

Minutes of a Regular Session of the Board of
Park Commissioners of the Downers Grove Park
District held on July 17, 2014 at the Village Hall,
801 Burlington Avenue, Downers Grove, IL 60515

Call to Order President Cushing called the meeting to order at 7:00pm

PRESENT: Commissioners Cushing, Gelwicks, Mahoney, Roman and Souter;
Executive Director, Bill McAdam; Director of Recreation, Jay Kelly; Assistant
Director of Recreation, Sara Rathsack; Director of Operations and Development,
Geoff Penman; Pam Rank; ABSENT: None
Staff in Attendance: Landscape Architect, Paul Fyle; IT Coordinator, Jay Welty;
Supervisor of Marketing and Creative Development, Ian Everett; Finance
Manager, Linda Meinhart; Parks Operations Manager, Mike Siefken

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Pledge of Allegiance: The Pledge of Allegiance was recited.

Changes to the Agenda: Four more items were added to the Action Items as a result of the
Executive Session held earlier. 4.5) Approve settlement that was
discussed in Executive Session; 4.6) Approve new Organizational
Chart; 4.7) Approve purchase of Linscott Property; 4.8) Approve
opening of previously closed executive session minutes.

Recognition of Visitors: There were no visitors that wished to speak.

Written Correspondence: There was no correspondence.

CONSENT AGENDA:

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

- Approval of Minutes – June 19, 2014 Regular and Executive Session Meetings
- Treasurer’s Report
- Payment of Bills in the amount of \$749,826.64
- Payout #2 – J & R 1st in Asphalt, Inc. – Doerhoefer Park Tennis Court Renovation

Commissioner Roman made a motion to approve the Consent Agenda as presented including the
payment of bills in the amount of \$749,826.64. Commissioner Gelwicks seconded the motion.

Roll Call: Ayes: Commissioners Roman, Gelwicks, Cushing, Mahoney and Souter
 Nays: None
 Absent: None

ACTION ITEMS:

Commissioner Mahoney made a motion to approve the Combined Budget and Appropriation Ordinance
#1228 and Certifications of Estimate of Revenues for FY 2014. Commissioner Gelwicks seconded the
motion.

Roll Call: Ayes: Commissioners Mahoney, Gelwicks, Cushing, Roman and Souter
Nays: None
Absent: None

Commissioner Gelwicks made a motion to authorize the Executive Director to enter into an agreement with Hacienda Landscaping, Inc. for the Patriots Park Playground Renovation including the Base Bid plus Alternates #1, #2 and #3, for a total contract value of \$344,150. Commissioner Souter seconded the motion.

Roll Call: Ayes: Commissioners Gelwicks, Souter, Cushing, Mahoney and Roman
Nays: None
Absent: None

Commissioner Souter made a motion to authorize staff to bid the Walnut Avenue Site Irrigation as presented. Commissioner Mahoney seconded the motion.

Roll Call: Ayes: Commissioners Souter, Mahoney, Cushing, Gelwicks and Roman
Nays: None
Absent: None

Commissioner Mahoney made a motion to authorize staff to bid the Districtwide Asphalt Paving 2014 as presented. Commissioner Roman seconded the motion.

Roll Call: Ayes: Commissioner Mahoney, Roman, Cushing, Gelwicks and Souter
Nays: None
Absent: None

Commissioner Mahoney made a motion to approve a settlement in the amount discussed in Executive Session. Commissioner Gelwicks seconded the motion.

Roll Call: Ayes: Commissioner Mahoney, Gelwicks, Cushing, Roman and Souter
Nays: None
Absent: None

Commissioner Souter made a motion to approve the new organizational chart as presented. Commissioner Roman seconded the motion.

Roll Call: Ayes: Commissioners Souter, Roman, Cushing, Gelwicks and Mahoney
Nays: None
Absent: None

Commissioner Roman made a motion to approve the purchase of the Linscott Avenue property adjacent to the Downer Burial site for the purchase price of \$15,000. Commissioner Gelwicks seconded the motion.

Roll Call: Ayes: Commissioners Roman, Gelwicks, Cushing, Mahoney and Souter
Nays: None
Absent: None

Commissioner Mahoney made a motion to release the written executive session minutes of: September 10, 2012, September 20, 2012 and October 4, 2012. Commissioner Souter seconded the motion.

