

Minutes of a Regular Session of the Board of
Park Commissioners of the Downers Grove Park
District held on August 17, 2017 at the Village Hall,
801 Burlington Avenue, Downers Grove, IL 60515

Call to Order Commissioner Gelwicks called the meeting to order at 7:04 p.m.

PRESENT: Commissioners Gelwicks, Livorsi, Mahoney, McDonnell 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 Parks, Kevin Rozell; Superintendent of Planning, Paul Fyle; Manager of Marketing & Creative Development, Dawn Hartman; Golf Course Manager, Sally Hayduck; Golf Course Superintendent, Jeff Pozen; Clerk, Pam Rank

ABSENT: None

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Pledge of Allegiance: The Pledge of Allegiance was recited
Changes to the Agenda: Item #5 in the Action Items has been removed from this agenda
Visitors: None
Written Correspondence: None

Safety Recognition Awards were presented to Custodian, Jim Barry; Maintenance Worker, Alfonso Dominguez; Administrative Assistant, Pam Rank

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CONSENT AGENDA:

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

- Approval of Minutes – July 20, 2017 Regular and Executive Session Meetings; August 3, 2017 Workshop Meeting
- Treasurer’s Report
- Payment of Bills in the amount of \$945,406.36
- Authorize Executive Director to enter into a 3-Year Contract with Sikich, LLP
- Payout #2 – The Lakota Group, Inc. – Park & Recreation Master Plan and Community Needs Assessment
- Payout #2 – Mechanical Concepts of Illinois, Inc. – Lincoln Center HVAC Replacement 2017

Commissioner Livorsi made a motion to approve the Consent Agenda as presented including the payment of bills in the amount of \$945,406.36. Commissioner Mahoney seconded the motion.

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

ACTION ITEMS:

Commissioner Mahoney made a motion to authorize the Executive Director to enter into an agreement with Evans & Son for the Districtwide Asphalt Paving 2017 project, including the Base Bid and Alternate #1 and Alternate #2 for a total contract value of \$43,675.00. Commissioner Livorsi seconded the motion.

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

Commissioner Mahoney made a motion to authorize the Executive Director to enter into an agreement with Davis Concrete Construction Company for the Districtwide Concrete Paving 2017 project for a total contract value of \$76,643.81. Commissioner Salaba seconded the motion.

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

Commissioner Mahoney made a motion to approve Change Order #1 (Deduct) to the Davis Concrete Construction Company contract for the Districtwide Concrete Paving 2017 in the amount of \$25,668.00. Commissioner Salaba seconded the motion.

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

Commissioner Mahoney made a motion to authorize the Executive Director to enter into an agreement with Kendall Excavating for the 6821 S. Main Street demolition, for an amount not to exceed \$34,600.00 for all work as specified. Commissioner Livorsi seconded the motion.

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

BOARD BUSINESS

President Comments – Commissioners Gelwicks stated that he bought honey at Lyman Woods and that if anyone is interested in buying some, to do it soon as they are selling out quick.

Commissioner Comments – None

STAFF AND COMMITTEE REPORTS

Executive Director Report

Executive Director McAdam informed the Board that the final timeline for VSI has been passed out. He and Manager of Natural Resources and Interpretive Services, Shannon Forsythe met with a representative from DuPage Monarch Project. The Park District has several Monarch waystations throughout the Village. The Park District will be seeking a joint resolution with the Village in support of the Monarch Project.

The Lakota Needs Assessment Survey has been sent out. Residents are urged to fill out and return as soon as possible. Shortly, there will be an opportunity for those residents who did not receive the survey to fill one out on the District's website.

There has been an outbreak of vandalism at several Parks. Residents are urged to call the police if they witness anything unusual.

Recreation Report

Director of Recreation, Jay Kelly reported that the LINK before and after school program, is currently up to 60 individual participants; the recent production of the Secret Garden that took place at the Avery Coonley school had 400 people in attendance.

Planning Report

Superintendent of Planning, Paul Fyle updated the Board on several projects, and answered questions.

