

Minutes of a Regular Session of the Board of
Park Commissioners of the Downers Grove Park
District held on May 17, 2018 at the Village Hall,
801 Burlington Avenue, Downers Grove, IL 60515

Call to Order President Gelwicks called the meeting to order at 7:00 p.m.

PRESENT: Commissioners Gelwicks, Livorsi, Mahoney, McDonnell and Salaba; Executive Director, Bill McAdam; Director of Operations and Development, Geoff Penman; Assistant Director for District Services, Sara Rath sack; Director of Recreation, Dave Haring; Assistant Director for Financial Services, Erik Brown; Superintendent of Planning, Paul Fyle; Superintendent of Parks, Kevin Rozell; Manager of Marketing & Creative Development, Dawn Hartman; Golf Course Manager, Sally Hayduck; Recreation Center Manager, Michelle Pusateri; Clerk, Adine Lenon

ABSENT: None

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Pledge of Allegiance: The Pledge of Allegiance was recited.

Changes to the Agenda: None

Visitors: None

Written Correspondence: None

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CONSENT AGENDA:

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

- Approval of Minutes – April 19, 2018 Regular and Executive Session Meetings; May 3, 2018 Workshop and Executive Session Meetings
- Treasurer’s Report
- Payment of Bills – In the amount of \$1,147,628.84
- Change Order #1 (Deduct) – Austin Tyler Construction, Inc. – Mar-Duke Water Line Project
- Payout #1 (FINAL) – Austin Tyler Construction, Inc. – Mar-Duke Water Line Project
- Payout #1 – Orbis Construction Co., Inc. – Driving Range Shelter Construction
- Change Order #2 (Deduct) – Pro Electric, Inc., - Driving Range Shelter Electrical Work

Commissioner Mahoney made a motion to approve the Consent Agenda as presented including the payment of bills in the amount of \$1,147,628.84. Commissioner Livorsi seconded the motion.

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

ACTION ITEMS:

Commissioner Mahoney made a motion to approve Resolution #18-02: A resolution approving a fourth lease addendum with Max A. Madsen. Commissioner Livorsi seconded the motion

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

Commissioner Mahoney made a motion to authorize the Executive Director to enter into a 2-year contract with Principal for long-term disability insurance. Commissioner Livorsi seconded the motion.

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

Commissioner Mahoney made a motion to authorize the Executive Director to enter into a one-year agreement (with an option for mutual renewal up to 3 years) with K.K. Stevens for the printing services of the 2018 Fall, 2018-19 Winter, 2019 Spring/Summer Recreation Guides and the 2019 Annual Parks Guide for a contract value of \$43,068. Commissioner Livorsi seconded the motion.

Ayes: Commissioners Mahoney, Livorsi, Gelwicks, McDonnell, Salaba
Nays: None
Absent: None

Commissioner Mahoney made a motion grant staff authorization to bid the 4500 Fitness Locker Room tile replacement. Commissioner Livorsi seconded the motion.

Ayes: Commissioners Mahoney, Livorsi, Gelwicks, McDonnell, Salaba
Nays: None
Absent: None

Commissioner Mahoney made a motion to grant staff authorization to bid the 4500 Fitness Locker Room locker replacement. Commissioner Livorsi seconded the motion.

Ayes: Commissioners Mahoney, Livorsi, Gelwicks, McDonnell, Salaba
Nays: None
Absent: None

Commissioner Mahoney made a motion to reject the bid for Doerhoefer Park- Retaining Wall construction as non-responsive and not responsible. Commissioner Livorsi seconded the motion.

Ayes: Commissioners Mahoney, Livorsi, Gelwicks, McDonnell, Salaba
Nays: None
Absent: None

Commissioner Mahoney made a motion to authorize staff to negotiate a proposal for Doerhoefer Park – Retaining Wall with Beary Landscaping, Inc., in the best interest of the District, for a price not to exceed \$35,000. Commissioner Livorsi seconded the motion.

Ayes: Commissioners Mahoney, Livorsi, Gelwicks, McDonnell, Salaba
Nays: None
Absent: None

BOARD BUSINESS

President Comments – Commissioner Gelwicks commented on the successful sale of alcohol at the Golf Course that was conducted by the Village. Also mentioned was a further discussion about Thorguard.

Commissioner Comments: None

STAFF AND COMMITTEE REPORTS

Executive Director Report

Executive Director McAdam discussed what DGPD can do with the McCollum property. He mentioned that Anna Kish was in the office this past week and she will be working with the Affiliate Groups and rentals. He also mentioned to the Board that DGPD is not renewing the contract with Barton Group. McAdam mentioned that Bob McCabe is back at Ancel Glink and will remain our attorney. Also discussed was he attended the PRDMA meeting and said the pool is solid in reserves and performance. He also attended the DGEDC luncheon and mentioned many developments happened in Downers Grove this past year. McAdam and his team met with the new RoadRunners president. He also mentioned that he will be having a meeting on Tuesday with the HR Review team. Lastly, he mentioned that the DGPD will have its annual picnic on August 24, 2018 at 12:30 p.m. at Gilbert Park.

