1/2028 to 1/31/2029 | $14,205.45 | $ 170,465.41 | $ 2,130,817.65 |
| 2/1/2029 to 1/31/2030 | $14,631.61 | $ 175,579.37 | $ 2,194,742.18 |
| | | | |
| **Option Period 3** | **Monthly License Fees** | | |
| 2/1/2030 to 1/31/2031 | $15,216.88 | $ 182,602.55 | $ 2,282,531.87 |
| 2/1/2031 to 1/31/2032 | $15,673.39 | $ 188,080.63 | $ 2,351,007.82 |
| 2/1/2032 to 1/31/2033 | $16,143.59 | $ 193,723.04 | $ 2,421,538.06 |

*Average established rates on the high end would be 8% of gross sales in order to achieve $150,000 in license fees they would need above Sales

**DES PLAINES PARK DISTRICT**
**EXECUTIVE SESSION MINUTES**
**TUESDAY JUNE 21, 2022**

The Des Plaines Park District Board of Commissioners made a motion by Commissioner Williams and second by Commissioner Haas to enter into Executive Session on June 21, 2022 8:04 p.m.in the David L. Markworth Board Room of the Administrative & Leisure Center in accordance with the Park District Code 70 ILCS 1205 Paragraph 120, pertaining to matters related to personnel, review of closed session minutes, semi-annual review of closed session minutes, litigation or the setting of a price for sale or lease of property owned by the Des Plaines Park District, or the purchase of property. After a short break the commissioners began executive session at 8:10 pm Commissioners present included Commissioners Williams, Commissioner Grady, Commissioner Rosedale, and President Doerr. Commissioner Haas was absent.

## SEMIANNUAL REVIEW OF EXECUTIVE SESSION MINUTES

Executive Miletic presented the release of minutes and suggested the others remain on closed.

### These minutes are to be released.

| | |
|---|---|
| December 14, 2020 | Review of Closed Session Minutes/Litigation/Personnel |
| February 15, 2022 | Personnel |

### These minutes are to remain closed.

| | |
|---|---|
| October 19, 2010 | Personnel |
| April 16, 2013 | Personnel/Review of Closed Session Minutes (**Partial Release**) |
| December 16, 2014 | Personnel/ License Agreements /Land Acquisition |
| January 20, 2015 | Personnel/ License Agreements /Land Acquisition |
| October 20, 2015 | Personnel/ License Agreements /Land Acquisition |
| September 22, 2015 | Personnel/ License Agreements /Land Acquisition |
| December 15, 2015 | Personnel |
| January 19, 2016 | Personnel |
| May 17, 2016 | Personnel/Land Acquisition |
| February 18, 2020 | Personnel/Land |
| April 19, 2022 | Real Estate |

## PERSONNEL

Executive Director Miletic gave an update about the salary adjustment for Landscape Department. There is a supply and demand issue and Miletic presented adjustments that were worked on by Human Resource and himself for this department. There has been a few years that we have

struggled to maintain staff and this adjustment will give this department a good balance compared to area park districts.

President Doerr reviewed summarized annual review from Commissioners that was provided to her by Andrew Paine the Park District Attorney and comparable Executive Director pays received from other park districts in the area. Doerr presented and complimented how well the District is going, Commissioner Grady commented on the huge amounts of grant dollars that were brought in with Miletic as the Executive Director and how running a tight ship is how we have gotten here.

Commissioner Rosedale mentioned Miletic's efforts in grant funding does not get enough credit. Commissioner Eli expressed he likes all the park district is offering and has seen and paying fair to other district is important, as we did for landscape. The recommendation was to give a 4.5% increase and a 5.44% market adjustment with a salary amount of $195,000 which would place Executive Director Miletic, in the lower portion of the top 13 Executive Directors in the area based on performance and over 12.6 million dollars in grants.

## ACTION TO RETURN TO OPEN SESSION

Commissioner Rosedale to close Executive Session and Return to Open Session at 9:09 p.m. Commissioner Grady moved to second the motion with Commissioners voting in favor by acclimation.

APPROVED AMENDED DATE: May 19th, 2026

President

Secretary

**DES PLAINES PARK DISTRICT**
**EXECUTIVE SESSION MINUTES**
**TUESDAY DECEMBER 13, 2022**

The Des Plaines Park District Board of Commissioners made a motion by Commissioner Doerr and second by Commissioner Haas to enter into Executive Session on December 13, 2022 9:46 p.m.in the David L. Markworth Board Room of the Administrative & Leisure Center in accordance with the Park District Code 70 ILCS 1205 Paragraph 120, pertaining to matters related to personnel, review of closed session minutes, semi-annual review of closed session minutes, litigation or the setting of a price for sale or lease of property owned by the Des Plaines Park District, or the purchase of property. After a short break the commissioners began executive session at 9:53 pm Commissioners present included Commissioners Williams, Commissioner Grady, Commissioner Rosedale, and President Doerr. Commissioner Haas was absent.

## SEMIANNUAL REVIEW OF EXECUTIVE SESSION MINUTES

Executive Miletic presented the release of minutes and suggested the others remain on closed.

**These minutes are to be released.**

| | |
|---|---|
| April 19, 2022 | Real Estate |
| June 21, 2022 | Review of Executive Session Minutes/Personnel |

**These minutes are to remain closed.**

| | |
|---|---|
| October 19, 2010 | Personnel |
| April 16, 2013 | Personnel/Review of Closed Session Minutes **(Partial Release)** |
| December 16, 2014 | Personnel/ License Agreements /Land Acquisition |
| January 20, 2015 | Personnel/ License Agreements /Land Acquisition |
| October 20, 2015 | Personnel/ License Agreements /Land Acquisition |
| September 22, 2015 | Personnel/ License Agreements /Land Acquisition |
| December 15, 2015 | Personnel |
| January 19, 2016 | Personnel |
| May 17, 2016 | Personnel/Land Acquisition |
| February 18, 2020 | Personnel/Land |

## PERSONNEL

Executive Director Miletic gave an update about promotions for Senior Accountant, Trish Romza; Dylan Kuffel Lake Park/Mt. View Manager; Supt of Administration Jeanette Berard. These positions will be promotions and increased responsibility effective between March 1 and May 1. There are no figures yet to these increases and Nicole Dale is working on numbers for me.

Commissioner Expectations were presented to the commissioner with the understanding that this is an acknowledgement and enforceable within commissioner circle. Executive Director Miletic explained this is just something that is reinforced year by year so commissioner know their expectations and conduct. Miletic explained he has a large District to run and the Commissioners are to monitor themselves when it comes to their roles and duties.

Executive Director briefly mentioned a 7% salary pool coming to bring salaries up to levels within other park districts. These figures will be coming in February meeting, along with promotions.

**ACTION TO RETURN TO OPEN SESSION**

Commissioner Rosedale to close Executive Session and Return to Open Session at 10:14 p.m. Commissioner Grady moved to second the motion with Commissioners voting in favor by acclimation.

APPROVED 4-0-1

President

Secretary