

Minutes of a Regular Session of the Board of
Park Commissioners of the Downers Grove Park
District held on November 19, 2015 at the Village Hall,
801 Burlington Avenue, Downers Grove, IL 60515

Call to Order President Cushing called the meeting to order at 7:00 p.m.

PRESENT: Commissioners Cushing, Gelwicks, Livorsi and Salaba; Executive Director, Bill McAdam; Director of Operations and Development, Geoff Penman; Director of Recreation, Jay Kelly; Assistant Director for District Services, Sara Rathsack; Assistant Director for Financial Services, Erik Brown; Superintendent of Planning, Paul Fyle; Superintendent of Parks, Kevin Rozell; Supervisor of Marketing and Creative Development, Ian Everett; Clerk, Pam Rank
ABSENT: Commissioner Mahoney

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Pledge of Allegiance: The Pledge of Allegiance was recited.

Changes to the Agenda: None

Visitors: None

Written Correspondence: None

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CONSENT AGENDA:

Executive Director Bill McAdam listed the items on the Consent Agenda as follows:

- Approval of Minutes – November 5, 2015 Regular and Executive Session Meetings
- Treasurer’s Report
- Payment of Bills in the amount of \$1,408,381.61
- Payout #3 (Final) – Aqua Designs, Inc. – Walnut Avenue Irrigation Improvements
- Payout #7 – Kingsley & Ginnodo Architects – 1846 Blodgett House Interior Restoration
- 2016 Park Board Meeting and Committee of the Whole Schedule

Commissioner Gelwicks made a motion to approve the Consent Agenda as presented including the payment of bills in the amount of \$1,408,381.61. Commissioner Livorsi seconded the motion.

Roll Call: Ayes: Commissioners Gelwicks, Livorsi, Cushing and Salaba
 Nays: None
 Absent: Commissioner Mahoney

BOARD BUSINESS

President Comments – Commissioner Cushing wished residents and staff a Happy Thanksgiving.

STAFF AND COMMITTEE REPORTS

Executive Director Report

Executive Director McAdam informed the Commissioners that the Master Plan is almost complete. A draft should be available for the Board to review at the next Board meeting, at which time Board feedback will be encouraged. Also, along with the Lincoln Hotel, Boo Fest was held at the Museum with 250 people attending; the Village tree lighting will take place November 27th at 4:30pm; the range at the Golf Course will remain open all season, weather permitting; the winter Program Guide will be delivered next week.

Commissioner Salaba asked how long staff has been working on the Master Plan.

Executive Director McAdam announced that starting with the Strategic Plan; it's been approximately two years.

Commissioner Salaba asked what the process is for public comment.

Executive Director McAdam informed him that it will be announced at a Board meeting, on the website, social media, etc.

Recreation Report

Director Kelly reported that there was no additional information to add to his report and asked if the Board had any questions.

Commissioner Gelwicks asked for a review of the Golf Course operations from a Budget standpoint.

Commissioner Cushing asked how the Play Passes worked out with the changes that were made this year. Director Kelly said a summary of changes will be brought to a future meeting.

Commissioner Gelwicks commented on the membership visits at 4500 Fitness in that the total of memberships is stable yet the visits are up 25%. He was concerned that customer service may be impacted and if we had reached capacity. Director Kelly informed him that there is no wait time to use equipment and there is no negative impact on customer service. Commissioner Gelwicks asked for an analysis of what time of day the increase is happening. Commissioner Salaba asked for a breakdown of fitness usage.

Marketing Report

Supervisor of Marketing and Creative Development, Ian Everett informed the Board that the Golf Course will host its 3rd Sports Watch event on December 6th. This event will be a double-header featuring the Chicago Blackhawks followed by the Chicago Bears. The Museum will host a "Victorian Christmas" event on December 19th. This event is free for all. The Winter Wonder Lights event is accepting entries. Lyman Woods now has a snow shoe club. By registering, you will receive an email alert when there is enough snow for snow shoeing.

Commissioner Gelwicks remarked on the exceptional work done by staff on the Lincoln Hotel. He thought that this event should be publicized internally after the event to further promote. He was also impressed with the video from the drone over Lyman Woods.

