

Minutes of a Workshop Session of the Board of  
Park Commissioners of the Downers Grove Park  
District held on March 3, 2016 at the Recreation Center,  
4500 Belmont, Downers Grove, IL 60515

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

PRESENT: Commissioners Cushing, Gelwicks, Livorsi, Mahoney and Salaba; 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 Planning, Paul Fyle; Athletics & Outdoor Facility Manager, Mike O’Shea; Recreation Supervisor, Toni Giovenco; Clerk, Pam Rank  
ABSENT: Executive Director, Bill McAdam

\*       \*       \*       \*

Pledge of Allegiance:        The Pledge of Allegiance was recited.

Changes to the Agenda:       None

Recognition of Visitors:       Rebecca Letourneaux, 4025 Seeley, Downers Grove, IL 60515. Representing Roadrunners, she was asking that the lights be put back in at the McCollum “pit”. The Board responded that the lights were taken out due to resident complaints of noise and fumes from the portable lighting. Also, the Walnut property has been designated for Roadrunners as an alternative. Ms. Letourneaux felt that more lighted fields were necessary. Commissioner Cushing assured her that the Board would discuss this topic. Commissioner Gelwicks asked if staff was documenting the needs of the affiliates. Director Kelly said that staff would work with Roadrunners to define their needs.

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**DISCUSSION ITEMS:**

**Spyglass Telecom Audit Contract**

Assistant Director Brown explained to the Board that staff was about to move forward with a contract with the Spyglass Group, a cost advisory firm that specializes in working with companies and governmental units to find cost reductions within their Telecommunication expenses. Spyglass will examine 2-3 months of bills and recommend plans that may be cheaper. The Park District will only be charged for the recommendations that they accept if any. Commissioner Cushing asked what if the savings are not realized. Assistant Director Brown assured him that it was all covered in the contract. Commissioner Salaba asked if Spyglass pursued the Park District or the other way around. Assistant Director Brown answered that Spyglass came to him but that they were a reputable company. Commissioner Gelwicks thought that it couldn’t hurt to get the recommendations but suggested that staff do some research and attempt to gather some savings on their own. The Board was in agreement to move forward as presented. Commissioner Gelwicks also offered his services to look into this matter on his own.

## **Affiliate Agreement Discussion**

Director Kelly presented several spreadsheets of fee structures in an effort to show the Board the cost of recovery for affiliate programs. These spread sheets will help explain to the affiliates the reason for fee increases. After much discussion, Commissioner Gelwicks supported a fee that would be built into field rental which would mean there would no longer be a “per player” fee. Director Kelly proceeded to tell the Board that currently the affiliates pay \$10 per hour for the Doerhoefer turf field. He asked what their opinion was regarding raising that rate. Commissioner Salaba said that if the rates were to be increased, it would have to be worded right showing the costs involved in maintaining and replacing the artificial turf. Commissioner Salaba asked how the affiliates were billed. Athletics & Outdoor Facilities Manager, Mike O’Shea informed him that they were billed twice a year once in spring and once in fall. A spreadsheet is included with these bills allowing the affiliates to calculate their usage fees.

Commissioner Cushing made it known that the rate of the Doerhoefer turf field has never been raised and asked how the DGPD rates compared to other turf field rates. Director Kelly will gather that information and reminded the Board that the affiliates only pay \$10 per hour which is a 90% discount. Commissioner Mahoney thought the turf field should have a separate discount fee. Commissioner Salaba thought looking for a long term plan for the Doerhoefer turf field would be the way to go, possibly showing a 5% increase year after year built into the affiliate agreement. Director Kelly agreed and said the plan would have a goal in that there would be an increase year after year to reach that goal. Director Kelly asked the board if they were open to an 85% or 80% discount rather than the current 90% discount. Commissioner Mahoney said that the turf field discount should be different but that the change should be gradual. Commissioner Gelwicks would rather see a rate increase for the turf field which would automatically raise the rental rate for the affiliates. He also stated that even with a rate increase, it won’t pay for the field replacement. The Board agreed that raising the rental rate for the turf field on a yearly basis and not doing anything with the affiliate discount was the way to go. They also advised that another mechanism for the field replacement is needed. Commissioner Cushing stated that the Doerhoefer field is a premium field but the rate we charge does not reflect that. Commissioner Livorsi thought a \$25-\$30 per hour immediate increase for the affiliates is the way to go. The other commissioners did not share his view. Director Kelly asked the Board what they thought about the affiliates paying 100% of their tournament fees. Commissioner Gelwicks was of the opinion that the fees should be raised incrementally year to year for the non-resident teams.

Recreation Supervisor, Toni Giovenco gave a short presentation regarding the new regulations on concussions in soccer. She informed the Board that as the U.S. soccer standards have changed, the Park District complies. There are standards charts for each age group and the Park District will have to comply with those national standards by August of 2016. The new rules do not allow “heading” for ages 10 years and younger. For ages 11-13 years, heading is allowed only during practices. This allows for teaching the proper methods and monitoring. For ages 14-18, heading is allowed at any time. Commissioner Mahoney asked how to tell if someone had a concussion. Toni informed her that the coaches and parents are taught how to recognize the signs. Commissioner Mahoney thought it a good idea to have some wording in all of the affiliate agreements regarding concussion safety. Toni passed around a sample of the new reversible shirts that the soccer teams will be wearing this year. Director Kelly said staff would insert concussion protocol into the affiliate agreements and bring back to the Board.

Flag Football: Director Kelly informed the Board that there was a misunderstanding with Panthers regarding flag football. In conclusion, the Park District will exclusively run the Flag Football program. Commissioner Cushing said that the Panthers run their program very differently and that they were not affiliated with NFL flag football program like the Park District is.

Commissioner Gelwicks again was concerned with funding for the Doerhoefer turf field. He thought a surcharge per player across all programs may be a solution. The Park District should discuss a funding mechanism with the affiliates so money can be set aside for the improvement of fields.

### **RECOGNITION OF VISITORS**

None

Commissioner Cushing announced that the next meeting of the Park District Board will be held March 17, 2016 at the Village Council Chambers.

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### **ADJOURN TO EXECUTIVE SESSION**

The meeting was adjourned to Executive Session at 9:37 p.m. following a motion made by Commissioner Mahoney and seconded by Commissioner Livorsi

### **FINAL ADJOURNMENT**

The meeting was adjourned at 9:48 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**

March 3, 2016

7:00 P. M.

*Recreation Center – Multipurpose Room*

**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 Spyglass Telecom Audit Contract
  - 3.2 Affiliate Agreements
4. RECOGNITION OF VISITORS

***THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD MARCH 17, 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

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Roll Call:                   Ayes: Commissioners Mahoney, Livorsi, Gelwicks, Cushing and Salaba  
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Tom Salaba  
Secretary

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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 March 3<sup>rd</sup>, 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 17<sup>th</sup> day of March, 2016, and said Minutes are to become a part of the official record of said Park District.

DATED THIS 17<sup>th</sup> DAY OF March, 2016



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Tom Salaba, Secretary  
Board of Commissioners  
Downers Grove Park District