

Minutes of a Workshop Session of the Board of
Park Commissioners of the Downers Grove Park
District held on February 4, 2016 at Lincoln Center,
935 Maple Avenue, Downers Grove, IL 60515

Call to Order President Cushing called the meeting to order at 7:05 p.m.

PRESENT: Commissioners Cushing, Gelwicks, Livorsi, 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 Rathsack; Superintendent of Planning, Paul Fyle; Superintendent of Parks, Kevin Rozell; Athletics & Outdoor Facility Manager, Mike O'Shea; Lincoln Center Manager, Michelle Pusateri; Recreation Supervisor, Matt Netrefa; Clerk, Pam Rank
ABSENT: Assistant Director for Financial Services, Erik Brown

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Pledge of Allegiance: The Pledge of Allegiance was recited.

Changes to the Agenda: None

Recognition of Visitors: None

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DISCUSSION ITEMS:

Before and After School Program

Executive Director McAdam appreciated the feedback from the Board at the last meeting. Rather than redesign the pilot program, staff has decided to start over. Staff will ask questions of the Board. Staff is going to change direction and adjust the rollout timeline from this fall to next fall. The plan is to work with the Board to resolve any issues and determine if a pilot program is the way to proceed or go all out and include all District 58 schools. Commissioner Cushing thought that stepping back and working through concerns was good idea. Commissioner Salaba thought the program was well put together and was also wondering if it should be a pilot program or include all schools. Executive Director McAdam replied that by backing the program up one year, discussions can take place to talk through all avenues and scenarios. He said it was a great program. According to the 2000 survey, there was a great need for a program like this and the need now is even greater. Commissioner Salaba asked if a whole year was necessary for the program to move forward. Executive Director McAdam responded that it was necessary due to brochure deadlines and such. Director Kelly said that the program has to be ready to go by September of this year to be ready for the 2017 school season. Commissioner Gelwicks was concerned that there was little discussion early on and that the Board's input may have been helpful. Commissioner Livorsi asked if both the Lincoln Center and the Recreation Center were both necessary. The reply was that both buildings are used to the max. Commissioner Mahoney commented that half of the people in Downers Grove never thought that the Recreation Center would fill up and now it has a very important place in the community. Executive Director McAdam asked if the Board was okay with purchasing the SEASPAR bus that has a lift, for \$2,500. The Board concurred that it should be purchased. Commissioner Gelwicks was concerned that the SEASPAR busses that are parked at the Recreation Center take up many parking spaces and suggested parking them at the Golf Course.

Commissioner Livorsi asked when staff would bring a (LINK) plan back to the Board. Director Kelly informed him that it would be an ongoing discussion through June and the hope is to have a good foundation by July. Commissioner Salaba suggested a flow chart with critical points clearly marked and plan discussions/workshops around those points. Commissioner Mahoney asked what the next step was. The reply was, create a framework, ask questions and move on from there. The plan should be in place by March of 2017 for an August 2017 start. Executive Director McAdam commended staff for the effort and their passion that went into putting the program together.

Affiliate Agreement Discussion

Director Kelly informed the Board that though there are many copies of the agreements in their packets there is very little new language. Some changes included fee adjustments. Non-resident fees were increased by \$5.00 and the current 90% discount on field rentals decreased to an 80% discount. The affiliates appeared to be in agreement with the changes except for the discount adjustment. Director Kelly said that the affiliate agreements will be reviewed annually and the affiliates will be notified in advance of any fee changes. Commissioner Salaba asked if any of the affiliates were not going to sign the agreement. Director Kelly replied that that was not an option and they would work together to come to an agreement. Commissioner Cushing thought that it was a fair increase as it has been three years since the last increase. He said that it makes a difference how the increase was presented to the affiliates. He thought more discussion with the Board before the presentation would have been helpful. Commissioner Gelwicks suggested a user fee across the board as a funding mechanism to maintain facilities. He also stated that he can't support an increase for residents but was okay with increasing non-resident fees. Commissioner Livorsi was okay with the increase. Commissioner Mahoney thought that a 10% increase was too much. She asked what the tournament fees were. Director Kelly informed her that tournament fees are not an affiliate agreement item but that he would look at that for a significant revenue source. Executive Director McAdam said that issues would be taken into consideration and will bring back to the Board after more discussion with the affiliates.

