

Commissioner Kotula made a motion to approve the Resolution of Authorization for the Recreation & Fitness Center HVAC Replacement project. Commissioner Hellinga seconded the motion.

Roll Call: Ayes: Commissioners Kotula, Hellinga, Mahoney, McDonnell
 Nays: None
 Absent: Commissioner Dahlstrom

Commissioner McDonnell made a motion to approve Resolution #20-01 – A Resolution Adopting and Updated Sexual Harassment Policy. Commissioner Hellinga seconded the motion.

Roll Call: Ayes: Commissioners McDonnell, Hellinga, Kotula, Mahoney
 Nays: None
 Absent: Commissioner Dahlstrom

Commissioner Hellinga made a motion to approve Resolution #20-02 – A Resolution authorizing the acquisition of Real Estate property for the Downers Grove Park District. Commissioner McDonnell seconded the motion.

Roll Call: Ayes: Commissioners Hellinga, McDonnell, Kotula, Mahoney
 Nays: None
 Absent: Commissioner Dahlstrom

Commissioner Hellinga made a motion to authorize the Executive Director to enter into a contract with J.J. Advantage for an amount not to exceed \$74,800 (68,105.36 quote + 10% contingency) for purchase and installation of Avigilon Access controls for the Administrative Building and portions of the Lincoln Center. Commissioner Kotula seconded the motion.

Roll Call: Ayes: Commissioners Hellinga, Kotula, Mahoney, McDonnell
 Nays: None
 Absent: Commissioner Dahlstrom

Commissioner McDonnell made a motion to authorize the use of District funds towards travel expenses relating to the 2020 IPRA/IAPD Conference for Commissioners Bob Kotula and Cathy Mahoney at the rate of \$182 per person plus taxes and fees. Commissioner Hellinga seconded the motion.

Roll Call: Ayes: Commissioners McDonnell, Hellinga, Kotula, Mahoney
 Nays: None
 Absent: Commissioner Dahlstrom

BOARD BUSINESS

President Comments: President Mahoney wanted to thank staff for getting the 1846 Blodgett House ready for the Merry and Bright Celebration. She also discussed having the Marsh at Lyman Woods named the Gordon Goodwin Marsh. In the Park District by-laws, no action can be taken until three months from when this request was mentioned. It will be brought up again at the April 16th board meeting.

Commissioner Comments: None

STAFF AND COMMITTEE REPORTS

Executive Director: Bill McAdam thanked the staff and Recreation staff for preparing the New Year's Eve Countdown to Noon event. Approximately 215 children attended the event. The Board Reports are being updated by the Directors. The Golf Club remodel started on Monday and things are on target to be completed in February. The re-opening ceremony will be in the Spring. Bill also thanked Kevin Rozell for helping with the driving range cover. Now there is a timer at the range and the cut off time will be 10 p.m. The electrical panel is installed at the Golf Club. He also mentioned that the Master Plan is being updated and will be discussed at the February workshop. Bill also mentioned that he is talking with the Athletic Staff on how DG is going to operate the Sprayground.

Recreation: The report was included in the packet. Director of Recreation, Dave Haring mentioned that the Recreation Department will be having an intern this summer. The intern will be at DGPD approximately 14 weeks and starting mid-May. Superintendent of Customer Service, Sally Hayduck discussed registrations for the new year are going well. Also discussed was the pass procedure – it is now an easier process for staff. Sally mentioned that she is working with Sam Donovan on camp enrollments being online in the near future and that she attended the Vermont Systems Symposium in November and will be implementing new programming processes soon.

Fitness – The report was included in the packet. General Manager 4500 Fitness, Luke Wyss discussed the total fitness revenue was up \$83,000 in 2019; there were 3,000 more visits during December 2019 then December 2018 and that the overall membership is up 278 from a year ago. Also discussed was the partnership with Healthy Contributions – a new program (Renew Active) to replace Silver Sneakers. Luke is working on a new program Fitness on Demand – it is a virtual fitness platform. It will give another option for members if they miss their class to watch it online.

Marketing – The report was included in the packet. Director of Marketing & Community Engagement, Dawn Hartman discussed that a lot of different specials were going on throughout the Park District including zero enrollment, student winter break passes and \$5 for \$25 Group Exercise classes. Dawn also promoted a virtual job fair that received over 20 applications.

