

**DES PLAINES PARK DISTRICT  
REGULAR PARK BOARD MEETING MINUTES  
November 19, 2024**

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

President Eli Williams called the Regular Meeting of the Board of Commissioners of the Des Plaines Park District to order at 5:58 pm. Commissioners answering present to the roll call in person were, Commissioner Haas, Commissioner Erin Doerr, Commissioner James Grady, and President Eli Williams. Don Rosedale was absent.

In attendance were the Executive Director, Donald Miletic; the Deputy Director, Paul Cathey; the Director of Business, Annette Curtis; the Superintendent of Administration, April Lohr; the Superintendent of Revenue Facilities, Brian Panek; the Superintendent of Recreation, Joseph Weber; the Superintendent of HR& Risk Management, Nicole Dale; and the Director of Parks and Planning, Aurelio Marquez.

Guests: Lara Becker

**II. CHANGES TO THE AGENDA:**

None

**III. PRESENTATIONS:**

None.

**IV. COMMENTS FROM THE COMMUNITY:**

Lara Becker asked the board to consider a pet memorial tree. This would be a place during the holidays where people who have lost a pet could visit and place an ornament or favorite toy in their memory. Lara presented an article about a memorial tree in New York's Central Park as an example of her vision. Lara also presented examples of ornaments people would place on the tree.

The Park Board thanked Lara Becker for her idea. The board will discuss the proposal and get back to her.

**V. APPROVAL OF THE CONSENT AGENDA**

The following items are listed for the consent agenda:

- A. MINUTES – October 15, 2024
- B. EXECUTIVE SESSION MINUTE – None
- B.1 SPECIAL MEETING MINUTES –None
- C. VOUCHER BILLS:
  - October 11, 2024      \$ 336,164.88
  - October 25, 2024      \$ 722,742.39
- D. PAYROLL:
  - October 04, 2024      \$ 237,194.77
  - October 18, 2024      \$ 240,429.94

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

Seconded by Commissioner Doerr

Discussion: None

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

**Motion Carried: 4-0-1**

**VI. M-NASR REPORT:** Superintendent Joe Weber reviewed items contained in the report

- Member distribution will increase in 2025 based on the EAB.
- M-NASR will provide a brief presentation at the upcoming meeting.
- The Articles of Agreement will be presented in December and require signatures.

- M-NASR recently celebrated a member who won a gold medal in bowling at the Special Olympics.
- The first Bingo Night, held on November 9, successfully replaced the previous trivia night.
- Please save the date for the Liponi Dinner, scheduled for March 1.

Discussion: Commissioner Doerr stated that she sees the M-NASR group every Saturday and is inspired by how they cheer each other on and celebrate each person.

## **VII. MONTHLY REPORTS**

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

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

In addition, he reviewed the following:

- There was damage at Arndt Park. Police were contacted regarding the incident. One individual has been caught, and the police are still pursuing a 16-year-old. The district is weighing options on seeking damages and punishment. The district will not tolerate vandalism, and the community must know that we will do everything possible to ensure a safe, clean, healthy park land.
- Regarding the dog park, our request for a fence permit was denied due to Marianos's arrangement. I am working with the city manager to resolve this matter and establish our rights to the easement to allow fencing.
- Our next meeting will occur on December 10.

Discussion: None

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

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

- Marketing website project meeting with IT to finalize changes in the latest update in the website project. Meeting with Weblinx on November 13 to nail down project go-live date and training for staff on November 20. Easy Archive training took place on November 15 to finalize that project.
- Completed the SWOT analysis exercise with marketing to prepare for Strategic Plan updates.
- The ALC Park It and Playground Grand Opening was well attended. I want to thank the business and recreation staff for helping me when I fell ill the morning of the event.
- Received 1.9 million in grant reimbursements from the State, and I am awaiting ALC playground reimbursement of two hundred thousand.
- The Shoreline project is in the punch list phase, and we hope to wrap it up by the end of December.
- Friends participated in the Halloween decorating contest and will host an activity at the Winter Wonderland event.