Master Plan

Executive Director McAdam asked the Board for direction on how they wanted to proceed with the review of the Master Plan. Commissioner Salaba asked for an internal completion date. Executive Director McAdam informed him that it should be updated and completed for accreditation by September/October of 2017. He also stated that the clock starts as soon as the Board approves the Master Plan. Commissioner Gelwicks asked if it was a living document...can changes be made after approval. Executive Director McAdam assured him that it was. Commissioner Gelwicks stated that the document was very specific to individual things and thought it should have a much broader view. Commissioner Salaba also thought that it should be a vision of bigger plans...dream big. Superintendent of planning Paul Fyle explained that the 2000 open space plan had the broader vision and the new plan is updating and improving existing facilities. Executive Director McAdam suggested adding a visionary document with "dreams" to the current Master Plan. Commissioner Gelwicks stated that the plan was missing a planning process that should include the commissioners. Executive Director McAdam said that this would begin that process. He was asking the commissioners how they wanted to proceed. Commissioner Gelwicks thought that breaking it into pieces would be a good idea. He also stated that community input was important and a new needs assessment should be done. He also stated the green initiatives were missing from the plan; everything in the Master Plan should have something related to green initiatives. Commissioner Salaba suggested adding a few pages at the end of the current plan to include a visionary plan. Commissioner Gelwicks would like to see a timeline on when completion is expected for the Gold Medal process, the Strategic Plan, etc. Executive Director

McAdam suggested that the Commissioners email him a list of their concerns. He will compile these and share with the other commissioners and hope to have an answer in the near future.

Miscellaneous

Executive Director McAdam explained that part of the accreditation process would be updating policies and bringing them to the Board for review. He also explained some changes in the criteria for applying for the Gold Medal Award. One of the changes is that instead of a 30 minute video, a five minute video is required but only for the finalists.

Director Penman asked the Board to forgo the bid process and have True Colors Industrial, LLC finish the balance of the Lincoln Center roof thus preserving the warranty of the work already completed by them. This will be put to a motion at the next board meeting.

RECOGNITION OF VISITORS

None

Commissioner Cushing announced that the next meeting of the Park District Board will be held February 18, 2016 at the Village Council Chambers.

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FINAL ADJOURNMENT

The meeting was adjourned at 9:47 p.m. following a motion made by Commissioner Mahoney and seconded by Commissioner Livorsi.

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

Respectfully submitted,

Tom Salaba
Secretary

DOWNERS GROVE PARK DISTRICT

February 4, 2016

7:00 P. M.

Lincoln Center – Room 503

WORKSHOP MEETING AGENDA

1. CONVENING THE MEETING
 - 1.1 Call to Order
 - 1.2 Roll Call
 - 1.3 Pledge of Allegiance
 - 1.4 Changes to the Agenda
2. COMMUNICATIONS
 - 2.1 Recognition of Visitors
3. DISCUSSION ITEMS
 - 3.1 Before and After School Program
 - 3.2 Affiliate Agreement Discussion
 - 3.3 Master Plan
 - 3.4 Miscellaneous
4. RECOGNITION OF VISITORS

THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD FEBRUARY 18, 2016 AT THE VILLAGE COUNCIL CHAMBERS

5. ADJOURN TO EXECUTIVE SESSION (If needed)
 - 5.1 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 Meeting Act
 - 5.2 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 lodge 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 Meeting Act
6. 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 February 4th, 2016 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 18th day of February, 2016, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 18th DAY OF February, 2016

T. Salaba
Tom Salaba, Secretary
Board of Commissioners
Downers Grove Park District