

Minutes of a Regular Session of the Board of
Park Commissioners of the Downers Grove Park
District held on March 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 Rathsack; 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; Superintendent of Finance, Tricia Farkas; Golf Course Superintendent, Jeff Pozen; Clerk, Adine Lenon

ABSENT: None

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Pledge of Allegiance: The Pledge of Allegiance was recited.

Changes to the Agenda: Action Item D1 – Authorization to Purchase “Boxer” compact utility loader will be moved to the bottom of the action items.

Visitors: None
Assistant Director of District Services, Sara Rathsack, introduced Chris Kapus, the new IT Technician for DGPD

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 – February 15, 2018 Regular and Executive Session Meetings and March 1, 2018 Workshop Meeting
- Treasurer’s Report
- Payment of Bills – In the amount of \$706,384.36

Commissioner Mahoney made a motion to approve the Consent Agenda as presented including the payment of bills in the amount of \$706,384.36. 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 purchase a Ford F-250 Super Duty 4x4 extended cab diesel pick-up truck not to exceed \$44,385.00. Commissioner Salaba seconded the motion

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

Commissioner Livorsi abstained.

Commissioner Mahoney made a motion to grant staff authorization to purchase a Ford F-450 chassis cab equipped with a landscape body not to exceed \$58,323.00. Commissioner Salaba seconded the motion.

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

Commissioner Mahoney made a motion to authorize the Executive Director to enter into an agreement with Austin Tyler Construction, Inc. for the Mar-Duke Water Line project, including the Base Bid & Alternate #1 for a total contract value of \$28,890.00. Commissioner Livorsi seconded the motion.

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

Commissioner Mahoney made a motion to authorize the Executive Director to enter into an agreement with Pelagio & Sons for the Districtwide Concrete Paving 2018 project, including the Base Bid, Alternate #1, Alternate #2 and Alternate #3 for a total contract value of \$68,953.47. Commissioner Livorsi seconded the motion.

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

Commissioner Mahoney made a motion to reject all bids as non-responsive for the driving range shelter construction. Commissioner Livorsi seconded the motion.

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

Commissioner Livorsi made a motion to authorize the Executive Director to negotiate a contract with Obris Construction Company, Inc. for the driving range shelter construction not to exceed the base bid of \$149,500. Commissioner Salaba seconded the motion.

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

Commissioner Mahoney made a motion to authorize the Executive Director to enter into a contract with Pro Electric, Inc. for the driving range shelter electrical work, for a total value of \$78,855.00. Commissioner Livorsi seconded the motion.

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

Commissioner Mahoney made a motion to authorize the Executive Director to enter into a contract with BS&A Software in an amount not to exceed \$75,000. Commissioner Livorsi seconded the motion.

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

There was no motion for authorization to purchase – “Boxer” compact Utility Loader. This will be discussed further at a future meeting.

BOARD BUSINESS

President Comments – Commissioner Gelwicks mentioned that he attended the all-staff meeting at the Rec Center and thanked the staff for their efforts.

Commissioner Comments: Commissioner Salaba mentioned that Downers Grove was noted as the “top 100 places to live” and thanked the staff for all their efforts.

STAFF AND COMMITTEE REPORTS

Executive Director Report

Executive Director McAdam mentioned he met with the Public Works Department today regarding Belmont Prairie and that he will be included on the process going forward. He also mentioned that he will be meeting with the Lakota Group next week and thinks we will have a new timeline or he might make a new recommendation. Bill McAdam also met with HR Review Group to clarify things that DGPD will need. Bill attended the IAPD breakfast and sat with Rep. Olsen and mentioned that he will take Rep. Olsen on some tours of our parks. DGPD hosted the IPRA board meeting at the Rec Center. Also mentioned that the papers in front of the board are our Personnel Policy with updates and will discuss at a workshop if we have new changes. Last but not least, he thanked Pam for all her late nights at the Board Meetings and keeping the DGPD organized.

Golf Report

The report was included in the packet. Director Haring reported they purchased a movable wall partition to hide excess chair and tables. The wine tasting event took place on February 16th and 44 people attended. Also, they are narrowing down an applicant for the Assistant Golf Manager position.

Recreation Report

The report was included in the packet. Director Haring discussed members of the recreation staff at the Rec Center began brainstorming on ways to improve and update the entire operation of the Rec Center going forward. He also mentioned Shannon Forsythe (Manager of Natural Resources and Interpretive Services) has moved her office to the Lincoln Center.

Marketing Report

The report was included in the packet. Manager of Marketing & Creative Development, Dawn Hartman discussed promotional plans for Downers Grove Golf Club, Miner Mike's and Summer Camps. Commissioner Gelwicks would like Alexander from the Barton Group to attend the next Board Meeting to discuss the sales and development report.

Planning Report

The report was included in the packet. Superintendent of Planning, Paul Fyle discussed the O'Brien Park Project and that the golf course pond dredging will not need a permit from the Army Corps.

Parks Report

The report was included in the packet. Director of Operations and Development, Geoff Penman mentioned that the Parks had 10 snow events that totaled 24 inches of snow and 1 ice event. He also mentioned that Mike Stelter, Assistant Superintendent of Parks presented at Community Habitat Symposium sponsored by the Kankakee Torrent chapter of Illinois Native Plant Society.

District Services

The report was included in the packet. Thanked Pam Rank for 11 years of taking the minutes for the meetings.

SEASPAR

Executive Director McAdam stated that he will be meeting with SEASPAR next week and will have an update on that meeting.

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 April 5, 2018 at Lyman Woods.

ADJOURN TO EXECUTIVE SESSION

The meeting adjourned to Executive Session at 9:11 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 9:40 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

March 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 –February 15, 2018 Regular and Executive Session Meetings and March 1, 2018 Workshop Meeting
 - 2. Treasurer’s Report
 - 3. Payment of Bills – In the amount of \$706,384.36

- D. **ACTION ITEMS**
 - 1. Authorization to Purchase – “Boxer” Compact Utility Loader not to exceed \$35,606.04
 - 2. Authorization to Purchase – Ford F-250 Super Duty 4x4 extended cab Diesel Pick-up truck not to exceed \$44,385.00
 - 3. Authorization to Purchase – Ford F-450 Chassis Cab equipped with a Landscape Body not to exceed \$58,323.00
 - 4. Consideration of Bids – Mar-Duke Water Line Project
 - 5. Consideration of Bids – Districtwide Concrete Paving
 - 6. Consideration of Bids – Driving Range Shelter Construction
 - 7. Consideration of Bids – Driving Range Shelter Electrical Work
 - 8. Motion to Authorize the Executive Director to Enter Into and Execute a Contract with BS&A Software in an Amount not to exceed \$75,000

- 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. District Services
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 APRIL 5, 2018 AT THE LYMAN WOODS NATURE 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 March 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 19th day of April, 2018, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 19th DAY OF April, 2018



Frank Livorsi, Secretary
Board of Commissioners
Downers Grove Park District

