Minutes of a Workshop Session of the Board of Park Commissioners of the Downers Grove Park District held on August 1, 2019 at Lincoln Center, 935 Maple Avenue, Downers Grove, IL 60515

Call to Order

Commissioner Mahoney called the meeting to order at 7:01 p.m.

PRESENT: Commissioners Dahlstrom, Hellinga, Mahoney, McDonnell, Executive Director, Bill McAdam; Director of Parks and Planning, Geoff Penman; Director of Recreation, Dave Haring; Director of Finance & Technology, Erik Brown; Director of Human Resources, Marian Olund; Superintendent of Planning, Paul Fyle; Manager of Marketing & Creative Development, Dawn Hartman; Superintendent of Facilities, Kevin Rozell; General Manager 4500 Fitness, Luke Wyss; Clerk, Adine Lenon

ABSENT: None.

Pledge of Allegiance: The Pledge of Allegiance was recited

Changes to the Agenda: None

Visitors: None

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DISCUSSION ITEMS:

BOARD CANDIDATE INTERVIEW DATE – The Board discussed their availability on when they will be able to conduct interviews for the open Board Member seat. It was agreed that the interviews will take place on September 9, 2019 at the Administration Building.

RECREATION CENTER NIGHT CLEANING – Superintendent of Facilities, Kevin Rozell discussed the possibility to contract overnight cleaning services at the Recreation Center while maintaining up to two existing in-house cleaning staff. He mentioned that it is a challenge to find people to work this shift even with the bump in pay. Commissioner Dahlstrom asked about the concerns of hiring a contractual service and what the standard is for other park districts. Staff responded that you don’t know exactly who will be cleaning the Rec Center but trying it out as a probationary period would be helpful and that other park districts are all different but most have cleaning services. The Board agreed that the Recreation Center should look into contractual cleaning services.

PARKS VEHICLES – Director of Parks and Planning, Geoff Penman discussed the need to replace fleet vehicles and equipment. All seven units are past their anticipated replacement date. The vehicles and equipment that were discussed were: 2010 Ford F 250, 2008 Jeep Wrangler, 2005 Chevrolet G3500 mini bus, 2004 Ford Explorer and 2007 Gator XUV and 2 2009 E-Gators. All of these vehicles and equipment are coming to the end of their life and the Park District is looking for what will better their fleet. All of the vehicles and equipment staff is recommending is available on one of the following contracts: State of Illinois Procurement Program; The Suburban Purchasing Cooperating, National Intergovernmental Purchasing Alliance; National Joint Powers Alliance. Geoff mentioned that as a Park District, we are eligible to forego a traditional bid solicitation, and instead utilize the competitive sealed bid process. The Staff will bring this to the Board on the August 26th meeting for authorization to purchase these vehicles and equipment.
FITNESS EQUIPMENT - General Manager, Luke Wyss discussed the request of approval for the purchase of 6 new pieces of equipment. This would include a stair climber and 5 recumbent bikes. The new technology would include internet capabilities, app functionality and internal data usage to track trends in equipment usage and maintenance. Commissioner Mahoney likes the idea of leasing the equipment so every 3 years the Park District would be receiving new equipment. Commissioner Dahlstrom wanted to know how much the Park District spends on maintenance and if there is a secondary market for the machines. Staff discussed that the machines have the same warranty if leased or purchased and that the machines have a trade value. Bill McAdam mentioned that one of the advantages of not replacing the same equipment at the same time is that this way there are new pieces of equipment every couple of years. Erik Brown stated that they will move forward with the lease option and present it to the Board at a future meeting.

Also discussed was 3 different incentives for when the Recreation Center will be closed. 4500 Fitness will be offering 3 group fitness sessions to members at Fishel Park or at the Lincoln Center, plan to give guest passes to members for the following week the Rec Center will be open and enter all members into a drawing to win a free I-Pad. The Recreation Center will either be closed the last week of August or the first week of September.

RECOGNITION OF VISITORS - None

Commissioner Mahoney announced that the next Park District Board meeting will be held August 26, 2019 at the Village Hall Council Chambers.

FINAL ADJOURNMENT

The meeting was adjourned at 8:08 p.m. following a motion made by Commissioner McDonnell and seconded by Commissioner Hellinga.

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

Respectfully submitted,

Sandra McDonnell
Secretary
DOWNERS GROVE PARK DISTRICT
August 1, 2019
7:00 P. M.
Lincoln Center

WORKSHOP MEETING AGENDA

A. CONVENING THE MEETING
   1. Call to Order
   2. Roll Call
   3. Pledge of Allegiance
   4. Changes to the Agenda

B. COMMUNICATIONS
   1. Recognition of Visitors

C. DISCUSSION ITEMS
   1. Board Candidate Interview Date
   2. Recreation Center Night Cleaning
   3. Parks Vehicles
   4. Fitness Equipment
   5. Miscellaneous

D. RECOGNITION OF VISITORS

E. THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD AUGUST 26, 2019 AT THE VILLAGE COUNCIL CHAMBERS.

F. ADJOURN TO EXECUTIVE 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, Sandra McDonnell, 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 August 1, 2019 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 26th day of August, 2019, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 26th DAY OF August 2019

Sandra McDonnell (cl)
Sandra McDonnell, Secretary
Board of Commissioners
Downers Grove Park District