Minutes of a Regular Session of the Board of
Park Commissioners of the Downers Grove Park
District held on April 20, 2017 at the Village Hall,
801 Burlington Avenue, Downers Grove, IL 60515

Call to Order

Commissioner Cushing called the meeting to order at 7:00 p.m.

PRESENT: Commissioners Cushing, Gelwicks, Mahoney and Salaba; Executive Director, Bill McAdam; Director of Operations and Development, Geoff Penman; Director of Recreation, Jay Kelly; Assistant Director for District Services, Sara Rathsock; Assistant Director for Financial Services, Erik Brown; Superintendent of Parks, Kevin Rozell; Superintendent of Planning, Paul Fyle; Manager of Marketing and Creative Development, Dawn Hartman; Clerk, Pam Rank

ABSENT: Commissioner Livorsi

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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 – March 16, 2017 Regular and Executive Session Meetings; April 6, 2017 Workshop & Executive Session Meetings
- Treasurer’s Report
- Payment of Bills in the amount of $843,844.61
- Request Approval for Utility Renewal – Progressive Energy

Commissioner Mahoney made a motion to approve the Consent Agenda as presented including the payment of bills in the amount of $843,844.61. Commissioner Gelwicks seconded the motion.

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

ACTION ITEMS:

Commissioner Mahoney made a motion to award the Park District Master Plan and Community Needs Assessment contract to The Lakota Group, for a fee not to exceed $116,700. Commissioner Gelwicks seconded the motion.

Roll Call:  Ayes:  Commissioners Mahoney, Gelwicks, Cushing and Salaba
Nays:  None
Absent: Commissioner Livorsi
Commissioner Salaba made a motion to authorize the Executive Director to enter into an agreement with Mechanical Concepts of Illinois, Inc. for (option A) the RTU replacement with a new building control system, at Lincoln Center, including authorization to approve change orders totaling 5% of the contract value for any unforeseen conditions that may be encountered during installation. Commissioner Mahoney seconded the motion.

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

Commissioner Gelwicks made a motion to authorize staff to bid the Lincoln Center elevator renovation project. Commissioner Mahoney seconded the motion.

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

Commissioner Mahoney made a motion to approve Resolution 17-01: a resolution of Lodge, Association or Other Similar Organization. Commissioner Gelwicks seconded the motion.

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

Commissioner Gelwicks made a motion to grant authorization to bid the Ruth K. Powers Park fencing Improvements. Commissioner Salaba seconded the motion.

Roll Call:  
Ayes: Commissioners Gelwicks, Salaba and Cushing  
Nays: Commissioner Mahoney  
Absent: Commissioner Livorsi

STAFF AND COMMITTEE REPORTS

Executive Director Report
Executive Director McAdam thanked the Garden Club for their participation in the Arbor Day event. He reminded the Commissioners about the EDC luncheon on June 1, 2017; the Executive Director will be attending the Legislators Conference in Springfield, May 2-3rd.

Recreation Report
Director Kelly reported that new to his report was the Weather Report with will track un-playable days. He also reported that the new LINK program has 20 participants so far.

Planning Report
Superintendent of Planning, Paul Fyle reported that staff is preparing for: RFPs for a shade structure at Lyman Woods; RFPs for spring parking lot sealcoating; RFPs for playground mulch replenishment.

Parks Report
Director Penman reported that water has been turned on at all park locations; the electrical line at McCollum Park north has been replaced; a prescribed burn was conducted at Belmont Prairie; and contractual pruning of trees has begun.
Financial Report
Assistant Director for Financial Services, Erik Brown, reported that funds are tracking well.

SEASPAR
Executive Director McAdam reported that he attended the SEASPAR meeting on Tuesday. Their fiscal year budget passed with a flat levy. The SEASPAR golf outing will be held on May 12th and the annual Achieve & Believe banquet will be held on May 17th.

PLAN COMMISSION
No Report

UNFINISHED BUSINESS
Affiliate Group Discussion
Commissioner Cushing informed all present that he and the Executive Director had a meeting with the president of the DOLLS organization. DOLLS is adamant that they have no affiliation with the New Jersey Cheetahs organization. DOLLS will be providing DGPD with financial documentation. They admit that the addition of the Cheetahs was not handled well. Some Board members questioned if the DOLLS are in violation of the affiliate agreement and that they should be put on notice to start a process to correct the violation. The Board asked the Executive Director to draft a letter from the Board to the DOLLS outlining the violation concerns and a path forward.

NEW BUSINESS
None

RECOGNITION OF VISITORS
None

Commissioner Cushing announced that the next Park District Board meeting will be held May 4th, 2017 at Lincoln Center.

ADJOURN TO EXECUTIVE SESSION
The meeting was adjourned to Executive Session at 8:44 p.m., per items listed on the agenda, following a motion made by Commissioner Mahoney and seconded by Commissioner Gelwicks.

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

FINAL ADJOURNMENT
The meeting was adjourned at 10:30 p.m., following a motion made by Commissioner Mahoney and seconded by Commissioner Gelwicks.

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

Respectfully submitted,

Tom Salaba,
Secretary
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 – March 16\textsuperscript{th}, 2017 Regular and Executive Session Meetings; April 6\textsuperscript{th}, 2017 Workshop and Executive Session Meetings
   2. Treasurer’s Report
   3. Payment of Bills – In the amount of $843,844.61
   4. Request Approval for Utility Renewal – Progressive Energy

D. ACTION ITEMS
   1. Consideration of Fee Proposal and Award Contract – Park District Master Plan and Community Needs Assessment
   2. Consideration of Bids – Lincoln Center HVAC Replacement 2017
   3. Request Authorization to Bid – Lincoln Center Elevator Renovation
   4. Approval of Resolution 17-01 – Lodge, Association or Other Similar Organization
   5. Request Authorization to Bid – Ruth K. Powers Park Fencing Improvements

E. BOARD BUSINESS
   1. President Comments
   2. Commissioner Comments

F. STAFF AND COMMITTEE REPORTS
   1. Executive Director
   2. Recreation
   3. Planning
   4. Parks
   5. Finance
   6. SEASPAR
   7. Plan Commission
G. UNFINISHED BUSINESS
   1. Affiliate Group Discussion

H. NEW BUSINESS

I. RECOGNITION OF VISITORS

J. THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD MAY 4, 2017 AT THE LINCOLN CENTER

K. ADJOURN TO EXECUTIVE 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

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

M. 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 ___April 20th, 2017___ 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 18th day of May, 2017, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 18th DAY OF May, 2017

[Signature]

Tom Salaba, Secretary
Board of Commissioners
Downers Grove Park District