Discussion: None

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

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

- Golf Center Irrigation is up and running as of 10/28. It has just been winterized for the season. Liebold Irrigation will be out in the spring to start it up before the season. Alec will attend turf management training this winter so we can take a more preventative approach to avoid failure at both sites.
- Shoreline Room is very close to opening. Food and alcohol vendor contracts are being finalized.
- Golf Center Upcoming Events/Specials: Chili Open January 4, Valentine couples event "Drive and Dine" February 8, and holiday promotions for gift certificates have started.
- Alyssa Lombardo has been appointed the new Chamber Board President, a position she accepted today. The offer was extended last Thursday. She comes from the Lakeview-Roscoe Chamber of Commerce with significant experience in event planning,

Discussion: Commissioner Grady asked if the irrigation system was new. Superintendent Panek said that the controls were replaced and that the pipes and heads are replaced as needed but are in good condition.

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

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

- ERC Holiday Party: December 13; RSVP by next Wednesday and bring a guest.
- Facility Updates: Fitness expansion and building improvements are ongoing.
- Mystic Waters: Considering extensive slide restoration/replacement, seeking vendors.
- ALC Playground & Nature Lab: Successful event with new materials.
- Upcoming Events:
  - Winter Wonderland: December 7
  - Family New Year's Eve Party: December 31
- Strategic Planning: SWOT analysis completed, goals and objectives being set.
- Budgets & Spring Programs: In development, winter spectrum sent out.

Discussion: None

## **B. DEPUTY DIRECTOR:**

Deputy Director Paul Cathey reviewed items contained in the written report B in addition to:

- The Shoreline Project is nearing completion, with a punch list walkthrough conducted. While the punch list is sizable, it is manageable, and we aim to complete the remaining tasks before weather conditions become a challenge. This will allow for project closure and ensure client satisfaction.
- At Craig Manor Park, the installation of synthetic turf with Forever Lawn is progressing well. Approximately 80% of the old wood fiber surfacing has been removed. The installation of nailer boards is complete, and the next steps include adding stone, foam, and turf. The project is expected to be finished by early December.
- Additionally, a pre-construction meeting was held for the Storm Trap project at Craig Manor Park with city staff, Christopher Burke Engineering, and Burger Construction. The project will commence this week with installing and staging a construction fence. Excavation will begin next week. This phase will be followed by street work, and the park is anticipated to be restored by mid-spring, with the playground completed soon after. Residents are eager for these projects to be finished.

Discussion: Commissioner Haas asked if people had stopped throwing rocks into the lake. Deputy Director Cathey said no. Kids are still throwing rocks, but less so than they had been.

## **B.1 PARKS & PLANNING DEPARTMENT:**

Director Aurelio Marquez reviewed items contained in the written report B.1 in addition to:

- Coordinated CPR classes for Parks department staff, and they all passed.
- Contacted United Greenhouse Systems for greenhouse storm damage repairs, and it looks great for the kids' classes that will start there.
- We are meeting with subs for fence replacement, plunge pool repairs, and concession stand improvements at Mystic Waters, and we hope to complete them by opening day.
- Working on staffing needs with HR.

Discussion: Commissioner Grady said that regarding Mystic, we cross our fingers yearly because we hope not to have any major repairs. Commissioner Haas commented on the ALC split rail fence and how it beautifully finished off the park. Executive Director Miletic said that Dennis and his Special Projects team did a great job. Director Marquez added that additional lighting is being looked into at ALC, where they identified unsafe dark spaces.

## **C. BUSINESS DEPARTMENT**

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

- Principal and Interest Payments for series 2018 B and C, 2021A, and 2024 will be sent on Friday. Payments are due December 1, 2024.
- New cameras were installed at PLCC/PLAC making the image clearer and providing better sight lines of hallways and access points.

- Attended the Legal Symposium virtually and invited staff to attend topics of interest.
- I attended the History Center board meeting:
- Received a \$35K grant for Rivers Casino for HVAC improvements to the Kinder house.
- For Fundraising, two campaigns:
  - Annual Joy of History
  - Giving Tuesday- to support scholarships.
- Kinder House Christmas- Special tours- Dec 14<sup>th</sup>- ticketed event.

