

Minutes of a Regular Session of the Board of
Park Commissioners of the Downers Grove Park
District held on February 15, 2018 at the Village Hall,
801 Burlington Avenue, Downers Grove, IL 60515

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

PRESENT: Commissioners Gelwicks, Livorsi, Mahoney, McDonnell and Salaba; Executive Director, Bill McAdam; Director of Operations and Development, Geoff Penman; Assistant Director for District Services, Sara Rath sack; Director of Recreation, Dave Haring; Assistant Director for Financial Services, Erik Brown; Superintendent of Planning, Paul Fyle; Superintendent of Parks, Kevin Rozell; Manager of Marketing & Creative Development, Dawn Hartman; Clerk, Adine Lenon

ABSENT: None

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Pledge of Allegiance: The Pledge of Allegiance was recited.

Changes to the Agenda: None

Visitors: None

Written Correspondence: Bill McAdam received a letter from a student thanking him and his team for sharing their table at the IPRA awards luncheon.

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CONSENT AGENDA:

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

- Approval of Minutes – January 25, 2018 Regular Meeting and February 1, 2018 Workshop Meeting
- Treasurer’s Report
- Payment of Bills – In the amount of \$814,349.03
- Payout #2 – Colley Elevator Co. – Lincoln Center Elevator Modernization
- Approval of Policy for Filling a Vacant Board Seat

Commissioner Mahoney made a motion to approve the Consent Agenda as presented including the payment of bills in the amount of \$814,349.03. Commissioner Livorsi seconded the motion.

Roll Call: Ayes: Commissioners Mahoney, Livorsi, Gelwicks, McDonnell, Salaba
 Nays: None
 Absent: None

ACTION ITEMS:

Commissioner Mahoney made a motion to grant staff authorization to bid for the O'Brien Park Playground Renovation. Commissioner Livorsi seconded the motion.

Roll Call: Ayes: Commissioners Mahoney, Livorsi, Gelwicks, McDonnell, Salaba
 Nays: None
 Absent: None

BOARD BUSINESS

President Report – Commissioner Gelwicks thanked the Parks Department staff for keeping the Park District operational last weekend during the major snowfall.

STAFF AND COMMITTEE REPORTS

Executive Director Report

Executive Director McAdam mentioned that he, along with Paul Fyle and Geoff Penman will be having a meeting with the Lakota Group on Friday, February 16, 2018 to discuss the Master Plan. The March Workshop will be the Affiliates Night. Bill invited the Board to the all staff meeting taking place on Monday, February 19, 2018 at the Recreation Center. Next board meeting Chris Kapus will be introduced as the new I.T. Supervisor. March 9th is the Legislative Breakfast if the board is interested in going. He mentioned the Legislative Reception and Conference in Springfield and on February 20, 2018 he will be meeting with an HR company to discuss a program here at DGPD.

Golf Report

2017 Year End Golf Analysis

The report was included in the packet. Assistant Director for Financial Services Brown highlighted the 2017 year end golf analysis report. He mentioned that the past 5 years have shown significant improvements to revenues and that there were no changes to rates in 2017. He also mentioned that with the anticipated completion of the range shelter, in the spring of 2018, numbers should remain strong for the driving range. The events and staff rounds have decreased. Commissioner Gelwicks commented that we should do an analysis of why there was a decrease. Commissioner Salaba commented that we should consider dynamic pricing in the future.

Recreation Report

The report was included in the packet. Director Haring reported that over the past weekend that Lyman Woods had 39 snow shoe rentals. He also reported that the Recreation Center rental revenue was up in January. Discussion was made about the use of the track and Commissioner Salaba mentioned we should market memberships for those residents.

Marketing Report

The report was included in the packet. Manager of Marketing and Creative Development Hartman mentioned DGPD was awarded 3rd place in the IAPD/IPRA Agency Showcase Competition for the promotion of the Harvest Fest. Also that there are new sponsorship packets. The Board would like to get an update from Alex from the Barton Marketing Group to give a brief update

Planning Report

The report was included in the packet. Superintendent of Planning, Paul Fyle reported that 5 bid packages are out right now.

Parks Report

The report was included in the packet. Director of Operations and Development, Geoff Penman mentioned how hard staff worked to remove snow this past weekend. He also mentioned that he is looking into environmental friendly vehicles for the District.

Finance Report

The report was included in the packet. Assistant Director for Financial Services Brown discussed the preliminary year end 2017 finance report. Discussed was the Fiscal Responsibility, Program Enrichment, Strategic Planning and Capital Investment. An in depth analysis of revenues and expenses for the year was presented.

SEASPAR

Executive Director McAdam stated that he will be meeting with SEASPAR and the Village of Lemont regarding an additional site for the Eagle program.

PLAN COMMISSION

No report

UNFINISHED BUSINESS

None

NEW BUSINESS

None

RECOGNITION OF VISITORS

None

Commissioner Gelwicks announced that the next Park District Board Meeting will be held March 1, 2018 at the Lincoln Center.

ADJOURN TO EXECUTIVE SESSION

The meeting adjourned to Executive Session at 8:40 p.m. following a motion made by Commissioner Mahoney and seconded by Commissioner Livorsi.

Roll Call: Ayes: Commissioners Mahoney, Livorsi, Gelwicks, McDonnell, Salaba
 Nays: None
 Absent: None

FINAL ADJOURN

The meeting was adjourned at 9:38 p.m. following a motion made by Commissioner Mahoney and seconded by Commissioner Salaba.

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

Respectfully submitted,

Frank Livorsi,
Secretary

DOWNERS GROVE PARK DISTRICT

February 15, 2018

7:00 P.M.

Village Council Chambers

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
2. Written Correspondence

C. CONSENT AGENDA

1. Approval of Minutes – January 25, 2018 Regular Meeting and February 1, 2018 Workshop Meeting
2. Treasurer’s Report
3. Payment of Bills – In the amount of \$814,349.03
4. Payout #2 – Colley Elevator Co. – Lincoln Center Elevator Modernization
5. Approval of Policy for Filling a Vacant Board Seat

D. ACTION ITEMS

1. Authorization to Bid – O’Brien Park Playground Renovation

E. BOARD BUSINESS

1. President Comments
2. Commissioner Comments

F. STAFF AND COMMITTEE REPORTS

1. Executive Director
2. Golf
3. Recreation
4. Marketing
5. Planning
6. Parks
7. Finance
8. SEASPAR
9. Plan Commission

G. UNFINISHED BUSINESS

H. NEW BUSINESS

I. RECOGNITION OF VISITORS

J. THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD MARCH 1, 2018 AT THE LINCOLN CENTER

K. 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

L. RECONVENE FOR ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION (If Necessary)

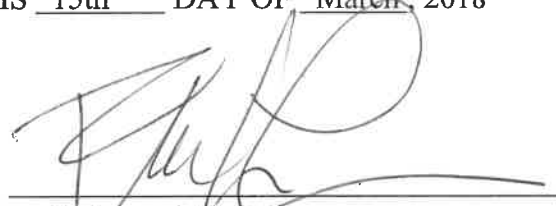
M. FINAL ADJOURNMENT

STATE OF ILLINOIS)
COUNTY OF DUPAGE)

CERTIFICATE

I, Frank Livorsi, 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 February 15, 2018 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 March, 2018, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 15th DAY OF March, 2018



Frank Livorsi, Secretary
Board of Commissioners
Downers Grove Park District

