

Minutes of a Regular Session of the Board of  
Park Commissioners of the Downers Grove Park  
District held on January 20, 2022 at the Recreation Center,  
4500 Belmont Road, Downers Grove, IL 60515

Call to Order Commissioner Mahoney called the meeting to order at 7:00 p.m.

**PRESENT:** Commissioners Bender, Dahlstrom, Kotula, McDonnell, Mahoney, Executive Director, Bill McAdam; Director of Human Resources, Marian Olund; Director of Recreation, Dave Haring; Director of Finance & Technology, Erik Brown; Director of Parks and Planning, Geoff Penman; Superintendent of Facilities, Kevin Rozell; Superintendent of Planning, ADA Coordinator, Paul Fyle; Superintendent of Fitness & Athletics, Luke Wyss; Superintendent of Technology, Chris Kapus; Clerk, Adine Wrzesinski

**ABSENT:** None \* \* \* \*

**Pledge of Allegiance:** The Pledge of Allegiance was recited.

**Changes to the Agenda:** None but because of time issues the first action item it might be moved further down the list.

**Visitors:** None

**Written Correspondence:** None

**CONSENT AGENDA:**

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

- Approval of Minutes – December 2, 2021 Regular and Closed Session Minutes
- Treasurer's Report
- Payment of Bills – In the amount of \$1,453,362.54
- Change Order #1 (DEDUCT) – Integrated Lakes Management, Inc. – Lyman Woods Three-Year Maintenance Work (2019-2021)
- Payout #3 (FINAL) – Integrated Lakes Management, Inc. – Lyman Woods Three-Year Maintenance Work (2019-2021)
- Payout #8 – Hitchcock Design, Inc. – McCollum Park Sprayground Design & Permitting

Commissioner Bender made a motion to approve the Consent Agenda as presented including the payment of bills in the amount of \$1,453,362.54. Commissioner McDonnell seconded the motion.

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

**ACTION ITEMS**

Commissioner Kotula made a motion to authorize the Executive Director to enter into a contract with US Tennis Court Construction Co for the Doerhoefer Park Tennis Court Resurfacing project, to include the Base Bid and Alternates #1 & #2, for a total contract amount of \$66,380.00. Commissioner McDonnell seconded the motion.

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

Commissioner Bender made a motion to authorize the Executive Director to accept the proposal received from Wight and Company to complete the Indoor Facilities Condition Assessment for all 21 buildings at a price not to exceed \$47,200. Commissioner Kotula seconded the motion.

Erik Brown discussed that the Indoor Assessment and Doerhoefer Park are coming in high and fortunately the HVAC is coming in low. The budget is off-setting itself and no concerns about the budget to cover all three projects. President Mahoney thinks it is wise to do all three at the same time.

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

President Mahoney opened the Bond Issuance Notification Act required hearing to receive any comments relative to the District's proposal to sell not to exceed \$3,500,000 in General Obligation Limited Park Bonds. These proposed bonds are to be issued for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the exiting land and facilities of the District and for the payment of the expenses incident thereto. There were no comments from the public. Eric Anderson (Piper/Sandler) gave a presentation via Zoom. Eric mentioned that interest rates have increased to begin the year, with near term rates more than doubling from mid-December. Also discussed was the refunding of Series 2015B Limited Park Bonds and we will still hit the objectives of the 2022 Financing. He mentioned that a reduction in principal from levy year 2022 into levy years 2023 and 2024 acts to buffer the adjustment to taxes given a 5.0% CPI for levy year 2022. Should interest rates continue to increase the refunding may need to be deferred. Piper/Sandler will be presenting for consideration at next month's regular meeting, February 17<sup>th</sup>, the bond sale ordinance. This will be a day of sale ordinance or we would ask the board to adopt a parameters ordinance. The parameters ordinance sets forth the next month's terms that could be undertaken with the final sale results and empowers 2 or 3 people (one has to be an officer of the Board and the other can be the Finance Director or Executive Director) and those individuals would then enter into the contract once we have the results from that. Commissioner McDonnell made a motion that the Public Hearing be adjourned. Commissioner Dahlstrom seconded the motion.

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

Commissioner McDonnell made a motion to authorize the Executive Director to award a contract to Midwest Mechanical, Inc. for the Recreation Center HVAC Replacement through the National Joint Powers Alliance (NJPA), for an amount not to exceed \$946,435.00. Commissioner Dahlstrom seconded the motion.

President Mahoney asked Erik to explain how the \$1 million dollars became available. Erik Brown discussed that the last 4-5 years, staff has been aware that the HVAC would need to be replaced. As money became available, the Park District started putting money away for this project. The Park District saved \$500,000 and the remainder of the money is coming from the capital budget.

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

Commissioner McDonnell made a motion for the Board to authorize the use of District funds towards travel meals and lodging at the 2022 IAPD/IPRA Soaring New Heights Conference in the amount of \$129.00 plus taxes for Bob Kotula on January 27-28 and \$258.00 plus taxes for Jon Dahlstrom on January 27-29. Commissioner Dahlstrom seconded the motion.

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

Commissioner Bender made a motion to award a contract to Direct Fitness Solutions/Ecore for the fitness floor replacement through Sourcewell, for an amount not to exceed \$111,192.37. Commissioner Kotula seconded the motion.

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

## **BOARD BUSINESS**

**President Comments** – President Mahoney hopes we can have a productive year with less challenges that we had last year.

