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 Rathsack; Assistant Director for Financial
Services, Erik Brown; Superintendent of Parks, Kevin Rozell; Superintendent of Planning, Paul
Fyle; 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

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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 7th, 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 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

[Signature]

Frank Livorsi, Secretary
Board of Commissioners
Downers Grove Park District