

Minutes of a Regular Session of the Board of
Park Commissioners of the Downers Grove Park
District held on June 16, 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 (via Zoom), 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; Superintendent of Planning, Paul Fyle; General Manager Golf Course, Ken McCormick; Superintendent of Fitness & Athletics, Luke Wyss; Superintendent of Technology, Chris Kapus; Clerk, Adine Wrzesinski

ABSENT: None
* * * *

Pledge of Allegiance: The Pledge of Allegiance was recited.

Changes to the Agenda: None

Visitors: None

Written Correspondence: None

CONSENT AGENDA:

- Approval of Minutes – May 19, 2022 Regular and Closed Session Meetings and June 2, 2022 Special and Closed Session Meetings
- Treasurer’s Report
- Payment of Bills – In the amount of \$1,070,216.22
- Investments
- Change Order (DEDUCT) – Alliance Contractors, Inc. – Patriots Park Bridge Renovation 2022
- Payout #1 – (FINAL) – Alliance Contractors, Inc. – Patriots Park Bridge Renovation 2022
- Payout #1 – (PARTIAL) – Kendall Excavating & Septic, LLC – 1925 Curtiss Street Demolition 2022
- Payout #13 – Hitchcock Design, Inc. – McCollum Park Sprayground Design
- Approval of Ordinance #1306 – An Ordinance Declaring Certain Park District Personal Property as Surplus and Authorizing Sale or Disposal
- Approval of Employment Agreement Amendment effective June 1, 2022 between the Downers Grove Park District and William G. McAdam

Commissioner Bender made a motion to approve the Consent Agenda as presented including the payment of bills in the amount of \$1,070,216.22. Commissioner Kotula seconded the motion.

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

ACTION ITEMS

Commissioner Dahlstrom made a motion to authorize the Executive Director to enter into an agreement with Aqua Designs, Inc. for the Doerhoefer Park Irrigation Renovation 2022 for a total contract value of \$89,463,00. Commissioner Bender seconded the motion.

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

Commissioner Bender made a motion to authorize the Executive Director to purchase the shade structure, park benches and tennis and pickleball posts and nets as described in the memo, including cooperative purchasing pricing where available. 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 enter into an agreement with Midwest Commercial Fitness to complete the project not to exceed \$39,715.00. Commissioner Bender seconded the motion.

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

Commissioner Bender made a motion to approve Ordinance #1305, authorizing the disposal of personal property. Commissioner Dahlstrom seconded the motion.

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

BOARD BUSINESS

President Comments – President Mahoney mentioned that everyone should be enjoying all the summer activities and the concert series that the Park District has to offer.

Commissioner Comments –None

STAFF REPORTS

Executive Director – Executive Director, Bill McAdam mentioned that tomorrow is Luke Wyss' last day. Bill thanked him for everything that he has done and hopes he will do great things at his new job. Bill also mentioned that Senator Suzy Glowiak Hilton's office called asking if we had any projects that we needed funding for. One of the projects that was put in was Constitutional Park for \$170,000 and that is in the budget and that Department of Commerce is processing the money for us. They've reached out to us for contact information and we will find out what the process is. We will make sure we thank the Senator for thinking for us. Bill discussed that legislation increased the bid limit from \$25,000 to \$30,000. The financial policies are updated automatically to reflect this. Finally, Bill mentioned that the Park District is not awarding a bid for Portable Restrooms. The bid came in 40% higher and we were working with the vendor for a one-year contract which is under the bid limit and will go back to bid next year.

Recreation – The report was included in the Board Packet. Director of Recreation, Dave Haring mentioned that right now with all the camps we have almost 2,900 kids participating. Lyman Woods has 1,300 kids. Dave mentioned that the Park District received seedling and flower donation valued at \$175 from the Downers Grove Organic Gardeners Club for Lyman Woods. The 2022 Spring Dance Recital took place on May 14th at the Recreation Center with over 800 tickets sold. Traditionally it is held at the high schools and our intent is to go back to the high schools because that is what their auditoriums are set up for. Dave also thanked Luke Wyss for putting a lot a time and effort during COVID to keep things up and running.

Golf – The report was included in the Board Packet. Golf Course General Manager, Ken McCormick discussed that the golf course was able to use all facets of the new private lesson area during the month of May with classes and lessons taking place on the new grass tee. For 2022, the golf club has consolidated the evening golf clinics to only one night to open the practice area to the public for the remainder of the week. Ken also mentioned that they were able to host a couple of different food vendors during the month of May.

Marketing – Report was included in packet. Director of Marketing & Community Engagement, Dawn Hartman discussed that the fall guide is at the printer and will be delivered to residents beginning June 22. The summer concerts are going well and the face painting is popular with the kids. Party in the Park was June 9th and

Marketing is working with Museum staff to coordinate the Donor Reception for the 1846 Blodgett House, which will be held on July 14th at 6:30 p.m.

Planning – The report was included in the Board Packet. Superintendent of Planning, Paul Fyle, mentioned that last month, the Park District received permit review comments from the Illinois Department of Public Health and the Village of Downers Grove for the McCollum Park – Sprayground & Tennis improvements. Staff is meeting with F.H. Paschen to go over plans and alternate items. At Patriots Park, new concrete walks leading up to the bridge were installed and grading work was completed adjacent to the bridge. Also discussed was the asbestos abatement work was completed during the week of May 16th, and demolition began on May 24th at 1925 Curtiss Street. Removal of the house (including basement and foundations), garage and driveway pavement was completed within 2 days.

Parks –The report was included in the Board Packet. Director of Parks and Planning, Geoff Penman discussed that Prince Pond has only one aerator going. Washington fountain had problems last week so Staff re-caulked it and it wouldn't hold water again so we are waiting on another proposal. Hopefully next week we can get that recoated. On May 27th Staff hosted a kickoff lunch for the EAGLES volunteer group at the Rec Center. The first tree mulching workday was held on 6/2 at Ebersold. Geoff also mentioned that plots were disked and opened on May 18th at Mar Duke. Opening was initially delayed due to spring rains.

Finance & IT – The report was included in the Board Packet. Director of Finance and IT, Erik Brown mentioned that the District's 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. Operating revenues are performing well, achieving 21% of overall budgeted revenues for the year. This is up from the same time last year, largely due to taxes being received early. On the IT side, prep work for the firewall replacement will take place June/July 2022 and staff updated the Wi-Fi setup and prepping for full deployment in the months to come.

SEASPAR – Executive Director, Bill McAdam mentioned that the most recent audit for SEASPAR was in the packet. It was for a short year since they changed from fiscal year to calendar year. So now they are in line with most park districts. Also in the packet was the strategic plan. SEASPAR is working on distinguished accreditation as well and one of the initiatives was to update the strategic plan.

UNFINISHED BUSINESS – None

NEW BUSINESS - None

RECOGNITION OF VISITORS – None

Commissioner Mahoney announced that the next Park District Board Meeting will be held July 21, 2022 at the Recreation Center, Multi-Purpose Room.

ADJOURN TO CLOSED SESSION

The meeting was adjourned to closed session at 7:53 p.m. following a motion made by Commissioner Bender and seconded by Commissioner Kotula.

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

FINAL ADJOURNMENT

The meeting was adjourned at 8:40 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