Roll Call: Ayes: Commissioners Mahoney, Souter, Cushing, Gelwicks and Roman
 Nays: None
 Absent: None

BOARD BUSINESS:

President's Comments

Commissioner Cushing reported that he has heard many positive comments regarding the DGYB tournament; specifically how well run the tournament was run and how great the facilities are. He thanked staff for their efforts.

STAFF AND COMMITTEE REPORTS:

Executive Director Report

Executive Director, Bill McAdam stated that donations to the Park District will be handled by the Grove Foundation. Currently the Park District is involved in joint projects. The Grove Foundations has donated \$700 towards the Masters Program at the Golf Course and \$400 for the Chili Cook-Off. He also reiterated the waiving of the fee for the Walnut property irrigation project by the Village.

Recreation Director Report

Assistant Director of Recreation, Sara Rathsack informed the Board that fall program registration opens up next week; Miner Mike's Glow Night had 30 people in attendance; and that the Tivoli exhibit at the Museum is a great success; rentals at the clubhouse are up from last year at the same time and 591 people took advantage of the pool pass exchange. Lyman Woods has 350 pounds of honey that will go on sale July 28th. Commissioner Souter congratulated staff on the great job they're doing with the Concert Series.

Marketing Report

Supervisor of Marketing and Creative Development, Ian Everett informed the Board that coupons have been added to the Summer Park Places. Also, he placed a Groupon ad for Miner Mike's and 900 were sold. The new Fall guides have been delivered with design changes to make copy more readable. New programs have been added this year: a haunted house at Lincoln Center and Holiday Lights home decorating contest. The new Website is being tested and staff training will begin next week.

Planning Report

Landscape Architect, Paul Fyle reported that the completion of the Doerhoefer tennis courts has been a challenge due to weather. Only the color coating is left to do but the courts have to be completely dry to finish. A pre-construction meeting will take place prior to the Patriots Park Playground Renovation project start. A \$135,000 grant was awarded for the interior exhibits at the 1846 Blodgett House. Commissioner Mahoney asked that the public be kept informed about the Patriot's Park dredging project through the website.

Parks Report

Director of Operations and Development, Geoff Penman reported that maintenance has been busy with mowing. The weather has made it difficult to keep up. Contractors are busy removing dead Ash trees that succumbed to the Emerald Ash Borer. Sand is being replaced in the bunkers at the Golf Course.

SEASPAR

Executive Director, Bill McAdam reported that he attended the SEASPAR Board Meeting at which they discussed taking on the Lemont Park District as another member. There is an extensive list to be followed when considering a new member. Protocol says that all current members must be notified – this process is now in progress.

PLAN COMMISSION

Commissioner Souter had nothing to report.

UNFINISHED BUSINESS

IT Coordinator Jay Welty presented the Board with the history of the District’s phone and data center and had Tympani staff present to answer any questions regarding the proposed new system. Commissioners Gelwicks was concerned about the number of contracts and service agreements. Jay Welty informed him that one contract would be signed and that a three year service agreement was included in the contract. Commissioner Gelwicks was also concerned about the complexity and that only one person was operating the system. Jay Welty assured him that backup support was included in the contract. Commissioner Gelwicks was also concerned that if the power failed at the Administrative office, how could the rest of the Park District function? Jay Welty explained that the power was relatively contained and that it could be unplugged at Admin. and plugged in at the Recreation Center. Commissioner Roman commented on the huge training project that would need to take place. Jay Welty agreed that there would be a learning process associated with the new system. Jay also said the new system including “Nimble” would save the Park District a significant sum of money.

NEW BUSINESS

None

RECOGNITION OF VISITORS

None

Commissioner Cushing announced that the next meeting will be held August 21, 2014 at the Village Hall.

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FINAL ADJOURN

At 8:18pm Commissioner Roman made a motion to adjourn. Commissioner Gelwicks seconded the motion.

Roll Call: Ayes: Commissioner Roman, Gelwicks, Cushing, Mahoney and Souter
 Nays: None
 Absent: None

Respectfully Submitted,

Mark Roman
Secretary