Discussion: None

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

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

- Paycom—work on year-end ACA setup. Ellie set up off-boarding checklists. Work with Kristi to resolve errors. Assist with GL issues. Assign primary jobs to staff and resolve set-up issues. Host a manager Paycom training on November 21. Ellie will lead the training to review onboarding, off-boarding, payroll, etc.
- Followed up on open claims – storm claim with multiple locations, Arndt bathroom damage, Lake Park fence & netting, Apache Park grounds damage
- I attended the IAPD Legal Symposium, but not many new regulation changes were needed.

Discussion: None

### **C.2 FINANCIAL REPORTS**

**Commissioner Grady moved to approve the Financial Reports for September 24, 2024, and October 15, 2024, and place a copy on file.**

Seconded by Commissioner Doerr

Discussion: None

**Roll call: Commissioner Haas, Aye; Doerr, Aye; Grady, Aye; Williams, Aye;  
Motion Carried: 4-0-1**

### **VIII. UNFINISHED BUSINESS:**

#### **A: Algonquin Road Bridge – Discussion Only**

Executive Director Miletic informed the Park Board that Algonquin could become an underpass if the City of Des Plaines is able to get funding. However, this was just a passing conversation, and no plans have been identified. Commissioner Grady said that the best place is Oakton. He stated, "If Barrington can do it on NW Highway, the City of Des Plaines can figure out how to do it on Oakton."

Discussion: None

#### **B: Lake Opeka Shoreline – Current Project Tracking**

Director Curtis provided overview reports. As of October 31, we have spent \$3,526,140 on the project.

Discussion: Deputy Director Cathey stated that a negotiation for a concrete change order is currently underway. Commissioner Haas inquired whether the project would remain within budget. Executive Director Miletic responded that the district's expected out-of-pocket cost for the shoreline work would be approximately \$400,000, with grants covering \$3,631,000.

### **IX. NEW BUSINESS:**

- A. Action Item 9 - A: Approval of Proposed 2025 Outdoor Pool Pass Fees**  
Superintendent Joe Weber reviewed the material in Agenda Item 9 – A.

**Commissioner Haas “I move that the Des Plaines Park District Board of Commissioners approve the 2025 Outdoor Pool Pass Fee increases as presented.**

Seconded by Commissioner Doerr

Discussion: Commissioner Grady asked if we look at other districts in our area to ensure we are competitive. Superintendent Weber said yes, and we also work on agreements with other districts on reciprocity for residents on facilities that we each may not have. Commissioner Williams asked when early bird rates end. Superintendent Weber said through Labor Day weekend.

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

**Motion Carried: 4-0-1**

**B. Action Item 9 - B: Approval of Proposed 2025 Membership and Pass Fees**

Superintendent Joe Weber reviewed the material in Agenda Item 9 – B.

**Commissioner Grady “I move that the Des Plaines Park District Board of Commissioners approve the 2025 Membership and Pass Fee increases as presented.**

Seconded by Commissioner Haas

Discussion: Commissioner Grady asked for clarification on the gym and court memberships being only for 21 and under. Superintendent Weber said that the membership caters to their younger population, the primary users of the gym-only membership, which comes with no locker-room privileges. The gym-only membership is included in all fitness memberships. Commissioner Williams asked if memberships would increase again next year. Executive Director Miletic said we will continue to raise prices based on the CPI as we currently do. Our goal is to have affordable memberships.

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

**Motion Carried: 4-0-1**

**C. Action Item 9 - C: Approval of Proposed 2024 Golf Operation Fees**

Superintendent Brian Panek reviewed the material in Agenda Item 9 – C.

**Commissioner Grady “I move that the Des Plaines Park District Board of Commissioners approve the 2024 Golf Operation Fee increases as presented.**

Seconded by Commissioner Doerr

Discussion: Commissioner Grady asked if the Golf Center has promoted the new golf balls that have been switched out so people know. Superintendent Brian Panek said that he would look into it.

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

**Motion Carried: 4-0-1**

**D. Action Item 9 - D: Approval of Proposed September 2025 – August 2026 Prairie Lakes Theater Rental Fees**

Superintendent Joe Weber reviewed the material in Agenda Item 9 – D.

