

Minutes of a Workshop Session of the Board of  
Park Commissioners of the Downers Grove Park  
District held on November 3, 2016 at the Lincoln Center,  
935 Maple Avenue, 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; 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: None

\*       \*       \*       \*

Pledge of Allegiance:        The Pledge of Allegiance was recited

Changes to the Agenda:       None

Visitors:                      Rebecca Letourneaux, 4025 Seeley, Downers Grove, IL 60515,  
President of Roadrunners. She wanted to thank the Park District for  
their part in Socctober Fest. She received many compliments  
regarding the fields and setup of event.

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**DISCUSSION ITEMS:**

**Review of Contract for IT Managed Services**

IT Technician, Matt Slocum gave a brief overview of the current contract and offered the Board several options to compare. The Board determined that option 1 which includes Mindsight- telephony and network support, managed services, and reduced non-managed service support at a cost of \$241,000 for a 3-year contract would be the best option.

**Travel Policy**

Executive Director, Bill McAdam explained the Local Government Travel Expense Control Act, a new law that will go into effect January 2017, regarding elected official travel expenses. The Board will now have to approve travel expenses, which Bill explained can be done in "consent".

**Powers Park**

Executive Director McAdam directed the Board to view a few concepts for the Powers Park ballfield renovation to improve drainage and overall playability of both fields. The DOLLS are raising money to help pay for a portion of the renovation. Commissioner Gelwicks suggested a conversation with School District 99 before starting this project.

**Discussion of 2017 Workshop Schedule regarding Process and Objectives for Budget and Capital processes**

Executive Director McAdam asked the Board to determine if they would like to discuss capital or budget first in this process. He suggested workshops during the summer.  
Commissioner Gelwicks suggested Saturday morning workshops.  
Commissioner Salaba suggested retreats.  
Commissioner Cushing suggested weekday meetings possibly starting at 5:00pm.  
Commissioner Mahoney was okay with the 5:00pm start time with a tentative end time.  
Executive Director McAdam will try to set something up.

**Discussion of Process and Objective of engaging the Community on District Planning and Visioning**

Executive Director McAdam asked the Board how they would like to go about engaging the community in District planning and visioning. He suggested a third party survey or possibly forming a group.  
Commissioner Gelwicks thought that a survey once every ten years was a good idea.  
Commissioner Mahoney agreed stipulating that it should be separate from the Village, and then maybe set up focus groups.  
Commissioner Salaba asked if he could receive a copy of the last survey.  
A survey will be provided to all Board members.

**RECOGNITION OF VISITORS**

None

*Commissioner Cushing announced that the next Board meeting will take place November 17, 2016 at the Village Hall.*

**FINAL ADJOURNMENT**

The meeting was adjourned at 8:40 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

Respectfully submitted,

Tom Salaba,  
Secretary

**DOWNERS GROVE PARK DISTRICT**

November 3, 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 Review of Contract for IT Managed Services
  - 3.2 Travel Policy
  - 3.3 Powers Park
  - 3.4 Discussion on 2017 Workshop Schedule Regarding Process and Objectives for Budget and Capital Processes
  - 3.5 Discussion on Process and Objective of Engaging the Community on District Planning and Visioning
  - 3.6 Miscellaneous
  
4. RECOGNITION OF VISITORS

***THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD NOVEMBER 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 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 November 3rd, 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 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



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Tom Salaba, Secretary  
Board of Commissioners  
Downers Grove Park District