

Minutes of a Workshop Session of the Board of
Park Commissioners of the Downers Grove Park
District held on January 12, 2017 at Lincoln Center,
935 Maple Avenue, Downers Grove, IL 60515

Call to Order President Cushing called the meeting to order at 5:07 p.m.

PRESENT: Commissioners Cushing, Gelwicks, Livorsi, Mahoney and Salaba; Executive Director, Bill McAdam; Director of Recreation, Jay Kelly; Director of Operations and Development, Geoff Penman; Assistant Director for District Services, Sara Rathsack; Assistant Director for Financial Services, Erik Brown; Superintendent of Parks, Kevin Rozell; IT Technician, Matt Slocum; Parks Office Manager, Regina Ozog; Recreation Manager: Community Services, Anna Kish; Intern, Brian DeWolf; 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

Written Correspondence: None

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DISCUSSION ITEMS:

2016 Year in Review and 2017 Updates

The Board and staff watched a video presentation of the 2016 year in review after which the Directors gave a brief verbal presentation of individual department accomplishments. Each Director spoke of accomplishments in four areas: Community Focus, Fiscal Integrity, Dynamic Organizational Environment and Operational Excellence.

Commissioner Gelwicks made reference to goals that were established at the beginning of the year and asked how those goals compare to the accomplishments. Executive Director McAdam responded that he would say that the established goals were approximately 95% accomplished.

Park Planning Process – Park District Master Plan and Walnut Park Master Plan

The Board was presented with a preliminary draft timeline of the Park District Master Plan & Community Survey and the Walnut Park Master Plan & Feasibility Study.

Regarding the Walnut Park Master Plan, Commissioner Livorsi suggested that the design of the park be done in house.

Commissioner Mahoney commented that a new community survey will determine what is needed in the community.

Regarding the Walnut Park Master Plan, Commissioner Gelwicks thought that the Board and staff should be the visionaries as they know what the Park District needs. Their thoughts should then be presented to the residents for review. He also suggested talking to private parties for possible partnerships.

Executive Director McAdam responded that someone to lead the process is still needed.

Commissioner Mahoney suggested that the third party coordinator for the Master Plan should be separate from the third party coordinator for Walnut Park.

Commissioner Salaba expressed his interest in getting input from all stakeholders; staff, affiliates, Board and most importantly, residents for the Master Plan and Walnut Park projects. He was also in favor of opening communication with Metra regarding the adjacent property to Walnut Park.

Executive Director McAdam will contact Metra.

Regarding the Walnut Park Master Plan, Commissioner Gelwicks is in favor of a needs assessment as opposed to a new community survey and suggested staff and affiliates should identify their needs.

Commissioner Cushing was in favor of moving forward with the Master Plan survey, and move forward with an internal needs assessment for Walnut Park.

Executive Director McAdam suggested another workshop to discuss the process for an internal needs assessment.

Commissioner Gelwicks would like more specifics to be discussed at the next workshop but thought Metra should be contacted immediately to see if they are interested in selling property.

Website Update

Commissioner Gelwicks is concerned that the website is not current. He would like the website and media to be in sync. The media is brief information and the website is more informative.

Director Kelly said that a full-time person would be needed just to manage the website and social media.

Executive Director McAdam said that the website is now more for marketing and advertising.

Commissioner Mahoney would like to see more administrative information like meeting minutes and current projects...things that will update the public as there is very little information for the community elsewhere.

Commissioner Gelwicks said that not keeping up to date will eliminate users. He suggested that each page on the website have an "owner" to keep that page current. Also, though we advertise fee based activities, there are so many activities that the Park District offers that require no fee.

Commissioner Cushing said that the website should be updated with current information.

The Board agreed that the website should be current information and outdated information should be removed.

Before the next workshop meeting, staff will send out a survey monkey to the Board asking for questions they may have...this will allow staff time to have answers prepared beforehand.

The five o'clock start time for the workshop meetings is not favorable to all Board members, therefore future workshop meetings will take place at 7:00pm.

RECOGNITION OF VISITORS

None

Commissioner Cushing announced that the next Park District Board meeting will be held January 26, 2017 at the Village Hall.

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FINAL ADJOURN

The meeting was adjourned at 7:40 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

January 12, 2017

5:00 P. M.

Lincoln Center – Room 503

WORKSHOP MEETING AGENDA

A. CONVENING THE MEETING

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Changes to the Agenda

B. COMMUNICATIONS

1. Recognition of Visitors

C. DISCUSSION ITEMS

1. 2016 Year in Review and 2017 Updates
2. Park Planning Process
3. Website Update
4. Miscellaneous

D. RECOGNITION OF VISITORS

E. THE NEXT DOWNERS GROVE PARK DISTRICT PARK BOARD MEETING WILL BE HELD JANUARY 26, 2017 AT THE VILLAGE HALL COUNCIL CHAMBERS

F. ADJOURN TO EXECUTIVE SESSION (If needed)

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
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

G. FINAL ADJOURNMENT