

Minutes of a Regular Session of the Board of
Park Commissioners of the Downers Grove Park
District held on December 7, 2017 at the Village Hall,
801 Burlington Avenue, Downers Grove, IL 60515

Call to Order Commissioner Gelwicks called the meeting to order at 7:00pm

PRESENT: Commissioners Gelwicks, Livorsi, Mahoney and Salaba; Executive Director, Bill McAdam; Director of Operations and Development, Geoff Penman; Assistant Director for District Services, Sara Rathsack; Assistant Director for Financial Services, Erik Brown; Superintendent of Parks, Kevin Rozell; Superintendent of Planning, Paul Fyle; Golf Course Superintendent, Jeff Pozen; IT Technician, Matt Slocum; Manager of Marketing and Creative Development, Dawn Hartman; Clerk, Pam Rank

ABSENT: Commissioner McDonnell

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Pledge of Allegiance: The Pledge of Allegiance was recited
Changes to the Agenda: Item D8 regarding the Board Meeting Schedule - the January 11, 2018 meeting will be a Regular meeting
Visitors: None
Written Correspondence: None

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President Gelwicks opened the Public Hearing for the Fiscal year 2018 Budget. Hearing no comments, he closed the Public Hearing.

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CONSENT AGENDA:

Executive Director, Bill McAdam listed the items on the Consent Agenda as follows:

- Approval of Minutes – October 5, 2017 Workshop and Executive Session; October 19, 2017 Regular and Executive Session; November 2, 2017 Workshop and Executive Session; November 16, 2017 Regular Meeting
- Payment of Bills in the amount of \$1,597,679.09
- Payout #6 – The Lakota Group, Inc. – Park & Recreation Master Plan and Community Needs Assessment
- Change Order #2 (Deduct) – Davis Concrete Construction Company – Districtwide Concrete Paving 2017
- Payout #1 (Final) – Davis Concrete Construction Company – Districtwide Concrete Paving 2017
- Change Order #1 (Add) – Colley Elevator Co. – Lincoln Center Elevator Modernization
- Payout #1 – Kendall Excavating & Septic, LLC – 6821 S. Main Street Demolition

Commissioner Livorsi made a motion to Approve Ordinance 1264 – Combined Annual Budget and Appropriation Ordinance of the Downers Grove Park District, DuPage County Illinois, for the Fiscal Year beginning January 1, 2018 and ending December 31, 2018. Commissioner Mahoney seconded the motion

Roll Call: Ayes: Commissioners Livorsi, Mahoney, Gelwicks and Salaba
 Nays: None
 Absent: Commissioner McDonnell

Commissioner Mahoney made a motion to Authorize the Executive Director to award a contract to FieldTurf USA, Inc. for the Doerhoefer Park Synthetic Turf Field Replacement through the National Joint Powers Alliance (NJPA), for an amount not to exceed \$470,000. Commissioner Livorsi seconded the motion.

Roll Call: Ayes: Commissioners Mahoney, Livorsi, Gelwicks and Salaba
 Nays: None
 Absent: Commissioner McDonnell

Commissioner Livorsi made a motion to authorize staff to purchase the Golf Course Range Shelter from Coverworx Recreational Architecture for an amount not to exceed \$65,000. Commissioner Salaba seconded the motion.

Roll Call: Ayes: Commissioners Livorsi, Salaba, Gelwicks and Mahoney
 Nays: None
 Absent: Commissioner McDonnell

Commissioner Livorsi made a motion to grant authorization to bid the Golf Course Range Shelter Construction. Commissioner Salaba seconded the motion.

Roll Call: Ayes: Commissioners Livorsi, Salaba, Gelwicks and Mahoney
 Nays: None
 Absent: Commissioner McDonnell

Commissioner Livorsi made a motion to grant authorization to bid the Purchase and Installation of Garage Doors for the Golf Course Range Shelter. Commissioner Mahoney seconded the motion.

