

Minutes of a Regular Session of the Board of
Park Commissioners of the Downers Grove Park
District held on September 17, 2020 via Zoom Conferencing (in-person was at
the Admin Building, 2455 Warrenville Road, Downers Grove, IL 60515)

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, Hellinga, Kotula, Mahoney, McDonnell, Executive Director, Bill McAdam; Director of Finance & Technology, Erik Brown; Director of Recreation, Dave Haring; Director of Human Resources, Marian Olund; Director of Parks and Planning, Geoff Penman; Director of Marketing & Community Engagement, Dawn Hartman; Superintendent of Planning, ADA Coordinator, Paul Fyle; General Manager of Golf Course, Ken McCormick; Superintendent of Technology, Chris Kapus; Superintendent of Finance, Tricia Farkas; Superintendent of Facilities, Kevin Rozell; Clerk, Adine Lenon

ABSENT: None

VISITORS: Jennifer Schinke, Bank Financial

WRITTEN CORRESPONDENCE –None

* * * *

CONSENT AGENDA:

- Executive Director Bill McAdam listed the items on the Consent Agenda as follows:
- Approval of Minutes – August 20, 2020 Regular Meeting Minutes and September 3, 2020 Workshop Meeting Minutes
- Treasurer's Report
- Payment of Bills – In the amount of \$769,847.86
- Payout #7 – V3 Companies, Ltd. – Prince Pond Dredging Design & Permitting
- Approval of Audit Contract Renewal

Commissioner Hellinga made a motion to approve the Consent Agenda as presented including the payment of bills in the amount of \$769,847.86. Commissioner Kotula seconded the motion.

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

ACTION ITEMS

Commissioner McDonnell made a motion for approval for the District to continue partnering with Bank Financial for its banking services. Commissioner Hellinga seconded the motion.

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

Commissioner Kotula made a motion to approve Resolution 20-06, an intergovernmental agreement for participation in DuPage County Local Government COVID-19 Reimbursement Program. Commissioner Hellinga seconded the motion.

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

BOARD BUSINESS

President Comments: President Mahoney is glad the Park District is continuing on and getting our residents as much activity and fun options as we can.

Commissioner Comments: None

NEW BUSINESS –None

STAFF AND COMMITTEE REPORTS

Executive Director: Bill McAdam discussed the updates with Fall Sports. High School sports will be pushed back to the Spring and the concern is if we are going to have enough space. Anna Kish will be starting a project using 2019 field usages and breaking them out by date, day and time. This field study will be shared with the school districts and affiliates in anticipation for what a normal spring would look like and with fall sports pushed back on what that would look like on top of spring sports. We would like the report done prior to the 1st of the year to give everyone time to anticipate what Spring sports will look like with Fall Sports added. We are basing that on what current guidelines are.

Bill also discussed that the Park District has adjusted the LINK program so children are at the Lincoln Center all day long. We are not teaching but providing technical support and guidance. One challenge with this program is staffing. It's very difficult to find staff. Full-time staff has been filling in so we can have this program. Commissioner Mahoney asked how many kids are in the LINK program? Dave answered that we have 18 kids and there is a waiting list. Commissioner McDonnell asked how many people on the waiting list? Dave responded 12-14. Commissioner McDonnell asked if the kids are having fun being there? Dave responded that yes and they look forward to gym time to break up the day and the kids are making the best of it.

Bill gave the board a highlight for the next Workshop meeting that Erik Brown will be discussing the budget. Also discussed was the pickle ball courts at Doerhoefer Park. Geoff Penman reached out to the gentleman who brought up the pickle ball courts at the last meeting. We have cleaned up the courts and we do believe that we addressed the concerns.

Recreation Director of Recreation, Dave Haring mentioned that this summer we developed stay camp kits. We sold 73 of those and this fall we transitioning into Preschool Packs. Our nature playschool at Lyman Woods last year had 48 participants and this year is 90. The fall youth basketball league closed yesterday and we have 250 participants. Looking to potentially opening the walking track only on Monday – Friday. Dave gave a huge shout out to the Rec Center Staff for all they did this summer with programs, camps and drive-in movies. Bill McAdam mentioned that the Park District is being noticed by other Park Districts on how we are making things happen. It's just a testament on how well staff is working. Commissioner Mahoney asked if we are offering anything for active adults? Dave responded that we put all of that on hold because they are at high risk but are working on something for the future.

Golf - Manager Ken McCormick discussed that the Golf Club finished with over 7,000 rounds reaching 7,741 for the month. All summer camps, programs and in-house leagues have come to an end. New for this year was that the Golf Club has extended the season for our twilight leagues and that the driving range continues to excel bringing in \$47,034 for the month.

Marketing - Director of Marketing and Community Engagement, Dawn Hartman discussed that the marketing team worked with the Natural Resources team to launch a new Native Plant Sale, which will occur September to October in partnership with Possibility Place. A portion of the proceeds will benefit future Park District planting projects and programs. They also launched a new social media campaign to highlight the District's parks and playgrounds to encourage the community to explore a new park this fall. Also discussed was BBQ Bolt that was held on August 29th and that the park district had 190 total participants. A virtual Halloween party for ages 4 – 8 will be hosted on Friday, October 30th and the park district is planning fall e-sport tournaments including Smash Brothers, Fortnite and Minecraft Realm.