Parks Report

Director of Operations and Development, Geoff Penman informed the Board that part-time help is needed for the maintenance department now that the seasonal staff has returned to school. The goats have completed their mission and will be leaving tomorrow. The parks department has hired a new Forester, Jim Weimer.

Financial Report

Assistant Director for Financial Services, Erik Brown said that there were no new updates since his report was printed and asked if there were any questions.

SEASPAR Annual Report – Executive Director McAdam informed the Board that Congressman Roskam came to meet staff to learn more about SEASPAR.

PLAN COMMISSION

No Report

UNFINISHED BUSINESS

President Gelwicks and Executive Director McAdam had a meeting with the DOLLS organization to discuss the Cheetahs branch of their organization. It was determined that the current affiliate agreements are outdated as the organizations keep growing. New affiliate agreements will be updated to reflect changes. This will encompass all affiliates.

Dolls have asked permission to install outfield fencing and a batting cage at Powers Park. The Board concurred that this is okay.

NEW BUSINESS

2018 Golf Course Budget Discussion

Assistant Director for Financial Services, Erik Brown presented the proposed Golf Course Budget for 2018. Several fee increases along with capital projects were discussed.

Golf Course Superintendent, Jeff Pozen stated that the biggest complaint/challenge was the pace of play. He proposed that changing the intervals from eight to ten minutes could help.

Commissioner Mahoney thought that that change should be a last resort. The rangers should be enforcing the course rules as far as keeping the golfers moving. Ultimately, the Board concluded that the pace of play is a management decision.

Proposed capital projects for 2017 included clubhouse improvements, driving range net replacement and greens and tee mowers.

Preliminary projects for 2018 included canal & irrigation dredging, enclosed range shelter and bunker improvements.

The Board was in favor of all of the above improvements asking staff to research sponsorships/partnerships for the enclosed range shelter. The Board also concurred on the fee increases.

RECOGNITION OF VISITORS

None

Commissioner Gelwicks announced that the next Park District Board meeting will be held September 7, 2017 at 7:00 p.m. at Lincoln Center.

Commissioner Gelwicks asked that a future Board meeting take place at the Museum, in light of the new exhibit celebrating the 125th Anniversary of the Victorian Blodgett House.

FINAL ADJOURN

The meeting adjourned at 9:50 p.m. following a motion made by Commissioner Mahoney and seconded by Commissioner Livorsi.

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

Respectfully submitted,

Frank Livorsi,
Secretary

DOWNERS GROVE PARK DISTRICT

August 17, 2017

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
3. Safety Award Recognition

C. CONSENT AGENDA

1. Approval of Minutes – July 20th, 2017 Regular and Executive Session Meetings; August 3rd, 2017 Workshop Meeting
2. Treasurer’s Report
3. Payment of Bills – In the amount of \$945,406.36
4. Authorizing the Executive Director to Enter Into a 3-Year Contract with Sikich, LLP
5. Payout #2 – The Lakota Group, Inc. – Park & Recreation Master Plan and Community Needs Assessment
6. Payout #2 – Mechanical Concepts of Illinois, Inc. – Lincoln Center HVAC Replacement 2017

D. ACTION ITEMS

1. Consideration of Bids – Districtwide Asphalt Paving 2017
2. Consideration of Bids – Districtwide Concrete Paving 2017
3. Change Order #1 – (DEDUCT) Davis Concrete Construction Company – Districtwide Concrete Paving 2017
4. Consideration of Bids – 6821 S. Main Street Demolition
5. Approval of Ordinance #1259 – Ordinance of the Downers Grove Park District Designating Depositories for Funds in Custody of the Treasurer and Authorizing Certain Investments from Time to Time

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 Agreements

H. NEW BUSINESS

1. 2018 Golf Course Budget Discussion

I. RECOGNITION OF VISITORS

J. THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD SEPTEMBER 7th, 2017 AT 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 August 17th, 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 21st day of September, 2017, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 21st DAY OF September, 2017



Frank Livorsi, Secretary
Board of Commissioners
Downers Grove Park District