

Minutes of a Regular Session of the Board of  
Park Commissioners of the Downers Grove Park  
District held on May 19, 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 (via Zoom); Director of Recreation, Dave Haring; Director of Finance & Technology, Erik Brown; Director of Parks and Planning, Geoff Penman; Superintendent of Planning, Paul Fyle; Superintendent of Facilities, Kevin Rozell; General Manager Golf Course, Ken McCormick; Superintendent of Recreation, Michelle Pusateri, 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:** Laura Williams was introduced to the Board. Laura is the new Financial and Accounting Analyst. Andy Andersen was also introduced. Andy is the new Manager on Duty at the Rec Center.

**Written Correspondence:** Email from Bud Sherman regarding the 75<sup>th</sup> Anniversary Party

**CONSENT AGENDA:**

- Approval of Minutes – April 21, 2022 Regular and Closed Session Meetings and May 5, 2022 Workshop and Closed Session Meetings
- Treasurer’s Report
- Payment of Bills – In the amount of \$1,002,824.50
- Payout #12 – Hitchcock Design, Inc. – McCollum Park Sprayground Design
- Payout #1 – Integrated Lakes Management, Inc. – Natural Areas, Three-Year Maintenance Work (2022-2024)

Commissioner Bender made a motion to approve the Consent Agenda as presented including the payment of bills in the amount of \$1,002,824.50. 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 authorize the Executive Director to purchase the shelters and amenities as presented, including cooperative purchasing pricing where available. Commissioner McDonnell seconded the motion.

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

Commissioner McDonnell made a motion to approve the Memorandum of Understanding with St. Joseph School as presented. Commissioner Bender seconded the motion.

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

Commissioner Kotula made a motion to approve the Video Surveillance Policy as presented. Commissioner Dahlstrom seconded the motion.

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

Commissioner Bender made a motion to authorize the Executive Director to enter into an agreement with F.H. Paschen for the amount not to exceed \$49,514.68 to complete needed work to the precast concrete joints, precast walls and selected windows at the Recreation Center. Commissioner McDonnell seconded the motion.

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

## **BOARD BUSINESS**

**President Comments** – Thanked everyone for all their hard work at the Big Bash on Saturday. It was a very successful event.

**Commissioner Comments** –None

## **STAFF REPORTS**

**Executive Director** – Executive Director, Bill McAdam wanted to thank everyone for working the Big Bash. Bill mentioned that our next Board Meeting will be on June 2<sup>nd</sup> at 3 p.m. at the Museum. Museum staff will give staff and the Board a public tour that they give to the public. This is the Park Tour that we give every year but this focus is on the Museum.

**Recreation** – The report was included in the Board Packet. Director of Recreation, Dave Haring mentioned that in the Park District budget there is funding for continuing education for our Park District staff. Michelle Pusateri attended the Indiana University Executive Development Program. Michelle has successfully completed the two-year program and was awarded the year two diploma during the EDP graduation ceremonies. Michelle gave a summary of what the program was all about and thanked Dave and Bill and the entire staff for investing in her.

**Golf** – The report was included in the Board Packet. Golf Course General Manager, Ken McCormick discussed that the golf course had over 4,000 rounds at the end of April. One of the events that was held in April was the Junior Under Armor Tour. This brought some of the best junior golfers in the state to our golf course. The ladies scramble league continues to be one of the toughest leagues to get into with all the teams returning for the 2022 season. Also mentioned was that the golf course had a dry run with the Mexican Fiesta night. This will start every week starting next Wednesday and will run through August. It went well and now they will know how much food to have for when it starts.

**Marketing** – Report was included in packet. Director of Finance, Erik Brown gave the report for Dawn Hartman. Erik mentioned that the Big Bash was a successful event and the Park District hosted over 3,500 people for the event. The Park District made around \$7,300 in ticket sales. Erik discussed that the concert series is starting on Tuesday, May 24<sup>th</sup>. The Marketing Team is working on the Fall Guide that will debut in June.

**Planning** – The report was included in the Board Packet. Superintendent of Planning, Paul Fyle, discussed that drawings were sent to the Illinois Dept. of Public Health on April 18<sup>th</sup> for the McCollum Project. The drawings were delivered to the Village of Downers Grove on May 10<sup>th</sup> for permit review. Anxiously awaiting the price from F.H. Paschen. Paul also discussed that the bridge is in at Patriots Park, a contract has been awarded to Kendall

Excavating for the demolition project at 1925 Curtiss Street and a pre-bid meeting will be held at Doerhoefer Park on May 24<sup>th</sup> and bids will be due on May 31<sup>st</sup> for the Doerhoefer Park – Irrigation Replacement project.

**Parks** –The report was included in the Board Packet. Director of Parks and Planning, Geoff Penman mentioned that the gazebo roof has been replaced at the Museum as well as the flooring at the Montrew Dunham History Center. Geoff wanted to follow up with the Board regarding Progressive Business Solutions. Progressive Business Solutions would issue an RFQ on the Park District's behalf to receive proposals from solar companies that would enter into a Power Purchase Agreement to install and maintain panels on Park District roof areas (for 25 years) in exchange for the Park District being able to utilize the electricity produced by the solar installation at a reduced rate when compared to the standard Commonwealth Edison rates. Commissioner Mahoney asked if we are committed if we go through the process? Geoff responded we have no commitment. The Board gave consensus to proceed with the RFQ and thinks it's worth figuring out.

**Finance & IT** – The report was included in the Board Packet. Director of Finance and IT, Erik Brown mentioned that finances are looking similar to previous months. Revenues and Expenses are tracking well. Expenses are right on from previous years. On the Recreation fee side, we are tracking a little behind from 2019 from a percentage standpoint. On the IT side, Erik mentioned that Chris and Eric replaced the Admin firewall. Also discussed was the Eco Counter Technology, this technology will provide us the data and information to better understand the number of guests that visit our parks/facilities. This technology senses body heat and it has the ability to sense which way the body heat is going. We will try this technology in 3 different areas – the Rec Center, Lincoln Center and Lyman Wood Path. Commissioner Mahoney asked if this will pick up children. Erik responded yes. If these work well, we will be able to use this in other locations. Commissioner Mahoney asked if we have any signage? Erik responded that we can talk to our attorney about this and get a recommendation. The Board gave consensus to install Eco-Counter hardware and software for Lyman Woods Trail, the Lincoln Center Lobby, and the Recreation Center Lobby.

**SEASPAR** – Executive Director, Bill McAdam mentioned that this past week was the Believe & Achieve Banquet. Sandra McDonnell and Bill McAdam attended. Bill mentioned that this event is amazing to watch the impact we have as a District and a community on the people who have special needs. At the end of the event, they call each person by name and they get to shake, high-five or fist pump with all the Board members. Commissioner McDonnell mentioned that this is an uplifting and excellent event.

**UNFINISHED BUSINESS** – None

**NEW BUSINESS** - None

**RECOGNITION OF VISITORS** – None

Commissioner Mahoney announced that the next Park District Board Meeting will be held June 2, 2022 at the Museum for a campus tour.

#### **ADJOURN TO CLOSED SESSION**

The meeting was adjourned to closed session at 8:12 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 8:39 p.m. following a motion made by Commissioner McDonnell and seconded by Commissioner Kotula.

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

*Robert Kotula*

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Robert E. Kotula, Secretary  
Downers Grove Part District