Planning – Superintendent of Planning, ADA Coordinator, Paul Fyle mentioned that the consultants (V3 Engineering) recently received permit review comments for the Village of Downers Grove, and we are now ready to proceed with preparing bid documents. The drawings will be revised to include any changes requested by the Village, and Park District staff will prepare the bid forms.

Parks – Director of Parks and Planning, Geoff Penman discussed that Premium Concrete will not be renewing the lease at the lower level at 2455 Warrenville Road. Also discussed that the goats and sheep grazed over 8 acres at the Walnut Property. Commissioner Mahoney asked if we have cameras at any of the parks due to the vandalism? Geoff responded that we have a game camera at Washington Park and unfortunately we are still working on the settings. Erik mentioned that we budgeted \$50,000 for 2021 for cameras. That was part of the camera and access control plan. We are hoping to get that done sometime next year and will be working on a master plan on where the cameras will be and that will be coming in the Spring.

Human Resources - Director of Human Resources, Marian Olund mentioned that we are having a difficult time finding candidates for some positions due to schedule conflicts. Also mentioned that the Park District will be holding training to address racial bias on September 18th and that she is finishing up on the benchmarking study for the District.

Finance/IT – Director of Finance/IT, Erik Brown discussed that Chris has been all around the park district working on stuff but no major projects right now. On the Finance side, the cash flow analysis saw a big uptick, which was good to see. Right now we should be fine at the year end. We are very pleased on what we are seeing on the financial side.

SEASPAR – Bill McAdam mentioned that there was a meeting last Tuesday. They are working on the levy and budget. Keeping our member contribution levy flat going into next year. They continue to expand their programming and have been working with us on inclusion as well.

UNFINISHED BUSINESS – Golf – Erik mentioned that there was an updated sheet in the packet. There will be a \$1.00 increase on prices of bucket of balls. The annual passes will remain the same. This will be placed in the budget for October 1st. Commissioner Mahoney thinks this will be well-received and doesn't think people will revolt in the changes.

Visitor and Citizens Comments –None

President Cathy Mahoney announced that the regular scheduled Board Meeting will be on October 1, 2020 will be via Zoom Conferencing.

ADJOURN TO CLOSED SESSION:

The meeting was adjourned to Closed Session at 8:00 p.m. following a motion by Commissioner Kotula and seconded by Commissioner McDonnell.

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

RECONVENE TO PUBLIC SESSION:

The meeting was reconvened into public session at 9:27 p.m.

FINAL ADJOURN

The meeting was adjourned at 9:27 p.m. following a motion made by Commissioner McDonnell and seconded by Commissioner Hellinga.

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

Respectfully submitted,

William McAdam
Executive Director



DOWNERS GROVE PARK DISTRICT

September 17, 2020

7:00 P.M.

*Administration Building, 2455 Warrenville Road,
Downers Grove and by Via 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. The Executive Director will be physically present at the Administration Building. 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/86043229789>, Meeting ID: 860 4322 9789

Phone Access, Audio Participation for Chicago Region: 1 312 626 6799 US (Chicago), Meeting ID: 860 4322 9789

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.

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)
 - 2. Written Correspondence

C. CONSENT AGENDA

1. Approval of Minutes – August 20, 2020 Regular Meeting Minutes and September 3, 2020 Workshop Meeting Minutes
2. Treasurer’s Report
3. Payment of Bills – In the amount of \$769,847.86
4. Payout #7 – V3 Companies, Ltd. – Prince Pond Dredging Design & Permitting
5. Approval of Audit Contract Renewal

D. ACTION ITEMS

1. Banking RFP Recommendation & Approval
2. Approval of Resolution 20-06 – A Resolution to approve an intergovernmental agreement for participation in DuPage County Local Government COVID-19 Reimbursement Program

E. BOARD BUSINESS

1. President Comments
2. Commissioner Comments

F. STAFF AND COMMITTEE REPORTS

1. Executive Director
2. Recreation
3. Golf
4. Marketing
5. Planning
6. Parks
7. Human Resources
8. Finance/IT
9. SEASPAR

G. UNFINISHED BUSINESS

1. Updated Golf Rate Proposal

H. NEW BUSINESS

I. RECOGNITION OF VISITORS

J. THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD OCTOBER 1, 2020 via ZOOM CONFERENCING

K. 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

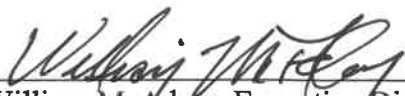
- L. RECONVENE FOR ACTION ON ITEMS DISCUSSED IN CLOSED SESSION (if necessary)
- M. FINAL ADJOURNMENT

STATE OF ILLINOIS)
COUNTY OF DUPAGE)

CERTIFICATE

I, William McAdam, DO HEREBY CERTIFY THAT I am the Executive Director 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 17, 2020 Regular 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 15th day of October, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 15th DAY OF October, 2020



William McAdam, Executive Director
Downers Grove Park District

