

Minutes of a Regular Session of the Board of  
Park Commissioners of the Downers Grove Park  
District held on December 3, 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 7:00 p.m.

**PRESENT:** Commissioners Dahlstrom, Kotula, Mahoney, McDonnell, Executive Director, Bill McAdam; Director of Human Resources, Marian Olund; Director of Finance & Technology, Erik Brown; Director of Recreation, Dave Haring; Director of Parks and Planning, Geoff Penman; Director of Marketing & Community Engagement, Dawn Hartman; Superintendent of Planning, ADA Coordinator, Paul Fyle; Superintendent of Finance, Tricia Farkas; Superintendent of Technology, Chris Kapus; Superintendent of Facilities, Kevin Rozell; Clerk, Adine Lenon

**ABSENT:**                              None

**VISITORS:**                              None

**WRITTEN CORRESPONDENCE** –None

President Mahoney opened the Public Hearing for the Fiscal year 2021 Budget. Hearing no comments, President Mahoney closed the Public Hearing.

\*                      \*                      \*                      \*

**CONSENT AGENDA:**

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

- Approval of Minutes – November 19, 2020 Regular and Closed Session Meetings
- Payment of Bills – In the amount of \$618,304.16
- Approval of the 2021 Park Board Meeting and Committee of the Whole Schedule
- Approval of Temporary Vacation Policy 2020 with Additional Carryover
- Approval of Resolution 20-09 – A Resolution to approve an amendment to the joint agreement for the Southeast Association for Special Parks and Recreation (“SEASPAR”)

Commissioner Dahlstrom made a motion to approve the Consent Agenda as presented including the payment of bills in the amount of \$618,304.16. Commissioner McDonnell seconded the motion.

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

**ACTION ITEMS**

Commissioner McDonnell made a motion to approve Ordinance #1290 – Combined Annual Budget and Appropriation Ordinance of the Downers Grove Park District, DuPage County, Illinois for the Fiscal Year Beginning January 1, 2021 and Ending December 31, 2021. Commissioner Kotula seconded the motion.

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

Commissioner Dahlstrom made a motion to approve Ordinance #1291 – An Ordinance for the Levy and Assessment of Taxes for year 2020 of the Downers Grove Park District, DuPage County, Illinois. Commissioner McDonnell seconded the motion.

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

Commissioner McDonnell made a motion to approve Ordinance #1292 – An Ordinance abating a portion of the tax heretofore levied for the year 2020 to pay debt service on the General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015A, of the Downers Grove Park District, DuPage County, Illinois. Commissioner Kotula seconded the motion.

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

Commissioner Kotula made a motion to approve to authorize the Executive Director to enter into a 36-month agreement with Comcast for Dedicated Fiber and PRI Services for a total 3-year contract value not to exceed \$156,528. Commissioner McDonnell seconded the motion.

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

Commissioner McDonnell made a motion to approve to authorize the Executive Director to enter into a 36-month agreement with Konica Minolta for Printer and Copier Maintenance Services for a total 3-year contract value to not exceed \$35,441.64 not including price per print and any additional services add on during the time frame. Commissioner Dahlstrom seconded the motion.

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

Commissioner McDonnell made a motion to approve the Intergovernmental Agreement between the Village of Downers Grove and the Downers Grove Park District for the shared use of vehicles and equipment. Commissioner Kotula seconded the motion.

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

## **BOARD BUSINESS**

**President Comments** – President Mahoney expressed her appreciation on the hard work with the budget, tax levy, abatement and the contracts with Comcast, Konica Minolta and the Village. She appreciates all the time spent working on the ordinances and contracts. Looking forward to when we can get back to Park District activities. She wishes everyone a Merry Christmas and Happy New Year.

**Commissioner Comments:** Commissioner Dahlstrom mentioned that it has been an unprecedented year and he is very much looking forward to 12/31/2020 so we can enter into a brand new year. This year has mentally been strenuous on us all. He appreciates the passion and dedication and wishes everyone Happy Holidays. Commissioner McDonnell mentioned that what an amazing job everyone has done and is very proud to be a representative of the Downers Grove Park District. Commissioner Kotula mentioned that he has talked with residents in the community and everyone has been very supportive and are pleased with the service that the park district can provide. Thank you and hopes everyone has a happy holiday.

**UNFINISHED BUSINESS:** William McAdam, discussed that the Walnut Park Master Planning survey is in draft form and was sent to the Board Members before this meeting. He asked if the Board Members can look it over and make any comments before next Wednesday. Want to send out to the community as soon as we can.