Planning – The report was included in the packet. Superintendent of Planning, ADA Coordinator, Paul Fyle discussed that a Request for Proposal for Sprayground equipment designs have been distributed and proposals will be discussed at the February 6th Workshop meeting. The renovation at McCollum Park, which will include the replacement of 56 fixtures within Miner Mike's will be complete within a few weeks. The weather halted progress on the Whitlock Park pathway and the contractor will return to Whitlock Park in the spring when warmer temperatures allow. Also discussed was V3 is completing preliminary design concepts for the winter by-pass pipe and will be re4viewing the concepts with staff in mid-January for the Prince Pond Dredging project.

Parks- The report was included in the packet. Director of Parks and Planning, Geoff Penman mentioned that the Parks Department is utilizing a new work order software program called Productive Parks. The Park District have received 209 trees for recycling. The ice rinks were installed at McCollum, Whitlock and Prince Pond and now waiting for the weather to cooperate. Also mentioned was the clubhouse renovation and projects completed by the Parks Department.

Finance – The report was included in the packet. Director of Finance and Technology, Erik Brown discussed that revenues are currently at 99% of what was budgeted for the year. All signs point to the District finishing the 2019 year better than projected. Also discussed was that the IT Department is currently working with Sentinel on getting all network and server equipment on-boarded in their system and that they have 5 interviews set up for a part-time IT technician.

SEASPAR –No report. Bill McAdam did thank Matt Corso for helping with the PARC grant.

Plan Commission – No report

UNFINISHED BUSINESS – None

NEW BUSINESS – None

RECOGNITION OF VISITORS –None.

Commissioner Mahoney announced that the next Park District Board Meeting will be held February 6, 2020 at the Lincoln Center.

FINAL ADJOURN

The meeting was adjourned at 8:12 p.m. following a motion made by Commissioner McDonnell and seconded by Commissioner Hellinga.

Roll Call: Ayes: Commissioners McDonnell, Hellinga, Kotula, Mahoney
 Nays: None
 Absent: Commissioner Dahlstrom

Respectfully submitted,

Lizz Hellinga
Secretary

DOWNERS GROVE PARK DISTRICT

January 16, 2020

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 – December 5, 2019 Regular and Executive Session Meetings
 - 2. Treasurer’s Reports
 - 3. Payment of Bills – In the amount of \$1,391,916.78
 - 4. Payout #1 (Partial) – Tully Brothers Paving, Inc. – Districtwide Asphalt Paving 2019
 - 5. Payout #1 – Integrated Lakes Management, Inc. – Lyman Woods, Three-Year Maintenance Work (2019-2021)
 - 6. Payout #1 – Hitchcock Design, Inc. – McCollum Park Sprayground Design & Engineering
 - 7. Payout #1 – V3 Companies, Ltd. – Prince Pond Dredging Design & Permitting
 - 8. Payout #2 – Engineering Resource Associates, Inc. – Patriots Park Pedestrian Bridge Engineering
 - 9. Payout #2 – Garaventa USA, Inc. – 1846 Blodgett House Restoration: Wheelchair Lift
 - 10. Payout #1 – Verde Solutions – McCollum Park and Lincoln Center Exterior Lighting Upgrade

- D. ACTION ITEMS
 - 1. Authorization to Bid – Recreation Center Cleaning Services
 - 2. PARC Grant Resolution Approval
 - 3. Approval of Resolution #20-01 – A Resolution Adopting An Updated Sexual Harassment Policy
 - 4. Approval of Resolution #20-02 – A Resolution Authorizing the Acquisition of Real Estate Property for the Downers Grove Park District
 - 5. Authorization for Purchase & Installation of Access Controls
 - 6. Approval of Travel Expenses for Board Members to attend the 2020 IAPD/IPRA Conference

- E. BOARD BUSINESS
 - 1. President Comments
 - 2. Commissioner Comments

F. STAFF AND COMMITTEE REPORTS

1. Executive Director
2. Recreation
3. Fitness
4. Marketing
5. Planning
6. Parks
7. Finance
8. SEASPAR
9. Plan Commission

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. 2020 Vehicles and Equipment Discussion

I. RECOGNITION OF VISITORS

J. THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD FEBRUARY 6, 2020 AT THE 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

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

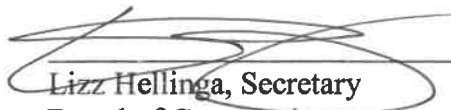
M. FINAL ADJOURNMENT

STATE OF ILLINOIS)
COUNTY OF DUPAGE)

CERTIFICATE

I, Lizz Hellinga, 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 January 16, 2020 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 20th day of February, 2020, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 20th DAY OF February, 2020


Lizz Hellinga, Secretary
Board of Commissioners
Downers Grove Park District

