

Minutes of a Workshop Session of the Board of
Park Commissioners of the Downers Grove Park
District held on February 4, 2021 via Zoom Conferencing

Before roll call Executive Director, Bill McAdam read that the meeting will be conducted by audio or video conference without a physically present quorum of the Downers Grove Park District Board of Commissioners because of the disaster relief. Bill McAdam asked each Board member if they can hear and see everyone in the Zoom conference. All Board Members confirmed.

Call to Order Commissioner Mahoney called the meeting to order at 7:01 p.m.

PRESENT: Commissioners Dahlstrom, Kotula, Mahoney, McDonnell; 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; Director of Marketing & Community Engagement, Dawn Hartman; Superintendent of Planning, Paul Fyle; Superintendent of Technology, Chris Kapus; Attorney, Derke Price; Clerk, Adine Lenon

ABSENT: None * * * * *

Changes to the Agenda: None

Visitors: None * * * *

DISCUSSION ITEMS:

CONSIDERATION OF PROFESSIONAL SERVICES – PHONE SERVER REFRESH – Director of Finance and IT, Erik Brown started the conversation by saying that even though this project does not exceed the \$25,000 threshold for Board approval, Staff still recommends the Board’s approval due to the cost and importance of the project. Superintendent of IT, Chris Kapus discussed that in 2014 the Park District replaced its internal phone system from multiple vendors, with a Cisco Unified IP based phone system at all locations. In 2019, Cisco announced the End-of-Life for our current server on 12/31/2021, as well as for Call Manager version 11. Due to this announcement staff budgeted \$14,000 for the professional services and hardware required for this replacement. Chris mentioned that the Park District received a quote from Sentinel, who also manages and supports our phone system, for \$24,964. This is almost \$10,000 more than was budgeted due to two factors. The first is they will be adding a virtual server failover redundancy should the new server fail. The second factor was our budget estimate did not consider the cost for upgrading the Operating System and Call Manager to the latest version on each of the 7 virtual servers. Their server and support have already been purchased, with the Executive Director’s approval, in order to take advantage of Cisco year-end sale pricing. Chris is seeking permission from the Board to bypass the bidding process for the professional services portions of this server refresh project and award it to Sentinel for their quote of \$13,872. The Board concurred to add this to the February 18, 2021 Consent Agenda for approval.

MISCELLANEOUS:

CLEARING PATHWAYS – Executive Director, Bill McAdam mentioned that even though we haven’t cleared the pathways in the past due to equipment and staff that Patriots Park and McCollum Park pathways are being cleared by Staff. He thanked the Parks Staff for working hard on that project. He also mentioned to the Board that he did call the gentleman that requested this and is waiting to hear back from him.

PRINCE POND UPDATE – Director of Parks and Planning, Geoff Penman updated the Board on the Prince Pond Project. He discussed that the construction activity within the pond is complete, so water will no longer be pumped out of the pond, and it will slowly fill with water as snow melts. Geoff mentioned that a total of 2,995 cubic yards of sediment was removed. The contractor removed the existing concrete boat launch that had served as the construction access point and poured a new concrete boat launch to replace it. The handrails still need to be added on the ramps. Executive Director, Bill McAdam thanked Geoff Penman and Paul Fyle for their leadership on this project.

VACCINE DISTRIBUTION SITE – Executive Director, Bill McAdam mentioned that he has been in contact with Dave Fieldman from the Village and discussed on having a vaccine distribution site within Downers Grove. He has been in touch with the county and has been talking with Jewel-Osco. The suggestion for the location would be at the Fitness Center in the gymnasium but only during the week since the weekend would be too busy with sports. Commissioner McDonnell thinks this is a great idea and a great public service.

RECOGNITION OF VISITORS – None

ADJOURN TO CLOSED SESSION:

The meeting was adjourned to closed session at 7:26 p.m. following a motion made by Commissioner McDonnell and seconded by Commissioner Kotula.

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

FINAL ADJOURNMENT

The meeting was adjourned at 8:11 p.m. following a motion made by Commissioner McDonnell and seconded by Commissioner Kotula.

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

Respectfully submitted,

Robert E. Kotula, Secretary
Downers Grove Park District



DOWNERS GROVE PARK DISTRICT

February 4, 2021

7:00 P.M.

*Administration Building, 2455 Warrenville Road,
Downers Grove and by Zoom Conferencing*

This meeting will be conducted by audio or video conference without a physically present quorum of the Downers Grove Park District Board of Commissioners because of a disaster declaration related to COVID-19 public health concerns affecting the jurisdiction of the Park District. The President of the Board of Commissioners has determined that an in-person meeting at the Administration Building, 2455 Warrenville Road, with all participants is not practical or prudent because of the disaster. Commissioners, Staff and chief legal counsel will not all be physically present at the Administration Building, due to the disaster. Physical public attendance at the Administration Building may be limited, so alternative arrangements for public access to hear or view the meeting are available here:

Public participation instructions:

Computer Access – Join Zoom Meeting: <https://us02web.zoom.us/j/81603674567>, **Meeting ID: 816 0367 4567**

Phone Access, Audio Participation for Chicago Region: 1-312-626-6799 US (Chicago), Meeting ID: 816 0367 4567

YOU WILL BE ABLE TO PARTICIPATE DURING THE “RECOGNITION OF VISITORS” PORTIONS OF THE MEETING. FOR EASE YOU MAY ALSO EMAIL YOUR COMMENTS PRIOR TO THE START OF THE MEETING TIME AND YOUR COMMENT WILL BE READ ALOUD ON YOUR BEHALF. SEND COMMENTS TO CKAPUS@DGPARKS.ORG.

EMAIL CKAPUS@DGPARKS.ORG IF YOU ARE HAVING PROBLEMS LOGGING IN TO THE MEETING. THE MEETING WILL ALSO BE AUDIO OR VIDEO RECORDED AND MADE AVAILABLE TO THE PUBLIC, AS PROVIDED BY LAW

WORKSHOP MEETING AGENDA

- A. CONVENING THE MEETING
 - 1. Call to Order
 - 2. Roll Call
 - 3. Changes to the Agenda

- B. COMMUNICATIONS
 - 1. Recognition of Visitors (see instructions above)

- C. DISCUSSION ITEMS
 - 1. Consideration of Professional Services - Phone Server Refresh
 - 2. Miscellaneous

- D. RECOGNITION OF VISITORS (see instructions above)

E. THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD FEBRUARY 18, 2021 VIA ZOOM CONFERENCING.

F. ADJOURN TO CLOSED 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

G. FINAL ADJOURNMENT

STATE OF ILLINOIS)
COUNTY OF DUPAGE)

CERTIFICATE

I, Robert E. Kotula, 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 February 4, 2021 Workshop 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 18th day of February, 2021, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 18th DAY OF February, 2021



Robert E. Kotula, Secretary
Downers Grove Park District

