

Minutes of a Regular Session of the Board of  
Park Commissioners of the Downers Grove Park  
District held on October 20, 2016 at the Village Hall,  
801 Burlington Avenue, Downers Grove, IL 60515

Call to Order            President Cushing called the meeting to order at 7:01 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 Financial Services, Erik Brown; Superintendent of Parks, Kevin Rozell; Superintendent of Planning, Paul Fyle; Superintendent of Marketing & Creative Development, Ian Everett; IT Technician, Matt Slocum; Clerk, Pam Rank  
ABSENT: Assistant Director for District Services, Sara Rathsack

\*       \*       \*       \*

Pledge of Allegiance:        The Pledge of Allegiance was recited

Changes to the Agenda:       None

Visitors:                        None

Written Correspondence:    None

Resolution for the Grove Foundation – Commissioner Cushing recited a resolution honoring and praising the Grove Foundation on its 25<sup>th</sup> Anniversary.

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**CONSENT AGENDA:**

Executive Director Bill McAdam listed the items on the Consent Agenda as follows:

- Approval of Minutes – August 18, 2016 regular and executive session meetings; September 1, 2016 workshop meeting; September 15, 2016 regular and executive session meetings
- Treasurer’s Report
- Payment of Bills in the amount of \$1,248,204.38
- Payout #1 (partial) – Ingstrup Paving, Inc. – Districtwide Asphalt Paving 2016
- Illinois Association of Park Districts (IAPD) Credentials Certificate

Commissioner Livorsi made a motion to approve the Consent Agenda as presented including the payment of bills in the amount of \$1,248,204.38. Commissioner Mahoney seconded the motion.

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

**ACTION ITEMS:**

Commissioner Gelwicks made a motion to approve the Americans with Disabilities Act Policies including the ADA Grievance Procedure under the Americans with Disabilities Act, the Service Animal Policy and the Other Power Driven-Mobility Devices Policy, as presented. Commissioner Mahoney seconded the motion.

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

Commissioner Gelwicks made a motion to approve Resolution 16-01: Truth in Taxation Law Resolution – A resolution determining funds estimated to be raised by taxation for the year 2016. Commissioner Salaba seconded the motion.

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

Commissioner Gelwicks made a motion to approve Resolution 16-02: A resolution authorizing the tentative form of the Budget and Appropriation Ordinance for Fiscal Year 2017 to be made available for public inspection and setting forth date for public hearing on the same. Commissioner Livorsi seconded the motion.

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

Commissioner Livorsi made a motion to approve Ordinance 1251 declaring certain Park District property as surplus and authorizing sale or disposal, as indicated on attachment. Commissioner Mahoney seconded the motion.

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

Commissioner Gelwicks made a motion to award the printing bid for three years of seasonal recreation guides and annual parks guide series to John S Swift Co., Inc. in the amount of \$125,561.00. Commissioner Livorsi seconded the motion.

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

## **BOARD BUSINESS**

**President Comments** – Commissioner Cushing invited everyone to attend Suburban Horror Story – Final Destination at Lincoln Center, taking place Friday and Saturday starting at 7:30pm.

**Commissioner Comments** – None

## **STAFF AND COMMITTEE REPORTS**

### **Executive Director Report**

Executive Director McAdam also commented on the Suburban Horror Story, advising the public to see the Park District website for information and also pointing out that Downers Grove is partnering with Woodridge and Westmont Park Districts and their haunted events for a haunted fast pass. For one price you gain priority entrance to all three of these events. He also invited the public to Blodgett House Boo Fest on October 29<sup>th</sup> which is geared for the little ones. At the workshop taking place on November 3<sup>rd</sup>, the discussion will be the process to be followed in looking at capital items for the next year.

### **Recreation Report**

Director Kelly reported that there were no additions to his recreation and golf report and asked for questions. Commissioner Gelwicks asked about the growth in the pond on the golf course. Director Penman informed him that currently staff is looking at options. Aerators are the best solution but this option is very expensive.

### **Marketing Report**

Superintendent of Marketing and Creative Development, Ian Everett reported that the Park District received several favorable comments on social media regarding Harvest Fest and Lyman Woods nature classes for kids.

