

Minutes of a Special Meeting Session of the Board of
Park Commissioners of the Downers Grove Park
District held on May 5, 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 (via Zoom), 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 Planning, ADA Coordinator, Paul Fyle; Superintendent of Technology, Chris Kapus; Clerk, Adine Wrzesinski

ABSENT: None
* * * *

Pledge of Allegiance: The Pledge of Allegiance was recited.

Changes to the Agenda: None

Bill McAdam mentioned to the Board that Bob Kotula was attending the board meeting via Zoom per the COVID protocol and that today's meeting is a special meeting that will have action items.

Visitors: None

Written Correspondence: None

DISCUSSION ITEMS

MCCOLLUM REMODEL – Executive Director, Bill McAdam mentioned to the Board that this discussion will be followed by an action item. Joe Brusseau from Hitchcock Design and his team is joining the meeting via Zoom to discuss the McCollum Park remodel. Due to inflation and engineering costs, this project has increased one millions dollars. Joe will go through items that have increased and will discuss and present a list of reductions to the project. Erik Brown will have funding sources for the full amount on what is over budget. Staff met with F.H. Paschen today to discuss a JOC contract and will be anticipating pricing from them by May 20th. Joe went over construction costs and changes of cost opinions. Also discussed was the construction alternates to try to reduce the cost. Joe would still like to bid the entire project but have certain items as alternate bids to get back to a budget where the Park District is comfortable with. This list included: asphalt walk paths, planting, site furnishings, splash pad lighting and irrigations, square umbrellas, square shelter, large shelter, splash pad UV system, splash pad pavement cross-section, flat drains under courts and concrete seating wall in splash pad. Director of Finance & IT, Erik Brown discussed the requirements of the bond – 1. We have to enter into a contract within 6 months after receiving the funds and 2. Have to spend all the money in 3 years. In regards to the cost, the Park District budgeted \$3.4 million as a full number for the project. Three million was from the bond and \$400,000 was from OSLAD. When the OSLAD Grant came off, the Park District was forced to find another \$1 million dollars on how to pay for this. Fortunately, this year, we received \$870,000 from a developer donation. We were going to use this money for projects for next year. We can use this money to go for the full project. We would have the \$3.5 million in bond money, \$870,000 from the developer donation and then there was \$350,000 for the fitness center lobby. Adding up all three things, that would accommodate \$4.7 million. Commissioner Bender asked if we cut these other projects we wouldn't have to cut from the McCollum Project? Erik responded yes. This allows the full capacity of the project to go forward. Bill McAdam recommends still bidding out with some alternates to give the Park District some flexibility. The Board concurred on having alternates for the square shelter & hex shelter at playground, flat drains under courts, concrete seating wall in splash pad, reduced plantings and reduced site furnishings. Full details regarding the conversation for the McCollum remodel can be found on our website under about us, podcasts and click on May 5.

COST RECOVERY – Director of Finance and IT, Erik Brown discussed that the DGPD decided to take part in an independent revenue and cost analysis provided by professionals at 110% and Amilia. This inquiry, called the “Residential Service Sustainability Strategy” looks at revenues and expenses to provide a third party report of the cost recovery the District receives on each dollar spent for various services and activities. Erik reviewed a chart with results of the strategy with the board stating that many areas are not performing at optimal levels, but our current pricing isn’t completely unjustified. Staff believes that the analysis was a good first step and moving forward Staff would like to do the analysis in-house. Staff would take the internal steps of updating the Revenue Policy; develop a multi-year plan to annually phase-in a Cost Recovery Process; begin looking at updated pricing and incorporate into the long-term planning for the District. Commissioner Dahlstrom asked if this will be done a couple times a year? Erik responded that he would like it to be done bi-annually. Commissioner Bender asked how many staff and hours were used to complete the analysis? Erik responded that he did not track the DGPD Staff and doesn’t know if 110% tracked their staff’s time and hours. Executive Director, Bill McAdam thanked Staff for all of the hours put in to this analysis.

WALKING TRACK MEMBERSHIP FEES FOR NON-RESIDENTS-Director of Recreation, Dave Haring discussed with the Board that the track has been a popular amenity at the Recreation & Fitness Center. Currently there are over 1,000 unique track users and of these track users, roughly 270 are non-residents. Staff believes that in order to help control the usage of the track to insure priority goes to our residents and fitness center memberships, all non-resident track users should be required to purchase an annual track membership. Staff’s recommendation would be to establish a track membership for non-residents at \$75 per year. This fee would be lower than three of the surrounding districts. Non-resident fee for all new users would start September 1, 2022 and begin charging current non-resident track users a membership fee starting January 1, 2023. Commissioner Kotula would like staff to look into the Silver Sneakers program again. The Board gave consensus to follow the schedule Dave suggested for non-resident fees.

MISCELLANEOUS – Executive Director, Bill McAdam discussed that he will not physically be at the May 19, 2022 Board Meeting but will attend via Zoom. Bill also mentioned that there will be a Closed Session meeting at the next Board Meeting to discuss raises with Erik Brown.

ACTION ITEMS

Commissioner Dahlstrom made a motion to grant authorization to bid the McCollum Park Sprayground & Tennis Improvements with alternates items – square shelter & hex shelter at playground, flat drains under courts concrete seating wall in splash pad, reduced plantings and reduced site furnishings. Commissioner McDonnell seconded the motion.

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

RECOGNITION OF VISITORS – None

Commissioner Mahoney announced that the next Park District Board Meeting will be held May 19, 2022, at the Recreation Center, Multi-Purpose Room.

ADJOURN TO CLOSED SESSION

The meeting was adjourned to closed session at 9:16 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

RECONVENE IN PUBLIC SESSION:

Commissioner McDonnell made a motion to approve the Executive Director to enter into a contract for the purchase of 943 Maple Avenue, Downers Grove, IL 60515. Commissioner Bender seconded the motion.

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

ADJOURN TO CLOSED SESSION NOT TO RETURN TO PUBLIC SESSION:

The meeting was adjourned to closed session not to return to public session at 9:22 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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readysign

Robert E. Kotula, Secretary
Downers Grove Part District