Planning Report

Superintendent of Planning, Paul Fyle reported that staff anticipates submitting drawings of the Lyman Woods satellite building to the Village for review later this month. Staff is discussing a possible Intergovernmental Agreement with the Village for the Park District's paving projects.

Commissioner Gelwicks asked what if the Park District decides not to do a specific project. Paul informed him that the contract states that the Park District can back out of any project before the job is actually awarded.

Commissioner Gelwicks asked if the satellite building at Lyman Woods would have water. Paul informed him that only electrical will be installed. Rainwater will be collected.

Parks Report

Director Penman reported that all restroom facilities have been shut down for the year; on November 30th, staff will start assembling ice rinks at McCollum and Whitlock Parks; there will be a pizza lunch for the SEASPAR EAGLE volunteers at the Recreation Center tomorrow; at the Golf Course, the drainage project on #7 is complete; the construction of the new forward tee at #4 is complete; staff continues to monitor the beavers at Lyman Woods.

District Services Report

Assistant Director Rathsack had no additional information from her report and asked for questions.

SEASPAR

Executive Director McAdam reported that there had been a board meeting, but there was nothing new to report.

PLAN COMMISSION

Nothing at this time

UNFINISHED BUSINESS

None

NEW BUSINESS

None

RECOGNITION OF VISITORS

None

Commissioner Cushing announced that the next Park District Board Meeting will be held December 10, 2015 at the Village council chambers.

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ADJOURN TO EXECUTIVE SESSION

No Executive Session

FINAL ADJOURNMENT

The meeting was adjourned at 7:36 p.m. following a motion made by Commissioner Livorsi and seconded by Commissioner Gelwicks.

Roll Call: Ayes: Commissioners Livorsi, Gelwicks, Cushing and Salaba
 Nays: None
 Absent: Commissioner Mahoney

Respectfully submitted,

Tom Salaba,
Secretary

DOWNERS GROVE PARK DISTRICT

November 19, 2015

7:00 P.M.

Village Council Chambers

AGENDA

1. CONVENING THE MEETING
 - 1.1 Call to Order
 - 1.2 Roll Call
 - 1.3 Pledge of Allegiance
 - 1.4 Changes to the Agenda

2. COMMUNICATIONS
 - 2.1 Recognition of Visitors
 - 2.2 Written Correspondence

3. CONSENT AGENDA
 - 3.1 Approval of Minutes – November 5th, 2015 Regular and Executive Session Meetings
 - 3.2 Treasurer’s Report
 - 3.3 Payment of Bills – In the amount of \$1,408,381.61
 - 3.4 Payout #3 (FINAL) – Aqua Designs, Inc. – Walnut Avenue Irrigation Improvements
 - 3.5 Payout #7 – Kingsley + Ginnodo Architects – Blodgett House Interior Restoration
 - 3.6 2016 Park Board Meeting and Committee of the Whole Schedule

4. ACTION ITEMS

5. BOARD BUSINESS
 - 5.1 President Comments
 - 5.2 Commissioner Comments

6. STAFF AND COMMITTEE REPORTS
 - 6.1 Executive Director
 - 6.2 Recreation
 - 6.3 Marketing
 - 6.4 Planning
 - 6.5 Parks
 - 6.6 District Services
 - 6.7 SEASPAR
 - 6.8 Plan Commission

7. UNFINISHED BUSINESS

8. NEW BUSINESS
9. RECOGNITION OF VISITORS

THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD DECEMBER 10th, 2015 AT THE VILLAGE COUNCIL CHAMBERS

10. ADJOURN TO EXECUTIVE SESSION (If needed)
 - 10.1 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) Open Meetings Act
 - 10.2 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
11. RECONVENE FOR ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION (If Necessary)
12. FINAL ADJOURNMENT

STATE OF ILLINOIS)
COUNTY OF DUPAGE)

CERTIFICATE

I, Tom Salaba, 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 November 19th, 2015 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 10th day of December, 2015, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 10th DAY OF December, 2015



Tom Salaba, Secretary
Board of Commissioners
Downers Grove Park District