### **Planning Report**

Superintendent of Planning, Paul Fyle reported that the Districtwide Asphalt Paving 2016 has now been completed; the Park District is waiting for Village staff to receive and review pavement testing data from Ebersold Park parking lot; Request for Proposals for a few small concrete paving items have been prepared. Commissioner Gelwicks asked about the water situation under the Doerhoefer tennis courts. Paul assured him that this would be taken care of this fall.

### **Parks Report**

Director of Operations and Development, Geoff Penman reported that October has been proclaimed “Oaktober”, in light of that fact, 40 Oak trees were given away at Harvest Fest and 20 Oak trees were planted at Lyman Woods.

## **SEASPAR**

Executive Director McAdam informed everyone that SEASPAR held a monthly meeting and passed their levy and tentative budget.

## **PLAN COMMISSION**

No report

## **UNFINISHED BUSINESS**

No unfinished business

**NEW BUSINESS**

No new business

**RECOGNITION OF VISITORS**

None

*Commissioner Cushing announced that the next Board meeting will take place November 3, 2016 at the Lincoln Center.*

**ADJOURN TO EXECUTIVE SESSION**

The meeting was adjourned to executive session at 7:36 p.m. following a motion made by Commissioner Mahoney and seconded by Commissioner Livorsi.

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

**FINAL ADJOURNMENT**

The meeting was adjourned at 8:18 p.m. following a motion made by Commissioner Mahoney and seconded by Commissioner Gelwicks.

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

Respectfully submitted,

Tom Salaba,  
Secretary

**DOWNERS GROVE PARK DISTRICT**

October 20, 2016

7:00 P.M.

*Village Council Chambers*

**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
  - 2.2 Written Correspondence
  - 2.3 Resolution for Grove Foundation
  
3. CONSENT AGENDA
  - 3.1 Approval of Minutes – August 18<sup>th</sup>, 2016 Regular and Executive Session Meetings; September 1<sup>st</sup>, 2016 Workshop Meeting; September 15<sup>th</sup>, 2016 Regular and Executive Session Meetings
  - 3.2 Treasurer’s Report
  - 3.3 Payment of Bills – In the amount of \$1,248,204.38
  - 3.4 Payout #1 (Partial) – Ingstrup Paving, Inc. – Districtwide Asphalt Paving 2016
  - 3.5 Illinois Association of Park Districts (IAPD) Credentials Certificate
  
4. ACTION ITEMS
  - 4.1 Approval of Americans with Disabilities Act Policies
  - 4.2 Resolution #16-01 – Truth in Taxation Law Resolution – A Resolution – Determining Funds Estimated to be Raised by Taxation for the Year 2016
  - 4.3 Resolution #16–02 – AUTHORIZING TENTATIVE FORM OF BUDGET AND APPROPRIATION ORDINANCE FOR FISCAL YEAR 2017 TO BE MADE AVAILABLE FOR PUBLIC INSPECTION AND SETTING FORTH DATE FOR PUBLIC HEARING ON THE SAME
  - 4.4 Ordinance #1251 – Declaring Certain Park District Personal Property as Surplus and Authorizing Sale or Disposal
  - 4.5 Consideration of Bids – Printing Services for Seasonal Recreation Guide & Annual Parks Guide
  
5. BOARD BUSINESS
  - 5.1 President Comments
  - 5.2 Commissioner Comments

6. STAFF AND COMMITTEE REPORTS
  - 6.1 Executive Director
  - 6.2 Recreation
  - 6.3 Marketing
  - 6.4 Planning
  - 6.5 Parks
  - 6.6 SEASPAR
  - 6.7 Plan Commission

7. UNFINISHED BUSINESS

8. NEW BUSINESS

9. RECOGNITION OF VISITORS

***THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD NOVEMBER 3, 2016 AT LINCOLN CENTER***

10. ADJOURN TO EXECUTIVE SESSION (If needed)
  - 10.1 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
  - 10.2 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
11. RECONVENE FOR ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION (If Necessary)
12. 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 October 20<sup>th</sup>, 2016 Regular 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 November, 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 November, 2016

*T. Salaba*

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Tom Salaba, Secretary  
Board of Commissioners  
Downers Grove Park District