**Commissioner Comments** –None

## **STAFF REPORTS**

**Executive Director** – Executive Director, Bill McAdam discussed that pins were given out to Board Members today at the meeting for the accreditation to wear at the IAPD/IPRA Conference. We purchased 100 of the pins and all staff will wear them as well. We will receive the plaque at the luncheon and Cathy, Sandra and Dave will be accepting the plaque. Afterwards, there will be pictures taken.

Bill also discussed that he had a meeting this week regarding McCollum with Joe Brusseau and F.H. Paschen. Staff discussed a JOC (Joint Order Contract) for the pricing of the project. The budget will be really tight and this will be a way to control some of the costs. The other update we made at McCollum is searching for square umbrellas instead of cabanas. Also, Bill mentioned that he still did not hear anything about the OSLAD grant.

**Recreation** – The report was included in the Board Packet. Director of Recreation, Dave Haring mentioned that the Park District came up with Candy Cane Lane instead of The Polar Express and had 159 families attend. At Lyman Woods, we have a new program called Lyman Woods Nature Connections After School program and finished with 62 participants. Dave also discussed that the museum hosted an Oral History with Gordon Goodman and his wife Nancy before their move out of state to learn more about their history and connections to Downers Grove. Dave also mentioned that he is proud of the Rec Staff for continuing to develop and implement programs.

**Fitness** – The report was included in the Board Packet. Superintendent of Fitness & Athletics, Luke Wyss mentioned that the total membership is going in the right direction. The Fitness Center was up 105 members in December from November. The Fitness Center has 5 new elliptical machines and 3 new upright bikes. The track is a big hit for everyone. We are up to 812 members. President Mahoney asked since there has been a lot of communication on the pickleball courts if he can expand on that subject? Luke mentioned that the gym has permanent lines on 3 of the courts. The middle gym and east gym does not have lines. In order to accommodate the players, the Park District purchased 3 more nets and bought temporary lines. Players prefer a more solid line so we are trying to come up with ideas that won't destroy the varnish of the floor.

**Marketing** – Report was included in packet. No report given.

**Planning** – The report was included in the Board Packet. Superintendent of Planning, ADA Coordinator, Paul Fyle discussed that the Park District is planning on the renovation of Dunham Place Park. There was a planning survey sent to residents for input. Staff anticipates requesting authorization to bid at the February 17<sup>th</sup> Board meeting. Also discussed the McCollum Park Sprayground and tennis improvements. In December, the Park District staff and the consultant team held a meeting to review the 100% Design Development drawings. We did submit a grant application for Constitution Park for renovation of the playground. The grant is called the Rebuild Downtowns & Main Streets administered by the Department of Commerce & Economic Opportunity. It will be awarded in mid-April. President Mahoney asked how many tennis/pickleball courts will be at the new McCollum? The plan included 8 permanent pickleball courts and 6 tennis courts.

**Parks** –The report was included in the Board Packet. Director of Parks and Planning, Geoff Penman mentioned that Matt Bucher is the new forester and started in mid-December. The Christmas Tree Recycling bins were placed at McCollum and Whitlock parks - approximately 60- trees have been chipped. Geoff also mentioned that all three ice rinks are open now.

**Human Resources** – The report was included in the Board Packet. Director of Human Resources, Marian Olund discussed that the Park District is still having hiring challenges and are posting positions directly with local high schools. Also mentioned that bargaining is back on the table for the union employees and HR and Finance are evaluating payroll systems that would best compliment the District’s payroll and HRIS needs.

**Finance & IT** – The report was included in the Board Packet. Director of Finance and IT, Erik Brown mentioned that all the results in the report are preliminary due to invoices that are still coming in from November and December. Erik discussed that the District finished 2021 at a 5-year high for cash due to reduced capital spending from the pandemic and strong golf/recreational revenues. Also discussed was that staff is beginning to train various departments on the use of ReadySign. This will provide the ability to create various efficiencies and support the online management of numerous forms through e-signature. Staff has installed cameras at the Doerhoefer turf, offering additional surveillance for a valuable asset and that access controls are nearly completed for Memorial Bandshell at Fishel Park and the Lyman Woods Interpretive Center.

**SEASPAR** – Executive Director, Bill McAdam mentioned that SEASPAR is starting their master planning process. They are also going for certification for the accreditation program. Also discussed was that SEASPAR just finished their budget year. This is their first year to be on a calendar fiscal year so this will align them with other Park Districts.

**UNFINISHED BUSINESS** – None

**NEW BUSINESS** –Executive Director, Bill McAdam discussed that we were going to be required by the state to have a program in place that all of our employees were either vaccinated or tested on a weekly basis. All employees meant part-time employees. Bill was monitoring this very closely, the supreme court was striking down the federal mandate and the state is staying with their mandate. Right now we are okay and don’t have to do anything but if the mandate changes this will be very difficult to manage.

**RECOGNITION OF VISITORS** – None

Commissioner Mahoney announced that the next Park District Board Meeting will be held February 3, 2022, at the Recreation Center, Multi-Purpose Room.

**ADJOURN TO CLOSED SESSION:**

The meeting was adjourned to closed session at 8:34 p.m. following a motion made by Commissioner McDonnell and seconded by Commissioner Kotula.

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

**FINAL ADJOURNMENT**

The meeting was adjourned at 8:40 p.m. following a motion made by Commissioner McDonnell and seconded by Commissioner Kotula.

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



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Robert E. Kotula, Secretary  
Downers Grove Part District