Minutes of a Workshop Session of the Board of
Park Commissioners of the Downers Grove Park
District held on October 3, 2019 at Lincoln Center,
935 Maple Avenue, Downers Grove, IL 60515

Call to Order  Commissioner Mahoney called the meeting to order at 7:00 p.m.

PRESENT:  Commissioners Dahlstrom, Hellinga, Kotula, 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; Director of Marketing & Community
Engagement, Dawn Hartman; Superintendent of Facilities, Kevin Rozell; Superintendent of
Finance, Tricia Farkas; Superintendent of Natural Resources, Mike Stelter; Superintendent of
Recreation, Michelle Pusateri; Clerk, Adine Lenon

ABSENT: None.

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Pledge of Allegiance: The Pledge of Allegiance was recited

Changes to the Agenda: None

Visitors: Howard Hohnsen

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DISCUSSION ITEMS:

MAR-DUKE GARDENERS – Mr. Hohnsen wanted to bring to the Board’s attention the problems
that the plot holders are having at Mar-Duke Farm. He mentioned that he is working with Geoff and
Mike to make incremental changes throughout the years. Commissioner Dahlstrom mentioned that
Geoff Penman has been keeping the Board informed on what is going on at Mar-Duke Farm. Mr.
Hohnsen thanked the Board for their time.

2020 PARK BOARD MEETING SCHEDULE – Bill McAdam reviewed with the Board the 2020
Park Board Meeting Schedule. As of now, there will be no changes to the schedule.

PROPOSED DRAINAGE EASEMENTS – Paul Fyle discussed the proposed drainage and utility
easements. The first location is along Wisconsin Avenue, east of Belmont Road. The Village would
like to install a new storm sewer below the pathway at Sterling North Park and will be responsible for
maintaining the pipe. Once the village has the design, the staff at DGPD will bring it to the Board for
approval. The second location is a request by a DG resident adjacent to Dunham Place. The French
drain that they installed is causing the rear portion of her yard to be saturated. The Park District could
allow the resident to pipe the drain line onto Park District property. If this is approved, there will be a
license agreement which will stipulate that the Park District is not responsible for maintenance of the
pipe. The agreement would be signed by the resident and the Park Board President and then recorded
against the homeowner’s property at DuPage County. The Board did not see any issues with either
location.
BUDGET, TAX LEVY AND CAPITAL DISCUSSION FOR 2020 – Executive Director, Bill McAdam thanked Erik and Staff for putting the packet together and asked the Board for their feedback while they are going through the packet. Director of Finance & Technology, Erik Brown discussed the following topics:

Review budget process & Board actions for the Workshop and meeting in October; projections for 2019 and 2020 budget; revenue overview, property and replacement taxes, merchandise & concessions; rental revenues; donations & gifts; sponsorships and advertising, interest & miscellaneous revenues; bond and capital revenues; expense overview; salaries & wages; employee benefits; contractual & professional services; utilities; maintenance & repairs and the tax levy.

Dave Haring discussed Athletics – Indoor/Outdoor - increasing fees for the year 2020. He mentioned that adding new programs will be beneficial to the Park District. There has been growth in the flag football program and will be looking into extending this to high school students.

Commissioner Dahlstrom asked if we were high for programming? Dave answered that we don’t have a history in the past but there has been an increase in participation of programs.

Michelle Pusateri discussed that the Park District will be offering new programs that will help the growth of revenues. Lyman Woods will be bringing back the bee programming and the Museum Campus will increase public programming with the work being done on the 1846 House.

Commissioner Mahoney mentioned that it has been a challenge in past years to meet these revenue expectations. Erik Brown commented that with the new software now all programs will be seeing the increase and it will be reflected in the system. That wasn’t happening in the past.

Dawn Hartman discussed that sponsorships have gained momentum because of the BBQ Bolt and have received great feedback from sponsors. Looking forward to an earlier start for year 2020. Next summer thinking of doing a dog related event.

Tax Levy

Erik Brown discussed the tax levy. Commissioner Mahoney mentioned to the new board members that tax dollars do not go toward operations.

Commissioner Mahoney was in favor of Scenario 3 with the balance going to Access Controls. Commissioners Hellinga, Kotula and McDonnell agreed. Commissioner Dahlstrom was in favor of Scenario 3 but would like to see how we would balance the budget first before working on access controls.

Commissioner Dahlstrom and Hellinga would like to meet with Erik Brown to discuss the budget further.

RECOGNITION OF VISITORS - None

Commissioner Mahoney announced that the next Park District Board meeting will be held October 17, 2019 at the Village Hall Council Chambers.
FINAL ADJOURNMENT

The meeting was adjourned at 10:30 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,

Lizz Hellinga
Secretary
DOWNERS GROVE PARK DISTRICT
October 3, 2019
7:00 P. M.
Lincoln Center – Room 503

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. Mar-Duke Gardener’s
   2. 2020 Park Board Meeting Schedule
   3. Proposed Drainage Easements
   4. Budget, Tax Levy and Capital Discussion for 2020
   5. Miscellaneous

D. RECOGNITION OF VISITORS

E. THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD OCTOBER 17, 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, Lizz Hellinga, 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 October 3, 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 17th day of October, 2019, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 17th DAY OF October 2019

[Signature]
Lizz Hellinga, Secretary
Board of Commissioners
Downers Grove Park District