

Minutes of a Regular Session of the Board of
Park Commissioners of the Downers Grove Park
District held on February 17, 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, 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 (via Zoom); Director of Marketing & Community Engagement, Dawn Hartman; Superintendent of Fitness & Athletics, Luke Wyss; Superintendent of Planning, ADA Coordinator, Paul Fyle (via Zoom); Superintendent of Technology, Chris Kapus; Clerk, Adine Wrzesinski

ABSENT: Commissioner Dahlstrom
* * * *

Pledge of Allegiance: The Pledge of Allegiance was recited.

Changes to the Agenda: Under New Business there will be a draft letter to the Village of Downers Grove regarding the Longfellow Property

Visitors: None

Written Correspondence: None

CONSENT AGENDA:

- Executive Director Bill McAdam listed the items on the Consent Agenda as follows:
- Approval of Minutes – January 20, 2022 Regular and Closed Session Minutes, February 3, 2022 Workshop Session Minutes
- Treasurer’s Report
- Payment of Bills – In the amount of \$713,683.45
- Payment #9 – Hitchcock Design, Inc. – McCollum Park Sprayground Design

Commissioner Bender made a motion to approve the Consent Agenda as presented including the payment of bills in the amount of \$713,683.45. Commissioner Kotula seconded the motion.

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

ACTION ITEMS

Commissioner Bender made a motion to approve Ordinance #1303 – An Ordinance providing for the issue of not to exceed \$3,500,000 General Obligation Limited Tax Park bonds, Series 2022, for the building, maintaining, improving and protecting of the existing land and facilities and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof. Commissioner McDonnell seconded the motion.

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

Commissioner McDonnell made a motion to grant authorization to bid the Dunham Place Park Playground Renovation. Commissioner Kotula seconded the motion.

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

Commissioner Kotula made a motion to grant authorization to bid the site demolition for 1925 Curtiss Street. Commissioner McDonnell seconded the motion.

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

Commissioner Bender made a motion to approve the updated Personnel Manual. Commissioner McDonnell seconded the motion.

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

Commissioner McDonnell made a motion to authorize the Executive Director to enter into a contract with Pepsi Beverages Company to serve as the District's exclusive soft drink provider for a period of three years expiring on March 1, 2025. Commissioner Kotula seconded the motion.

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

BOARD BUSINESS

President Comments – None

Commissioner Comments –None

STAFF REPORTS

Executive Director – Executive Director, Bill McAdam discussed that earlier in the week he met with the DuPage County Business Bureau and the Downers Grove Business Bureau to talk specifically about the Walnut Property. The Park District will be seeking feasibility studies and both Bureau's will provide the Park District recommendations on companies that they have used in the past and are interested in partnering with us on this study, as they see that this benefits the overall County on an athletic standpoint. Bill also attended the Village of Downers Grove Tax Increment Financing Meeting. It was the first step in the TIF process that we discussed with the Board about a month ago. The Village is looking to create a TIF that is limited to just the Village Hall and Police Department property, at which part would be sold off for development. That TIF would be used to help pay for the new Village Hall construction. Also discussed was that Bill was in a ratings call today with S&P. The Park District is currently rated AA+. Bill wanted to congratulate Erik Brown and Tricia Farkas for being very well prepared. The District looks good from a financial standpoint both on board policies and the finance department. We followed up with the bond attorney and they will recommend the bond sale.

Recreation – The report was included in the Board Packet. Director of Recreation, Dave Haring mentioned that Winter/Spring 2022 classes began in January with 239 students enrolled. Events in February includes Daddy/Daughter Winter Wonderland Ball and Mom/Son Nerf Night Challenge. Staff is working on non-traditional families for these events. Soccer registration was at 302 participants. Priority registration for Lincoln Learning Center, the LINK Afterschool program and NaturePlay School for the 2022-2023 school year took place online beginning 9 a.m. on January 31st, many thanks to the Superintendent of Recreation (Michelle Pusateri) who streamlined this process for the upcoming school year.

Fitness – The report was included in the Board Packet. Superintendent of Fitness & Athletics, Luke Wyss mentioned that insurance memberships have grown at the start of the New Year. The track key fob continues to do well with over 1,000 participants.

Marketing – Report was included in packet. Director of Marketing & Community Engagement, Dawn Hartman discussed that the Park District participated in the Annual IPRA Agency Showcase Competition at the IAPD/IPRA Conference. The District was awarded 1st place social media campaign for the 2021 summer concert series. Production on the Summer Recreation Guide is complete and includes the District's Summer Camp information. Resident delivery will begin Feb. 23rd and registration begins March 14th. She also discussed that the Summer Concert Series has been announced and will have a rotation of beer on one tap from local breweries.

Planning – The report was included in the Board Packet. Superintendent of Planning, ADA Coordinator, Paul Fyle mentioned that in January 2022, staff reviewed the 100% design development drawings and provided feedback to the consultant (Hitchcock Design). The consultants are now busy preparing the first draft set on Construction Drawings (CDs). The 50% CD set was received on Tuesday.

Parks –The report was included in the Board Packet. Director of Parks and Planning, Geoff Penman mentioned that the Parks Department is busy with plowing snow and working on equipment. He also mentioned that the Park District had a successful year for ice rinks.

Finance & IT – The report was included in the Board Packet. Director of Finance and IT, Erik Brown discussed the District started the year with the strongest January cash balance of the past 5 years. Revenues once again are starting the year slow, but better than last year. Erik also mentioned that the audit starts next week. Information Technology highlights are that staff finished an information Zoom meeting series that reviewed the IT and Finance Manuals and a new series of training sessions on email security will begin shortly, with various testing and information knowledge for IT user security.

SEASPAR – No report

UNFINISHED BUSINESS – None

NEW BUSINESS –Executive Director, Bill McAdam asked Commissioner Kotula to read the open letter to the Downers Grove Village Council. Commissioner Kotula read the letter out loud. The board gave consensus for the letter to be posted to the website.

RECOGNITION OF VISITORS – None

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

FINAL ADJOURNMENT

The meeting was adjourned at 7:41 p.m. following a motion made by Commissioner McDonnell and seconded by Commissioner Bender.

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

Robert Kotula

3F52EDE1B8FBDB122B87E8B33E5840D2

readysign

Robert E. Kotula, Secretary
Downers Grove Part District