Minutes of a Workshop Session of the Board of
Park Commissioners of the Downers Grove Park
District held on September 1, 2016 at the Lincoln Center,
935 Maple Avenue, Downers Grove, IL 60515

Call to Order       President Cushing called the meeting to order at 7:02 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 Rathsock; Assistant Director for Financial
Services, Erik Brown; Superintendent of Parks, Kevin Rozell; Superintendent of Planning, Paul
Fyle; Superintendent of Marketing & Creative Development, Ian Everett; Clerk, Pam Rank

ABSENT: None

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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:

Driving Range Data Presentation

Director of Marketing and Creative Development, Ian Everett presented data retrieved from the ball
machine at the Golf Course using newly acquired Domo software. With the new software, data was
retrieved from 2013 when the machine was installed and has the potential to do much more. Data
retrieved included: popular days of the week, size of buckets purchased, weather related days of use
and busiest month. By knowing the usage trends, the Park District can be more efficient with their
investments.

Review of Financial Policies

Several new and updated financial policies were reviewed by the Board including: fund balance policy,
revenues policy, investment policy, capital asset policy, budget & appropriation policy, debt policy,
purchasing policy, payment of bills policy, payment of employee wages & overtime policy and the
asset disposal policy. Several minor changes were proposed.
Capital Funding Discussion
Executive Director McAdam asked the Board to refer to their books regarding what funding is available, the debt schedules and projects to consider for completion. Listed in their books were twenty-five projects for consideration.
Commissioner Cushing thought a prioritization strategy was imperative.
Commissioner Salaba agreed.
Executive Director McAdam is looking for direction for handling funds.
Commissioner Mahoney thought that the $600,000 from the Maple sale should be earmarked for the Doerhoefer Turf replacement and then set up an account for funding the replacement in another ten years.
Commissioner Salaba thought surplus should be divided among the Doerhoefer turf replacement, to pay off some debt and to fund smaller projects.
Commissioner Cushing thought the Doerhoefer turf replacement was priority one.
Commissioner Mahoney also said the remaining portion from the sale of Maple property should go directly to debt (Walnut purchase).
Commissioner Gelwicks thought a priority should be the development of the Walnut property. There needs to be a plan to develop this property incrementally.
Commissioner Livorsi asked if there was a possibility of joining with Lisle in the development of the Walnut property.
It was determined that there should be a discussion to create a plan for the Walnut property. Staff will consider all Board recommendations and bring back to a future meeting.

RECOGNITION OF VISITORS
None

Commissioner Cushing announced that the next Board meeting will take place September 15, 2016 at the Village Hall.

FINAL ADJOURNMENT
The meeting was adjourned at 10:14 p.m. following a motion made by Commissioner Gelwicks and seconded by Commissioner Mahoney.

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

Respectfully submitted,

Tom Salaba,
Secretary
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 Driving Range Data Presentation
   3.2 Review of Financial Policies
   3.3 Capital Funding Discussion – Please Bring your Book
   3.4 Miscellaneous

4. RECOGNITION OF VISITORS

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 Meetings 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 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

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 ___September 1st, 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 20th______ day of ___October__, 2016, and said Minutes are to become a part of the official record of said Park District.

DATED THIS __20th____ DAY OF ___October__, 2016

[Signature]

Tom Salaba, Secretary
Board of Commissioners
Downers Grove Park District