**NEW BUSINESS** - William McAdam discussed that 2021 will be the 75<sup>th</sup> Anniversary of the Park District. Staff has started pre-planning We will start celebrating in June 2021 and end in May 2022. Staff will start providing updates to the Board on what the activities and themes will be. Commissioner Mahoney is looking forward to the celebration.

**Visitor and Citizens Comments –None**

President Cathy Mahoney announced that the regular scheduled Board Meeting will be on January 7, 2021 (if needed) will be via Zoom Conferencing.

**ADJOURN TO CLOSED SESSION:**

The meeting was adjourned to closed session at 7:27 p.m. following a motion made by Commissioner McDonnell and seconded by Commissioner Dahlstrom.

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

**RECONVENE IN PUBLIC SESSION:**

Commissioner Dahlstrom made a motion that the need for confidentiality no longer exists for Executive Session Minutes of January 17, 2019, February 7, 2019, March 7, 2019, March 21, 2019, April 18, 2019 and May 16, 2019 and shall be made available for public inspection. Commissioner Kotula seconded the motion.

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

**FINAL ADJOURN**

The meeting was adjourned at 7:47 p.m. following a motion made by Commissioner McDonnell and seconded by Commissioner Dahlstrom.

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

Respectfully submitted,

Robert E. Kotula, Secretary  
Downers Grove Park District





**DOWNERS GROVE PARK DISTRICT**

December 3, 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. 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/86809316268>

**Meeting ID: 868 0931 6268**

**Phone Access, Audio Participation for Chicago Region: 1-312-626-6799 US (Chicago),**

**Meeting ID: 868 0931 6268**

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](mailto:CKAPUS@DGPARKS.ORG).

EMAIL [CKAPUS@DGPARKS.ORG](mailto: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
  - 2. Written Correspondence
  
- C. PUBLIC HEARING – FISCAL YEAR 2021 BUDGET

D. CONSENT AGENDA

1. Approval of Minutes – November 19, 2020 Regular and Closed Session Meetings
2. Payment of Bills – In the amount of \$618,304.16
3. Approval of the 2021 Park Board Meeting and Committee of the Whole Schedule
4. Approval of Temporary Vacation Policy 2020 with Additional Carryover\
5. Approval of Resolution 20-09 – A Resolution to approve an amendment to the joint agreement for the Southeast Association for Special Parks and Recreation (“SEASPAR”)

E. ACTION ITEMS

1. Approval of Ordinance # 1290 – Combined Annual Budget and Appropriation Ordinance of the Downers Grove Park District, DuPage County, Illinois for the Fiscal Year Beginning January 1, 2021 and Ending December 31, 2021
2. Approval of Ordinance # 1291 – An Ordinance for the Levy and Assessment of Taxes for year 2020 of the Downers Grove Park District, DuPage County, Illinois
3. Approval of Ordinance # 1292 – An Ordinance abating a portion of the tax heretofore levied for the year 2020 to pay debt service on the General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015A, of the Downers Grove Park District, DuPage County, Illinois
4. Approval to authorize the Executive Director to enter into a 36-month agreement with Comcast for Dedicated Fiber and PRI Services for a total 3-year contract value not to exceed \$156,528
5. Approval to authorize the Executive Director to enter into a 36-month agreement with Konica Minolta for Printer and Copier Maintenance Services for a total 3-year contract value not to exceed \$35,441.64 not including price per print and any additional services add on during the time frame.
6. Approval of Intergovernmental Agreement between the Village of Downers Grove and the Downers Grove Park District for the shared use of vehicles and equipment

F. BOARD BUSINESS

1. President Comments
2. Commissioner Comments

G. UNFINISHED BUSINESS

H. NEW BUSINESS

I. RECOGNITION OF VISITORS

***J. THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD JANUARY 7, 2021 via Zoom Conferencing (if needed).***

K. ADJOURN TO CLOSED SESSION

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
3. Discussion of Minutes of prior meetings lawfully closed under the Open Meetings Act for the purpose of review, approval, or release of such Minutes pursuant to 5ILCS 120/2(c)(21) of the Open Meetings Act

L. RECONVENE FOR ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

1. Seeking a Motion that the need for confidentiality no longer exists for Executive Session minutes of January 17, 2019, February 7, 2019, March 7, 2019, March 21, 2019, April 18, 2019 and May 16, 2019 and shall be made available for public inspection

M. FINAL ADJOURNMENT





STATE OF ILLINOIS     )  
COUNTY OF DUPAGE    )

**CERTIFICATE**

I, Robert E. Kotula, 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 December 3, 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 21st day of January, 2021 and said Minutes are to become a part of the official record of said Park District.

DATED THIS 21st DAY OF January, 2021



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Robert E. Kotula, Secretary  
Downers Grove Park District