Roll Call: Ayes: Commissioners Livorsi, Mahoney, Gelwicks and Salaba
 Nays: None
 Absent: Commissioner McDonnell

BOARD BUSINESS

President & Commissioner Comments – Commissioners Gelwicks announced that the New Year will start with a bang. Recreation will have an active year with the innovative LINK program. The new year will be aggressive with new projects including the new turf at Doerhoefer Park. He also announced the retirements of two District Staff – the Payroll & Benefits Manager, Mary Jandacek and the Executive Assistant, Debbie Bender. He thanked them for their efforts and wished them well in their retirement. Commissioner Salaba also congratulated Mary and Debbie on their retirement.

UNFINISHED BUSINESS

None

NEW BUSINESS

Commissioner Gelwicks pointed out that in the resident survey, along with additional trails, a dog park was a priority. He asked staff to look into costs and possible locations for said park.

RECOGNITION OF VISITORS

None

Commissioner Gelwicks announced that the next Park District Board meeting will be held January 11, 2018 at Lincoln Center.

ADJOURN TO EXECUTIVE SESSION

The meeting adjourned to Executive Session at 8:00pm following a motion made by Commissioner Livorsi and seconded by Commissioner Mahoney.

Roll Call: Ayes: Commissioners Livorsi, Mahoney, Gelwicks and Salaba
 Nays: None
 Absent: Commissioner McDonnell

PUBLIC SESSION

Commissioner Mahoney made a motion that the need for confidentiality no longer exists for Executive Session Minutes of November 5, 2015, January 21, 2016, February 18, 2016, March 3, 2016, April 7, 2016, April 21, 2016, May 5, 2016 and May 19, 2016 and shall be made available for public inspection. Commissioner Livorsi seconded the motion.

Roll Call: Ayes: Commissioners Mahoney, Livorsi, Gelwicks and Salaba
 Nays: None
 Absent: Commissioner McDonnell

Commissioner Mahoney made a motion to authorize the Executive Director and the District's Attorney to execute documents to purchase 6839 Main Street. Commissioner Livorsi seconded the motion.

Roll Call: Ayes: Commissioners Mahoney, Livorsi and Gelwicks
 Nays: Commissioner Salaba
 Absent: Commissioner McDonnell

FINAL ADJOURN

The meeting adjourned at 8:27pm following a motion made by Commissioner Mahoney and seconded by Commissioner Livorsi.

Roll Call: Ayes: Commissioners Mahoney, Livorsi, Gelwicks and Salaba
 Nays: None
 Absent: Commissioner McDonnell

Respectfully submitted,

Frank Livorsi,
Secretary

DOWNERS GROVE PARK DISTRICT

December 7, 2017

7:00 P.M.

Village Council Chambers

AGENDA

- A. **CONVENING THE MEETING**
1. Call to Order
 2. Roll Call
 3. Pledge of Allegiance
 4. Changes to the Agenda
- B. **COMMUNICATIONS**
1. Recognition of Visitors
 2. Written Correspondence
- C. **PUBLIC HEARING – FISCAL YEAR 2018 BUDGET**
- D. **CONSENT AGENDA**
1. Approval of Minutes – October 5th, 2017 Workshop and Executive Session; October 19th, 2017 Regular and Executive Session; November 2nd, 2017 Workshop and Executive Session; November 16th, 2017 Regular Meeting
 2. Payment of Bills – In the amount of \$1,597,679.09
 3. Payout #6 – The Lakota Group, Inc. – Park & Recreation Master Plan and Community Needs Assessment
 4. Change Order #2 (DEDUCT) – Davis Concrete Construction Company – Districtwide Concrete Paving 2017
 5. Payout #1 (FINAL) – Davis Concrete Construction Company – Districtwide Concrete Paving 2017
 6. Change Order #1 (ADD) – Colley Elevator Co. – Lincoln Center Elevator Modernization
 7. Payout #1 – Kendall Excavating & Septic, LLC – 6821 S. Main Street Demolition
 8. Approval of the 2018 Park Board Meeting and Committee of the Whole Schedule
 9. Approval of the District's Copier Lease Agreement
 10. Approval of Distribution of Personnel Policy Manual; Employee Relations Program Formal Feedback Policy; Payment Card Industry (PCI) and Data Security Policy – Distinguished Agency
- E. **ACTION ITEMS**
1. Approval of Ordinance #1260 – An Ordinance for the Levy and Assessment of Taxes for Year 2017 of the Downers Grove Park District, DuPage County, Illinois
 2. Approval of Ordinance #1261 – An Ordinance abating a portion of the tax hereto levied for the Year 2017 to pay debt service on \$6,000,000 Taxable General

