

Minutes of a Workshop Session of the Board of  
Park Commissioners of the Downers Grove Park  
District held on September 7, 2017 at Lincoln Center,  
935 Maple Avenue, Downers Grove, IL 60515

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

PRESENT: Commissioners Gelwicks, 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 Rath sack; Assistant Director for Financial Services, Erik Brown; Superintendent of Parks, Kevin Rozell; Superintendent of Planning, Paul Fyle; Clerk, Pam Rank

ABSENT: Commissioner Livorsi

\*       \*       \*       \*

Pledge of Allegiance:        The Pledge of Allegiance was recited

Changes to the Agenda:       None

Visitors:                        None

\*       \*       \*       \*

**DISCUSSION ITEMS:**

**Master Plan Survey Results**

The Lakota Group presented an overview of the completed steps in the survey process. Engage being the first step in the process, they reached out to the community for their input. Through meetings with stakeholders, staff and online survey respondents, it was determined that walking is the top participation activity. There was no consensus on the need for a community pool. The Park District facilities scored very high in the good/excellent category for facility conditions, quality of experience and customer service. Analyze is the second step in the survey process. Lakota analyzed the Park District's amenities, square footage and distribution of parks. They also reviewed the Affiliate Agreements and made some suggestions to consider when updating future agreements. The next steps will include: finalizing the athletic field assessment and amenity distribution, summarizing the community meeting, the Commissioner interview and summary, survey cross tabs and synthesize all findings to pinpoint key issues and opportunities.

**Affiliate Agreement Review of Qualifications**

Staff has identified the following areas of potential change in the affiliate agreements: Minimum requirements for the annual audit; Annually, the audit is presented to the Park Board for acceptance; a representative from each affiliate should attend one board meeting yearly to present an annual report; any change to legal structure of the Affiliate must have prior notification to the Park Board of Commissioners for comments; each affiliate can host one tournament yearly at a discounted rate, others at full rate depending on availability of fields and support; all participants must be residents of Illinois; staff is working on a tiered fee structure.

### **Distinguished Agency**

The Board was presented with a Distinguished Agency schedule of policy and documents for Board approval.

### **Prince Pond Engineering Study Results**

Paul Fyle presented an overview of the findings from the engineering study and report. The findings included: quantity of material, quality of material, permitting process, recommended dredging method and cost estimate. These finding will now be taken to the Village for their approval.

### **Nadler Golf Cart Lease**

Director Kelly presented a background of the current golf cart lease which will expire at the end of 2017. The new lease extension will include thirty 2017 model gas carts and one beverage cart. The newer carts are fuel injected and offer a higher level of fuel efficiency.

### **Miscellaneous**

Commissioner Gelwicks commented on the previous meeting where the golf budget was discussed. He suggested that, in the future, the golf budget meeting be a workshop meeting.

### **RECOGNITION OF VISITORS**

None

Commissioner Gelwicks announced that the next Park District Board meeting will be held September 21, 2017 at the Village Hall Council Chambers.

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### **ADJOURN TO EXECUTIVE SESSION**

The meeting was adjourned at 9:35 p.m. following a motion made by Commissioner Mahoney and seconded by Commissioner Salaba.

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

### **FINAL ADJOURNMENT**

The meeting was adjourned at 9:48 p.m. following a motion made by Commissioner Mahoney and seconded by Commissioner Salaba

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

Respectfully submitted,

Frank Livorsi  
Secretary

**DOWNERS GROVE PARK DISTRICT**

September 7, 2017

7:00 P. M.

*Lincoln Center – Room 503*

**WORKSHOP MEETING 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

C. DISCUSSION ITEMS

1. Master Plan Survey Results
2. Affiliate Agreements – Review of Qualifications
3. Distinguished Agency
4. Prince Pond Engineering Study Results
5. Nadler Golf Cart Lease
6. Miscellaneous

D. RECOGNITION OF VISITORS

***E. THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD SEPTEMBER 21, 2017 AT THE VILLAGE COUNCIL CHAMBERS***

F. 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

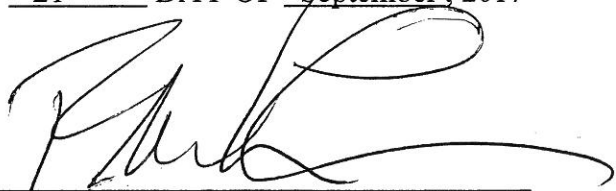
G. FINAL ADJOURNMENT

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 September 7<sup>th</sup>, 2017 Workshop 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 21<sup>st</sup> day of September, 2017, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 21<sup>st</sup> DAY OF September, 2017



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Frank Livorsi, Secretary  
Board of Commissioners  
Downers Grove Park District