

Minutes of a Regular Session of the Board of  
Park Commissioners of the Downers Grove Park  
District held on April 21, 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; Director of Marketing & Community Engagement, Dawn Hartman; Superintendent of Facilities, Kevin Rozell; Superintendent of Fitness & Athletics, Luke Wyss; General Manager Golf Course, Ken McCormick; Superintendent of Finance, Tricia Farkas; Superintendent of Technology, Chris Kapus; Clerk, Adine Wrzesinski

**ABSENT:** None  
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**Pledge of Allegiance:** The Pledge of Allegiance was recited.

**Changes to the Agenda:** None

**Visitors:** Pierce Downers Heritage Alliance  
Ken Lerner and Rich Kulovany were present at the meeting. Ken expressed his appreciation in working with Lyman Woods and presented a check for \$1,080 to offset some of the costs of materials needed for the Wonder Woods Field Trip Program. He also presented another check for \$95 to sponsor a 2<sup>nd</sup> tree for the Arbor Day planting.

**Written Correspondence:** None

**CONSENT AGENDA:**

- Approval of Minutes – March 17, 2022 Regular Meeting Minutes and April 7, 2022 Workshop and Closed Session Meeting Minutes
- Treasurer’s Report
- Payment of Bills – In the amount of \$1,099,771.06
- Payout #11 – 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 \$1,099,771.06. 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 approve the Comprehensive Annual Financial Report for the Fiscal Year Ending December 31, 2021. Commissioner Bender seconded the motion.

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

Commissioner McDonnell made a motion to authorize the Executive Director to enter into a contract with D & J Landscape Inc., for the Dunham Place Park Playground Renovation 2022, to include the Lump Sum Base Bid and Alternates #1 & #2 for a total contract amount of \$174,086.15. Commissioner Dahlstrom seconded the motion.

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

Commissioner Bender made a motion to authorize the Executive Director to enter into an agreement with Kendall Excavating for the 1925 Curtiss St. Demolition, for an amount not to exceed \$24,491.00 for all work as specified. Commissioner Kotula seconded the motion.

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

Commissioner Kotula made a motion to authorize the Executive Director to purchase the McCollum Park Sprayground equipment from Vortex Aquatic Structures International, at a cost of \$108,231.20 per the quote dated April 8, 2022 and including NPPGov Pricing. Commissioner McDonnell seconded the motion.

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

Commissioner Bender made a motion to grant Authorization to Bid the portable restrooms. Commissioner McDonnell seconded the motion.

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

Commissioner Dahlstrom made a motion to grant Authorization to Bid the 2022 fitness equipment replacement project. Commissioner Kotula seconded the motion.

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

Commissioner McDonnell made a motion authorize the Executive Director to enter into an agreement with F.H. Paschen for the Golf Course Clubhouse Patio and Walkway replacement project, for a total contract amount not to exceed \$220,000.00. Commissioner Bender seconded the motion.

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

## **BOARD BUSINESS**

**President Comments** – President Mahoney expressed the Boards appreciation to Erik Brown and his staff for the fine audit work.

**Commissioner Comments** –None

## **STAFF REPORTS**

**Executive Director** – Executive Director, Bill McAdam wanted to circle back to McCollum Park. He mentioned that the Park District is still having F.H. Paschen price out the McCollum Project based on the job order. Hoping the price will come down. Still pursuing that. At the next board meeting, Staff will have a full presentation on

McCollum to get the Board up-to-speed on that project. Commissioner Dahlstrom asked if at the next workshop meeting, is the Board recommending going forward with the project based on Staff recommendations? Bill responded yes. We will be seeking authorization to go to bid. Bill also mentioned that at the last session of the general assembly they passed the bid limit increasing it from \$25,000 to \$35,000 and waiting on the Governor to sign it. Also June is the Park Tour and Staff is recommending doing a full campus tour of the Museum.

**Recreation** – The report was included in the Board Packet. Director of Recreation, Dave Haring mentioned that District 58, 1<sup>st</sup>-3<sup>rd</sup> graders are expected to participate in the Wonder Woods Field Trip at Lyman Woods. Also discussed that 27 people participated in the Tree to Table: Maple Syrup program. Dave mentioned that both the youth soccer and youth flag football leagues have record participation for the spring season. March 14 was the 1<sup>st</sup> day of resident registration and had over \$419,000 in web registrations.

**Golf** – The report was included in the Board Packet. Golf Course General Manager, Ken McCormick discussed that all leagues have returned for the 2022 season. Ken mentioned that the golf course will be presenting the twilight leagues with different food vendors throughout the season (3 nights a week) and the Downers Grove Golf App will be returning for the 2022 season.

**Marketing** – Report was included in packet. Director of Marketing & Community Engagement, Dawn Hartman discussed that the Marketing team has been working with the Natural Resources Team to promote the Arbor Day seedling giveaway, which will take place on April 28<sup>th</sup> and 29<sup>th</sup>. The Marketing Team also helped promote the 2022 Founders Day Activities.

**Planning** – The report was included in the Board Packet. Director of Parks & Planning, Geoff Penman discussed that the Planning Department staff met with Natural Resources and Marketing staff to review and discuss proposed updates to the Memorial Tree & Bench donation program. Also mentioned was that staff has begun preparing the irrigation system design and bid documents for Doerhoefer Park.

**Parks** –The report was included in the Board Packet. Director of Parks and Planning, Geoff Penman mentioned that the Parks Department started mowing and at Mar Duke Farm staff completed construction of 2 new raised beds and completed site modifications to allow for accessibility.

**Human Resources** – The report was included in the Board Packet. Director of Human Resources, Marian Olund mentioned that there are still some seasonal positions that are a struggle to fill. The Park District hired three full-time staff members and Marian also mentioned that she is still working with the bargaining agreement.

**Finance & IT** – The report was included in the Board Packet. Director of Finance and IT, Erik Brown mentioned that the cash balance is more robust than any time in the last 5 years. This is due to a strong 2021, over \$800,000 of Developer Donations this year, and the proceeds from the \$3.5 million bond. Operating revenues are performing well through the first quarter of the year, almost doubling last year at this time.

**SEASPAR** – Executive Director, Bill McAdam mentioned that SEASPAR is having their Believe & Achieve Banquet and if the Board would like to attend to please let Adine know.

**UNFINISHED BUSINESS** – None

**NEW BUSINESS** - None

**RECOGNITION OF VISITORS** – None

Commissioner Mahoney announced that the next Park District Board Meeting will be held May 5, 2022, at the Recreation Center, Multi-Purpose Room.

**ADJOURN TO CLOSED SESSION**

The meeting was adjourned to closed session at 8:33 p.m. following a motion made by Commissioner McDonnell and seconded by Commissioner Bender.

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

**FINAL ADJOURNMENT**

The meeting was adjourned at 10:01 p.m. following a motion made by Commissioner McDonnell and seconded by Commissioner Bender.

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

*Robert Kotula*

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Robert E. Kotula, Secretary  
Downers Grove Part District