**Commissioner Doerr “I move that the Des Plaines Park District Board of Commissioners approve the September 2025 – August 2026 Prairie Lakes Theater Rental Fees increases as presented.**

Seconded by Commissioner Haas

Discussion: Commissioner Grady asked why Elk Grove uses the theater. Superintendent Weber stated that they don't have their own facility with the capacity of our theater.

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

**Motion Carried: 4-0-1**

**E. Action Item 9 - E: Approval of Proposed 2025 Rental Fees Increases**

Director of Business Curtis reviewed the material in Agenda Item 9 - E.

**Commissioner Haas: “I move that the Des Plaines Park District Board of Commissioners approve the 2025 Rental Fee increases as presented.**

Seconded by Commissioner Grady

Discussion: None

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

**Motion Carried: 4-0-1**

**F. Action Item 9 - F: Approval of Proposed 2025 Athletic Field Rental Fee Increases**

Superintendent Joe Weber reviewed the material in Agenda Item 9 - F.

**Commissioner Grady “I move that the Des Plaines Park District Board of Commissioners approve the 2025 Athletic Field Rental Fees increases as presented.**

Seconded by Commissioner Doerr

Discussion: Commissioner Grady stated that in the past, we avoided raising fees to be considerate of residents, but over time, we fell 12-15% behind. So, increasing fees, around 2-3%, is important to keep things balanced and updated during this pricing review.

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

**Motion Carried: 4-0-1**

**G. Action Item 9 - G: Approval of 2024 Tax Levy Estimates - Truth in Taxation Resolution #24-03**

Director of Business Annette Curtis reviewed the material in Agenda Item 9 - G.

**Commissioner Haas “I move that the Park Board of Commissioners approve the 2024 Truth in Taxation Law Resolution #24-03.”**

Seconded by Commissioner Grady

Discussion: None

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

**Motion Carried: 4-0-1**

**H. Action Item 9 - H: Approval of 2024 Tax Levy Abatement Ordinance #24-05**

Director of Business Annette Curtis reviewed the material in Agenda Item 9 – H.

**Commissioner Doerr “I move that the Park Board of Commissioners approve Ordinance #24-05, An Ordinance abating taxes levied for the year 2024 for the General Obligation Park Bonds (Alternate Revenue Source), Series 2018C of the District.”**

Seconded by Commissioner Grady

Discussion: None

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

**Motion Carried: 4-0-1**

**X. CORRESPONDENCE:**

A. Thank you: Des Plaines Public Library

**XI. COMMENTS FROM THE COMMUNITY:**

None

**XII COMMISSIONER COMMENTS:**

**Commissioner Haas:** She was very surprised at the size of the patio, and it looks amazing. She told everyone to have a great holiday.

**Commissioner Doerr:** Happy Thanksgiving! She shared the events her children are participating in and how proud she is. She stated that her Trunk or Treat station won for the best booth and was happy to represent the commissioners.

**Commissioner Grady:** He is happy that he and Commissioner Haas will continue on the board. He is excited about future projects and would like to have a naming contest for the patio. He suggests Beer and Bait.

**President Williams:** He stated that the park-it went well, and it was nice to see the great turnout. He wished everyone a Happy Thanksgiving.

**XIII. EXECUTIVE SESSION:**

Commissioner Doerr made a motion at 7:48 pm 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 the lease of property owned by the Des Plaines Park District.

Seconded by Commissioner Haas

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

**Motion Carried: 4-0-1**

**XIV. RETURN TO OPEN SESSION**

Commissioner Grady made a motion to close the Executive Session and return to open session at 8:29 pm.

Seconded by Commissioner Haas

**Commissioner Doerr Approved Items Discussed in the Executive Session.**

Seconded by Commissioner Grady

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

**Motion Carried: 4-0-1**

**XV. ADJOURNMENT**

Commissioner Doerr made a motion to adjourn the Park Board Meeting at 8:30 pm

Seconded by Commissioner Haas

**All in Favor, Opposed**

**Ayes: 4, Nays: 0, Absent: 1**

**Motion Carried: 4-0-1**

APPROVED \_\_\_\_\_

*Eli Wellenir*

President

*Donald M. ...*

Secretary