Golf Report

The report was included in the packet. Golf Manager Hayduck reported that the Golf Course had to close five times because of weather last month and that they are implementing a new 10-minute tee time interval. She also discussed that Cleveland golf ball fitting took place in April.

Recreation Report

The report was included in the packet. Director Haring discussed that 300 people attended Founders Day. Preschool registration is going strong and that the concert series will be starting May 29th. Also discussed was the lower amount of softball teams this year to help resting of fields between the summer/fall leagues. Also mentioned by Commissioner Mahoney was closing procedures for the Rec Center and Executive Director McAdam agreed and stated that DGPD adjusted some of the existing procedures.

Marketing Report

The report was included in the packet. Manager of Marketing & Creative Development, Dawn Hartman discussed a new kid-focused fitness incentive, a re-design of the Recreation Guide, radio and digital advertising for the Downers Grove Golf Club and hosting an opening celebration in late summer for the new driving range shelter.

Planning Report

The report was included in the packet. Superintendent of Planning, Paul Fyle discussed the construction of the driving range shelter and the O'Brien Park – Playground Renovation.

Parks Report

The report was included in the packet. Director of Operations and Development, Geoff Penman mentioned that the Parks department is doing the best they can with the weather. Commissioner Gelwicks commented that the pond at Lyman Woods seemed high and that there should be new signage for the boardwalk. Also discussed was the potential use of solar panels and Commissioner Salaba thanked Geoff for the proposals and requested the numbers be firmed up and bring back to the Board for further discussion.

District Services

The report was included in the packet. Director of District Services, Sara Rathsack discussed that the Administrative Review began on March 28th. Also discussed was Sara is working with ADP to create an online performance evaluation and she continues the preparations of an update to our Frontline Software.

SEASPAR

No report

PLAN COMMISSION

No report

UNFINISHED BUSINESS

None

NEW BUSINESS

Discussion was made regarding the Park Tour on June 7, 2018. Loy Park will be taken off the list to visit and Hummer Park will be added.

RECOGNITION OF VISITORS

None

Commissioner Gelwicks announced that the next Park District Board Meeting will be held June 7, 2018 at the Administration Office for a Park Tour.

ADJOURN TO EXECUTIVE SESSION

The meeting adjourned to Executive Session at 8:46 p.m. following a motion made by Commissioner Mahoney and seconded by Commissioner Livorsi.

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

FINAL ADJOURN

The meeting was adjourned at 9:30 p.m. following a motion made by Commissioner Mahoney and seconded by Commissioner Livorsi.

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

Respectfully submitted,

Frank Livorsi,
Secretary

DOWNERS GROVE PARK DISTRICT

May 17, 2018

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. CONSENT AGENDA

1. Approval of Minutes – April 19, 2018 Regular and Executive Session Meetings; May 3, 2018 Workshop and Executive Session Meetings
2. Treasurer’s Report
3. Payment of Bills – In the amount of \$1,147,628.84
4. Change Order #1 (Deduct) – Austin Tyler Construction, Inc. – Mar-Duke Water Line Project
5. Payout #1 (FINAL) – Austin Tyler Construction, Inc. – Mar-Duke Water Line Project
6. Payout #1 – Orbis Construction Co., Inc. – Driving Range Shelter Construction
7. Change Order #2 (Deduct) – Pro Electric, Inc., - Driving Range Shelter Electrical Work

D. ACTION ITEMS

1. Approval of Resolution #18-02: A resolution approving a fourth lease addendum with Max A. Madsen
2. Approval for the Executive Director to enter into a 2-year contract with Principal for long-term disability insurance
3. Consideration of Bids – Printing of Recreation Guide
4. Authorization to Bid – Fitness Center Locker Room Tile Replacement
5. Authorization to Bid – Fitness Center Locker Room Locker Replacement
6. Consideration of Bids – Doerhoefer Park – Retaining Wall Construction

E. BOARD BUSINESS

1. President Comments
2. Commissioner Comments

F. STAFF AND COMMITTEE REPORTS

1. Executive Director
2. Golf
3. Recreation
4. Marketing
5. Planning
6. Parks
7. District Services
8. SEASPAR
9. Plan Commission

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. Proposed Park Tour Locations

I. RECOGNITION OF VISITORS

J. THE NEXT REGULAR DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD JUNE 7th, 2018 AT THE ADMINISTRATION OFFICE FOR A PARK TOUR

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

L. RECONVENE FOR ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION (If Necessary)

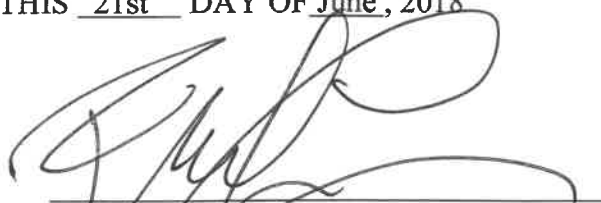
M. FINAL ADJOURNMENT

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 May 17, 2018 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 21st day of June , 2018, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 21st DAY OF June , 2018



Frank Livorsi, Secretary
Board of Commissioners
Downers Grove Park District