

Minutes of a Workshop Session of the Board of
Park Commissioners of the Downers Grove Park
District held on September 2, 2021 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; 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

ABSENT: None

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Changes to the Agenda: None

Visitors: None

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DISCUSSION ITEMS:

Capital Analysis with 5-year Recommendations – Director of Finance and IT, Erik Brown discussed the purpose of the analysis is to: expand past and current short-term analysis for a longer-term approach; analyze current and prior level of capital investment; provide SWOTS, historic data, comparables & metrics to refocus on investment after a turbulent 18 months and to begin a long-term conversation about the utilization, replacement and addition of capital investments throughout the District. Erik mentioned that the current financial picture is the most important metrics – how much money is in the bank for the Park District. We are sitting at over \$7 million in governmental funds and over 6 months of expenditures. On the golf side it's over 4.6 months of expenditures. We have to recognize long-term liabilities that we don't have to do on the governmental side. We have to show paying IMRF benefits 20-30 years down the line and we have to show this on our balance sheets. Commissioner Dahlstrom asked about the IMRF allocation for 2020 golf balance - how many employee's does that consist of? Erik responded that it is about 5 or 6. We have 3 full-time and 2-3 part-time. Does this forecast out to retirement? Erik responded yes. Erik compared revenues, tax rates and expenditures with surrounding park districts (Wheaton, Elmhurst, Lombard and Woodridge). Commissioner Mahoney said that it was important to note that the Board always preferred to keep the expenditures low. Erik discussed the 5-year financial forecasting scenarios – Scenario 1 – frozen taxes – No tax increase, Scenario 2 – 1% levied for new construction and Scenario 3 – Levy full amount of taxes. Erik mentioned that the current spending for maintenance & repairs is \$200,000 a year. Commissioner Dahlstrom asked if the MR&R budget was higher, would staff be prolonging the assets? Erik responded that he believes we can maintain them at their longest useful lives with additional maintenance and repair dollars. Staff has prepared a five-year capital improvement plan of over 6 million dollars of projects. A couple of those projects include: McCollum Park Improvements, Land Contingency, HVAC replacement at the Rec Center and Lobby/Fitness Improvements at the Rec Center. Commissioner Kotula asked if the HVAC project can be done in phasing and not doing all the units? Geoff Penman said by the time you bring a crane out to the building, you are paying for those added services it might not be cost effective. It is a great suggestion and can be discussed at a later date. Commissioner Bender commented that since we are back to wearing masks, is now a good time to be investing in the Rec Center since we don't have an idea of the virus? Erik responded that we don't have to necessarily do this at this time but it would be brought to the Board's attention for review at a later date. Commissioner Dahlstrom thinks it would be wise to use the money for this project for something else that brings in revenue now. Commissioner Dahlstrom thought Erik did a fantastic job. Commissioner Mahoney asked if the Board was agreeable, what areas do you need the Board to give you the ok to go back and look further into thing? Staff thinks that maintenance, repairs and replacements is an area we can look at and expand. Commissioner Mahoney thinks this is a good idea. The next step is to do further research on capital revenue resources. Looking at different areas that Parks may be able to use as "buckets" as a good way to track projects and then have the asset management side to track it more individually. This will take longer but will have something presentable to the Board next summer. The Board would like to further discuss this at an upcoming workshop again.

RECOGNITION OF VISITORS – None

FINAL ADJOURNMENT

The meeting was adjourned at 8:51 p.m. following a motion made by Commissioner McDonnell and seconded by Commissioner Dahlstrom.

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

Respectfully submitted,

Robert E. Kotula, Secretary
Downers Grove Park District



DOWNERS GROVE PARK DISTRICT
September 2, 2021
7:00 P.M.
Recreation Center, Multi-Purpose Room

Public participation instructions: **Computer Access – Join Zoom Meeting:**
<https://us02web.zoom.us/j/84870293535>, Meeting ID: 848 7029 3535

Phone Access, Audio Participation for Chicago Region: 1-312-626-6799 US (Chicago), Meeting ID: 848 7029 3535

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

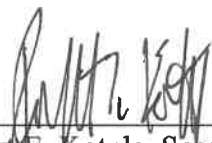
- A. CONVENING THE MEETING
 - 1. Call to Order
 - 2. Roll Call
 - 3. Changes to the Agenda
- B. COMMUNICATIONS
 - 1. Recognition of Visitors
- C. DISCUSSION ITEMS
 - 1. Capital Analysis with 5-year Recommendations
- D. RECOGNITION OF VISITORS
- E. THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD SEPTEMBER 16, 2021 AT THE RECREATION CENTER, MULTI-PURPOSE ROOM**
- 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 September 2, 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 16th day of September, 2021, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 16th DAY OF September, 2021



Robert E. Kotula, Secretary
Downers Grove Park District