

Minutes of a Workshop Session of the Board of
Park Commissioners of the Downers Grove Park
District held on May 6, 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 and Community Engagement, Dawn Hartman; Superintendent of Planning, Paul Fyle; Superintendent of Facilities, Kevin Rozell, Superintendent of Technology, Chris Kapus; Clerk, Adine Lenon

ABSENT: None
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Changes to the Agenda: None

Visitors: None
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DISCUSSION ITEMS:

WALNUT PARK UPDATE

Executive Director, Bill McAdam mentioned that he has been meeting with the Alter Group and Wight & Company on concepts plans that we have been developing in response from the rest of the community. They are working on some rough pricing and what a lease-to-own cost would be. We want to make sure that we are in the realm of possibility that this would be feasible to do. If we pass that test, then we would bring the concepts back to the board for one final time to look at and then start an extensive community engagement process. The engagement process will be at least 6-9 months. Commissioner Dahlstrom asked when we anticipate the community engagement to begin? Bill responded in July or August.

CONCERT SERIES UPDATE

Director of Marketing and Community Engagement, Dawn Hartman discussed that the concert series will look a little different this year and wanted to provide the Board with an update on what it will look like and how it will work. Concerts will begin at 7:00 p.m. on Tuesday's from May 25th through August 17th at Fishel Park. The Park District will offer a virtual option this year for those not ready for an in-person event or could not attain tickets. The concerts will be live streamed on YouTube. We will also have little slips of paper to hand out to attendees to let them know about upcoming concerts and how to obtain tickets for future concerts. To meet the state guidelines, we are going to require tickets this year. The Park District will release tickets online at 5 p.m. one week prior to each concert date. We will be using Eventbrite and people can reserve up to 6 tickets for their family. If they need additional tickets they can email us at events@dgparks.org so we can handle that on the back end. There will be 3 different entrances. We will be placing a soft fence around the perimeter to create the 3 main entrances so we can do the ticketing process. The state and village have approved the liquor license so we will be offering alcoholic beverages this summer and we will have 3 food vendors on site. We will be doing a social media campaign next week and share the news about the ticketing and that tickets are required. Commissioner McDonnell asked if the tickets are going to be free or is there a price? Dawn responded that they will be free. Commissioner McDonnell suggested to make it clear that the concert is free. Commissioner Mahoney asked what is the capacity for the first concert? The Park District is comfortable with 500 right now and will be able to have the ability to increase it each week. President Mahoney asked if tickets will still be required even if we pass this next phase? Bill McAdam responded once the requirements are lifted we will be going back to normal. Bill wanted to thank Dawn for rebuilding this program from the ground up. Commissioner Dahlstrom asked with the Eventbrite software will there be a virtual ticket or paper ticket? Dawn responded that they can show the ticket on the mobile device or it can be a paper ticket.

RECREATION REGISTRATION UPDATE

Director of Recreation, Dave Haring discussed that the summer registration began on April 26th and we were off to a very good start. As of April 26th through today we have brought in \$421,000 in summer program registration. If you compare this to 2019 we are \$50,000 ahead. On the first day of registration, April 26th, we brought in \$326,000 for that one day. With the Bridge phase coming up we will be able to increase the capacity for the programs and this will allow us to address waitlists for these programs. This past Monday was the non-resident registration and the Park District brought in another \$32,000. From the Fitness Center perspective, the last two months we have seen an increase in fitness memberships. Bill McAdam discussed the locker rooms at the Fitness Center. They have been closed for over a year. We will reopen the locker rooms during the Bridge Phase and the steam rooms will remain closed. Commissioner Kotula asked if masks will still be required while exercising? Bill responded yes unless the state changes the guidelines.

MAY 20TH IN-PERSON BOARD MEETING PROCESS

Executive Director, Bill McAdam gave an overview on how the May 20th board meeting will work. The capacity will be 50 people in the Multi-purpose room in the Recreation Center. There will be 50 chairs set up in the room and there will be signs on the door that it will be on Zoom. Bill mentioned that he met staff today at the Rec Center and will meet again the day of the meeting. Each board member will have their own table. Staff will have tables facing the Board and the Board will be looking at the public and Directors. There will be a whiteboard screen that will be interactive like a big touch screen. This meeting will be hybrid and will be broadcast by Zoom. This way we still can accommodate people at home and will still be able to ask questions during the visitor portion of the meeting. Once the restrictions are lifted, our plan is to mimic the cable television. It will be live streamed and the link would go on the webpage and the video would come up. Chris Kapus has done a fantastic job getting all the electronic equipment. Microphones will be in front of each board member, cameras and the whiteboard. This is our bi-annual meeting and will be two separate meetings. Staff reports will be in BoardPac but will not be discussed.

MISCELLANEOUS

Executive Director, Bill McAdam mentioned that staff met with a company on a smart approach to cost recovery. They have tools that really help identify what it costs us to provide programs and services. We've been looking at this and will bring the recommendation to the Board. This will be helpful with affiliates to identify what it cost per hour to provide a soccer/football field. We just had an introductory meeting with them and Erik is doing some more research. There are a couple of different options we can go forward with. Commissioner Dahlstrom asked what the cost will be? Bill responded said it's a pretty wide range right now but will get back to the Board.

RECOGNITION OF VISITORS – None

ADJOURN TO CLOSED SESSION NOT TO RETURN TO PUBLIC SESSION:

The meeting was adjourned to closed session and not to return to the workshop meeting at 7:52 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

May 6, 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/85122408922>, **Meeting ID: 851 2240 8922**

Phone Access, Audio Participation for Chicago Region: 1-312-626-6799 US (Chicago), Meeting ID: 851 2240 8922

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. Walnut Park Update
 - 2. Concert Series Update
 - 3. Recreation Registration Update
 - 4. May 20th in-person Board Meeting Process
 - 5. Miscellaneous

D. RECOGNITION OF VISITORS (see instructions above)

E. THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD MAY 20, 2021 AT THE RECREATION CENTER MULTI-PURPOSE ROOM. THIS WILL BE A HYBRID IN-PERSON AND ZOOM MEETING

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

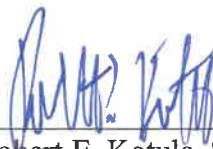
G. FINAL ADJOURNMENT

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 May 6, 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 20th day of May, 2021, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 20th DAY OF May, 2021



Robert E. Kotula, Secretary
Downers Grove Park District