- Obligation Limited Tax Park Bonds, Series 2010, of the Downers Grove Park District, DuPage County, Illinois
3. Approval of Ordinance #1262 – Ordinance abating the tax hereto levied for the Year 2017 to pay the principal of and interest on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015A, General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2013A, of the Downers Grove Park District, DuPage County, Illinois
 4. Approval of Ordinance #1263 – Ordinance abating the tax hereto levied for the Year 2017 to pay the principal of and interest on General Obligation Limited Tax Bonds, Series 2015B of the Downers Grove Park District, DuPage County, Illinois
 5. Approval of Ordinance #1264 – Combined Annual Budget and Appropriation Ordinance of the Downers Grove Park District, DuPage County, Illinois for the Fiscal Year Beginning January 1, 2018 and Ending December 31, 2018
 6. Request Authorization to Award Synthetic Turf Replacement through National Joint Powers Alliance – Doerhoefer Park
 7. Request Authorization to Purchase Shelter Structure – Golf Course Range Shelter
 8. Request Authorization to Bid Shelter Construction – Golf Course Range Shelter
 9. Request Authorization to Bid Purchase & Installation of Garage Doors – Golf Course Range Shelter

F. BOARD BUSINESS

1. President Comments
2. Commissioner Comments

G. UNFINISHED BUSINESS

H. NEW BUSINESS

I. RECOGNITION OF VISITORS

J. THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD JANUARY 11, 2018 AT LINCOLN CENTER

K. ADJOURN TO EXECUTIVE SESSION (If needed)

1. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussion whether a particular parcel should be acquired, pursuant to 5ILCS 120/2(c)(5) of the Open Meetings Act
2. The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity, pursuant to 5 ILCS 120/2(c)(1) of the Open Meetings Act
3. Discussion of Minutes of prior meetings lawfully closed under the Open Meetings Act for the purpose of review, approval, or release of such Minutes pursuant to 5ILCS 120/2(c)(21) of the Open Meetings Act

- L. RECONVENE FOR ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION (If Necessary)
 - 1 Seeking a Motion that the need for confidentiality no longer exists for Executive Session minutes of (Dates of Minutes) and shall be made available for public inspection
 - 2 Seeking a Motion that the need for confidentiality exists as to all or part of all other closed session minutes

- M. Seeking a Motion to Authorize the Executive Director and the District's Attorney to Execute all Necessary Documents to Purchase 6839 Main Street

- N. FINAL ADJOURNMENT

STATE OF ILLINOIS)
COUNTY OF DUPAGE)

CERTIFICATE

I, Frank Livorsi, DO HEREBY CERTIFY THAT I am the Secretary in and for the Downers Grove Park District, DuPage County, Illinois; that the foregoing is a true and correct copy of the Minutes from the December 7, 2017 Regular Meeting of the Board of Park Commissioners. Said Minutes were duly passed by the Board of Park Commissioners of the Downers Grove Park District at a regular meeting on the 25th day of January, 2018, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 25th DAY OF January, 2018



Frank Livorsi, Secretary
Board of Commissioners
Downers Grove Park District